

**Roanoke-Chowan Community College
Board of Trustees Meeting
Jernigan Building Boardroom
August 27, 2024
7 p.m.**

Regular Session Minutes

Call to Order: Chair Gatling called the meeting to order at 7:00 p.m.

Election of Officers:

- Dr. Williams opened the floor to nominations for Chairman.
- Trustee Harrell nominated Trustee Gatling as Chair of the R-CCC Board of Commissioners for fiscal year 2024-25.
- **On a motion by Trustee Harrell and seconded by Trustee Pierce the Board approved Trustee Gatling as Chair of the R-CCC Board of Trustees for fiscal year 2024-25.**

- Chairman Gatling opened the floor for nominations of Vice-Chair for fiscal year 2024-25.
- Trustee Harrell nominated Trustee Jeri Pierce.
- **On a motion by Trustee Harrell and seconded by Trustee Tyler the Board approved Trustee Pierce as Vice-Chair for the R-CCC Board of Trustees for fiscal year 2024-25.**

- Chairman Gatling opened the floor for nominations for R-CCC Board Secretary for fiscal year 2024-25.
- **On a motion by Trustee Harrell and seconded by Trustee Pugh the Board approved Dr. Williams as the R-CCC Board Secretary for fiscal year 2024-25.**

Oath of Office Ceremony: Magistrate Alfonzia Williams presented the Oath of Office to the following Trustees:

- Dr. Mary Ruffin Harrell
- Dr. Otis Smallwood

Scheduled Board Meetings:

- **On a motion by Trustee Smallwood and a second by Trustee Tyler, the Board approved reducing the number of meetings from ten to six per fiscal year. Moving forward, the R-CCC Board meetings will take place in August, October, January, February, April, and June, effective immediately.**

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Roll Call: Roll call was done by Tarsha Bush-Dudley.

Trustee Attendance:

<u>Trustee Name</u>	<u>Absent/Present</u>
Ronald Gatling (Chair)	Present
Jeri Pierce (Vice-Chair)	Present
Mary Harrell	Present
Albert Vann	Absent
Jean Matthews	Absent
Betty Pugh	Present
Otis Smallwood	Present
Renee Tyler	Present
Geneva Riddick-Faulkner	Absent
Catherine Wilson	Present
Raymond Faircloth, Jr.	Present

Staff Present: Dr. Murray Williams (President), Ms. Miriam Caslin (CFO/VP of Administrative Services), Dr. Tanya Oliver (Executive Vice President of Academic and Student Affairs), Mr. Steven Matthews (Vice President of Workforce & Institutional Advancement), Tarsha Bush-Dudley (Board Liaison)

Others Present: None

Invocation: Given by Trustee Tyler.

Conflict of Interest Statement: Read by Chairman Gatling. None were noted.

Mission Statement Review: Vice-Chair Pierce reviewed the R-CCC Mission Statement with the Trustees.

Introduction of New Employees: The following people were introduced as new employees of R-CCC.

- Ms. Shanee Hamilton - Accounts Payable
- Mr. Jarvis Bell- Fiscal Coordinator
- Ms. Samantha Matthews- Director of Admissions
- Ms. Victoria Jennings-Nursing Faculty
- Ms. Kelly Raynor- Medical Office/Office Administration Program Coordinator

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Approval of the Agenda:

- On a motion by Trustee Harrell and seconded by Trustee Pugh the August 27, 2024, agenda was approved.

Approval of Board Meeting Minutes:

- On a motion by Trustee Faircloth and seconded by Trustee Wilson, the Board approved the June 25, 2024, regular session minutes and the June 30, 2024, Special Called Meeting minutes.

Committee Reports:

Finance Committee:

- Ms. Caslin gave an overview of the Financial Report dated June 30, 2024.
- On a motion by Trustee Pierce and seconded by Trustee Harrell, the Board approved the Financial Report dated June 30, 2024.

Board Chair's Report:

- Chair Gatling acknowledged the following birthdays for the month of August:
 1. Trustee Faircloth- August 4
 2. Trustee Smallwood- August 5
 3. Trustee Vann- August 14
 4. Trustee Riddick- Faulkner- August 25
- Chair Gatling stated there will be a special called meeting during the month of September to approve the baseline budget.
- Chair Gatling reminded the Trustees of their pledges to the R-CCC Foundation.
- Chair Gatling stated due to some of the Trustees attending the ACCT Conference in October, the Board meeting will be rescheduled for October 29, 2024.

President's Report:

- Dr. Williams stated the College received a \$400, 000 for the Weld to Work Program. These funds will be utilized for training and to support workforce readiness.
- Dr. Williams stated thirty-three students successfully passed the Weld to Work program.

Closed Session:

- There was no closed session for this meeting.

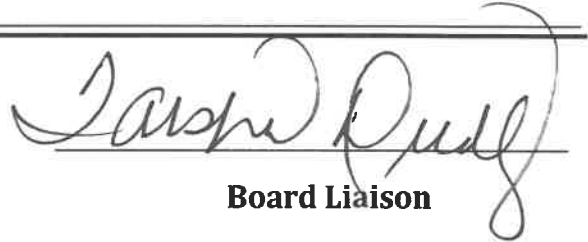
Adjournment:

- On a motion by Trustee Tyler and seconded by Trustee Pugh the meeting adjourned at 7:27 p.m.

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Board Chairman



Board Liaison