



Brunswick Community College  
Board of Trustees Meeting  
June 16, 2023  
Minutes

<p><b>Board Attendees:</b> Mr. Alan Holden, Chair Mrs. Susan Carroll Mr. Scott Evans Ms. Sheila Grady Dr. Rick Hessman</p>	<p>Rep. Frank Iler Mr. Ronnie Jenkins Mrs. Myong Jensen Mr. Michael Norton Mr. Doug Terhune Mr. Les Tubb</p>	<p><b>Absent:</b> Zack Hewett</p>
<p><b>Others in Attendance:</b> Recording Secretary, Dr. Gene Smith; VP Greg Bland; Dr. Kevin Lee; VP Bill Allen; VP Dr. Denise Houchen-Clagett; Julia Stuart; Teresa Nelson; Jack Luciano; Latoya Young; Cindy Sterling</p>		

Chairman Alan Holden called the Brunswick Community College Board of Trustees meeting to order on Friday, June 16, 2023 at 2:07 PM.

Ms. Cindy Sterling read the Ethics Statement. Chair Holden asked if anyone had conflicts. Les Tubb spoke up, and stated since in his current role as Interim Superintendent of the Brunswick County Schools, he will refrain from voting, so that there are no conflicts of interest.

Trustee Michael Norton provided the Invocation.

Chairman Alan Holden announced the presence of a quorum, with 11 of the 12 Trustees in attendance.

**On a motion by Dr. Rick Hessman, seconded by Myong Jensen, the Board of Trustees unanimously approved the Consent Agenda. Motion carried.**

**Items included in the Consent Agenda for Board approval:**

- June 16, 2023 Agenda
- April 20, 2023 Minutes
- CE, EWD Accountability and Integrity Plan
- 2023-2023 Term Parameter Dates

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

**Academic & Student Affairs:** Sheila Grady, ASA Liaison, reported during the Academic & Student Affairs committee meeting, they voted on the 2023-2023 Term Parameter Dates, which was just approved on the consent agenda. No date has been set yet for the August meeting.

**Building & Grounds:** Jack Luciano stated that the Buildings and Grounds Committee met during the break out sessions at lunchtime during the Retreat and discussed updates and recommendations on the following:

- **BETC-** Baptist Church made an offer to purchase property. Committee recommends holding on to property at this time Jack to send letter stating decision
- **Public Safety Building-** Advanced Planning Stage submission to SCO for approval due 6/30/23
- **C Building (ECHS)-** Science lab renovations postponed due to lack of bidders
- **Southport-** Staff proposed metal building shell only, estimated cost \$ 65,000. Proceed with turn key estimates
- **McLamb Building-** Welding expansion 50% complete. Machine shop renovation low bid \$ 79,583. Recommended approval for state funds 3-1 submission to NCCCS
- **WFDC-** electrical upgrade for relocating HVAC class started 6/14/2023
- **B and E (BIP) buildings-** Recommend MOU only for 2 office spaces for use by DVHS for 1 year initial term
- **Fire Tower/Driving Pad-** Waiting on additional county information regarding new parcel, survey, MOU, tax value
- **Capital Outlay-** Reviewed \$ 621,300 request to County during retreat

**Finance Committee:** VP Bill Allen presented the April and May 2023 Financial Reports, along with the 2023-2024 Student Fees. **Representative Frank Iler made a motion to approve the April and May 2023 Financial Reports, along with the 2023-2024 Student Fees. Dr. Rick Hessman seconded the motion. The motion carried.**

VP Allen stated that the 2023-2024 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 \$15,124,305, and the county projected appropriation of \$5,565,700. The resolution is in effect until such time as the college's Trustees and the NCCCS approve a comprehensive 2023-2024 college budget. **On a motion by Representative Frank Iler, seconded by Dr. Rick Hessman, the Board of Trustees unanimously approved the 2022-2023 Continuing Budget Resolution as presented. Motion carried.**

#### **President's Report:**

Latoya Young, Director of Human Resources, provided the Human Resources Update.

President Smith provided the following updates:

- The new Strategic Plan was presented to the board.
- 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 and there was none.

**New Business:** Chair Holden asked if there was any new business and there was none.

**Any other business to come before the Board:** Chair Holden announced there would not be a Closed Session, as the agenda stated.

**On a motion by Dr. Rick Hessman, seconded by Susan Carroll, the Board unanimously moved to adjourn at 2:31 PM.**

Respectfully submitted,

Dr. Gene Smith, Recording Secretary