



BRUNSWICK COMMUNITY COLLEGE

Brunswick Community College
Board of Trustees Meeting
June 18, 2021
Minutes

Board Attendees: Mr. Alan Holden, Chair Mrs. Susan Carroll Ms. Sheila Grady Rep. Frank Iler Mr. Ronnie Jenkins	Mrs. Myong Jensen Mr. Michael Norton Mr. Doug Terhune Mr. Olaf Thorsen Mr. Les Tubb Dr. Allen Williams	Absent:
Others in Attendance: Dr. Gene Smith, Recording Secretary; Executive Vice President Dr. Lois Smith; Vice President Sheila Galloway; Vice President Greg Bland; Vice President Denise Houchen-Claggett; Mr. Jack Luciano; Ms. Elizabeth Wassum; Mr. Dave Sorenson; Ms. Julia Stuart; Ms. Cindy Sterling; Mr. Robbie Allen & family; Mr. Michael Paul, State Port Pilot		

Chairman Alan Holden called the Brunswick Community College Board of Trustees meeting to order on Friday, June 18, 2021 at 2:27 PM.

Ms. Cindy Sterling read the Ethics Statement and no conflicts of interest were stated.

Trustee Susan Carroll provided the Invocation.

Chairman Alan Holden announced the presence of a quorum, with 11 of the 11 Trustees in attendance.

Chairman Alan Holden asked for approval of the Consent Agenda with the modification of adding Closed Session at 15A. Also, to include a presentation to Robbie Allen. Trustee Allen Williams made a motion to approve the Consent Agenda with the amended additions of 15A and presentation to Robbie Allen. Trustee Susan Carroll seconded the motion. The motion was passed unanimously with noted additions.

Items included in the Consent Agenda for Board approval:

- June 18, 2021 Agenda
- May 19, 2021 Minutes

Special Presentation: President Smith presented a Resolution from the Board of Trustees to Coach Robbie Allen who coached the Brunswick Community College Baseball Team to his 400th win as head coach with a victory over Patrick Henry Community College, 11-7. Coach Allen’s spouse, Gina Allen, along with children and grandchildren were in attendance for the presentation.

Executive Committee: The Executive Committee did not meet, so there was no report.

Academic & Student Affairs: Trustee Sheila Grady stated the Academic and Students Affairs Committee met, reviewed two policies that will come up for the full board at the August meeting via the consent agenda and then worked on the Academic and Student Affairs committee goals report.

The next Meeting of the ASA Committee was scheduled for August 4, 2021 @ 8:30 via Zoom.

Buildings & Grounds: Michael Norton reported that the Building and Grounds Committee met Tuesday, June 14, 2021 at 12:00 p.m. in the main campus board room. The Committee discussed updates and recommendations on the Facilities Master Plan – final review with LS3P.

Finance Committee: VP Sheila Galloway presented the May 2021 Financial Report. Trustee Allen Williams made a motion to approve the May 2021 Financial Report. Trustee Myong Jensen seconded the motion. The motion was passed unanimously.

The 2021-2022 Continuing Budget Resolution authorizes the college to continue operations pending approval of a comprehensive budget by the college's Board of Trustees and the NCCCS. The authorization allows the administration of the college to make all necessary payments of expenses at a level not to exceed the projected state appropriation of \$12,587,529 and the county projected appropriation of \$4,529,554. The resolution is in effect until such time as the college's trustees and the NCCCS approve a comprehensive 2021-2022 college budget. **Chair of the Finance Committee, Allen Williams made a motion that the Board of Trustees approve the 2021-2022 Continuing Budget Resolution as presented. Representative Frank Iler seconded the motion. The motion was passed unanimously.**

The Finance Committee recommends that the Board of Trustees approve the 2021-2022 Student Fees as presented. **Chair of the Finance Committee, Allen Williams, made a motion to approve the 2021-2022 Student Fees as presented. Trustee Olaf Thorsen seconded the motion. The motion was passed unanimously.**

Chair of the Finance Committee, Allen Williams stated that the 2019-2020 appropriation for OWA LED Stage Lighting was \$70,000. We expended \$59,211.09 in 2019-2020. In March 2021, the Board of Trustees appropriated the remaining \$10,788.91 to complete the project. There is \$2,028.25 remaining due to delays in delivery. The Finance Committee recommends the request to appropriate up to the remaining balance of \$2,028.25 be approved as presented. **Chair of the Finance Committee, Allen Williams, made a motion that the request to appropriate up to the remaining balance of \$2,028.25 be approved as presented. Trustee Sheila Grady seconded the motion. The motion was passed unanimously.**

Liaisons:

CE, EWD – Trustee Ronnie Jenkins stated there was no report.

Board of Education – Mr. Thorsen, Board of Education liaison, had no report.

OWA – Trustee Doug Terhune reported that there is a great line up of shows, as Danielle reported at the Retreat.

Foundation – Elizabeth Wassum, Executive Director, delivered the following report:

- Elizabeth Wassum thanked the Board members for their support over the past year!
- The Foundation Board of Directors held their annual meeting and retreat on Wednesday, June 9th and are planning for an exciting year ahead.
- The goals of the Foundation include increasing overall endowed funds to \$10 Million in 5-10 years by establishing new scholarship funds, special program funds, and soliciting support for the Foundation operating fund endowment. The Foundation will continue to explore campus naming opportunities that may result in new endowment creation and encourage donors to consider planned giving for future gifts.
- A second goal is to increase community outreach, visibility, and top-of-mind awareness in promoting the mission of the Foundation and generating a larger pool of prospective donors. The Foundation will accomplish this by identifying a comprehensive list of all civic, community organizations, and neighborhoods in Brunswick County and connect to schedule a time for President Smith and/or Elizabeth to speak to their group. The Foundation will also seek partnerships with local realtors and chambers as we create BCC Foundation promotional piece to include in welcome baskets for new residents and businesses.
- The Foundation has a lot to be grateful for and celebrate:
 - 100% giving support from Foundation Directors, Board of Trustees, and President's Cabinet.
 - Campus Fund Drive in August produced over \$33,000 in donations and 72% participation from BCC faculty and staff.
 - The Foundation raised more than \$52,000 with our totally virtual Bella Italia event in February.
 - Increased Foundation overall endowed funds by \$548,710.
 - The Foundation experienced an uptick in need with Emergency Scholarships and worked closely with Financial Aid to assist students in urgent mid-year need.
 - Established 11 new scholarships that encompass both curriculum and continuing education/workforce development and include both community awards and endowed funds.
 - Al Crawford Memorial Scholarship, Brown's Outdoor Headquarters Scholarship, Military Officers Association of America Scholarship, Suzanne Landis and Bill Rabon Endowed Scholarship, Hamilton Family Scholarship, Kathleen Mary Gorman Scholarship, Oak Island Moose Lodge Scholarship, Myong and Paul Jensen Endowed

Scholarship, Pat Hertz Scholarship, Anne & Ron LaBruno Scholarship, and the Skye's the Limit Foundation Scholarship.

- Through donor support, the Foundation participated in campus renovations including the Food Pantry and the Douglas Terhune Center for Culinary Arts.
- The Foundation Board developed and implemented new policy including the campus Naming Policy and the Foundation's Investment and Spending Policy.
- The Foundation explored new funding sources through grant and sponsorship opportunities.
- The Foundation celebrated ribbon cuttings and rededications for the Health Sciences Building and the McLamb Building.
- The Foundation staff and BCC students worked to stay in touch with donors through phone calls, handwritten notes, donor visits (sometimes on porches!), and virtual events throughout the year.

It was a challenging yet productive year that gave us an opportunity to consider new ways of doing things while remaining focused on our mission. The Foundation couldn't have done it without your support – THANK YOU!

Legislative – Representative Frank Iler reported last week the House was passing some common-sense bills. Some of the bills passed included income tax relief for military retirees, regulatory reform and help for local governments.

NCACCT – Trustee Sheila Grady had nothing to report for NCACCT.

Athletics – Trustee Les Tub delivered the Athletic Economic Impact 2020-2021

Athletic GPA 3.109 Spring 2021

W. Basketball 2.715

M. Basketball 3.110

Baseball 3.275

– 28 student athletes made the Region 10 Academic Team (3.00 or higher)

Impact to Brunswick County (based on 77 student athletes)

Housing - (9 months of apartment rent per S/A @ \$450 a month) **\$311,850**

Meals - (\$15 per day per S/A) **\$309,960**

Total \$621,810

Community Service hours 240 hours

FTE – Approximately \$212,625 (based off 756 credit hours in the spring semester with 16 credit hours equal to 1 FTE times by \$4,500)

President's Report:

- President Smith thanked the Board of Trustees for their time and commitment to improve the college through discussions at the Board of Trustees' Annual Retreat. He also thanked the President's Cabinet for their work every day to make the college a great institution of higher education.
- President Smith provided the June 2021 Human Resources Personnel Report.
- President Smith reported that he continues to serve on the Brunswick County Resiliency Committee and the Brunswick County Comprehensive Transportation Plan Steering Committee.
- President Smith shared that BCC Foundation Board of Directors' Retreat was a success and many opportunities to assist students and the college were shared with the Board.
- The Belk Center's offered the second session of their Presidents' Academy on Improvement in Teaching and Learning: Understanding the Teaching and Learning Context. Several North Carolina Community Colleges participated and learned ways to improve teaching and learning at their respective colleges.
- President Smith traveled to Raleigh on June 15 to participate in North Carolina Community College Day at the General Assembly and the NCCC System Office. He met with Representative Iler, Representative Miller, and Senator Rabon regarding the NCCCS Legislative Priorities and other ways to assist in improving ways to increase student access to workforce development.
- President Smith met with Dr. Jerry Oates to discuss the BCC / BCS partnership, and plans to meet with Sheriff Ingram next week to discuss additional partnerships.
- As was shared at the Board of Trustees' Retreat, BCC continues to work with LS3P on the Facility Master Plan.
- President Smith thanked the Board of Trustees for their continued support of the college.

Unfinished Business: Chair Holden asked if there was any unfinished business, but there was none.

New Business: Regrettably a resignation from Dr. Steadman was received in May, so the Vice Chair position needed to be filled. **Trustee Doug Terhune made a motion to nominate Michael Norton as the new Vice Chair. Trustee Myong Jensen seconded the motion. The motion was passed by acclamation.**

On a motion by Allen Williams, seconded by Doug Terhune, the Board of Trustees approved to enter into closed session pursuant to NCGS 143-318.11, no. 6 for a Personnel Issue.

Chair Holden made a recommendation that the Board of Trustees appropriate county funds for Dr. Gene Smith's employment contract. Trustee Susan Carroll seconded the motion. The motion was passed unanimously.

Any other Business: Chair Holden asked if there was any other business, but there was none.

As there was no further business, Trustee Olaf Thorsen made a motion to adjourn the meeting. Trustee Doug Terhune seconded the motion. The meeting was adjourned at 3:42 PM.

Respectfully submitted,
Dr. Gene Smith, Recording Secretary