

Members Present	Other Interested Parties Present
Nancy Burleson, Chair	Dr. John Boyd, President
Fred Stout	Rita Early, Vice President Economic and Workforce Development
R.L Hoilman	Tim Greene, Vice President Administration
Ken Hollifield	Brooke Burleson, Secretary to Board of Trustees
Edwina Sluder	Cecil Burleson, SGA President
Johnny Riddle	Margaret Earley-Thiele, Foundation Director
Martha Hicks	Judy McClure, HR Director*
Jennie Harpold	Jennifer Benfield, HR Assistant*
Julia Norris	Tiffany Burleson, CAN Coordinator*
Gwen Harris	Michelle Musich, Dean Student Services*
Bryan Peterson	<i>*left after introductions</i>

Call to Order

Chair Burleson called the Mayland Community College Board of Trustees to order at 12:08pm.

Pledge of Allegiance

Trustee Hollifield led the Pledge of Allegiance.

Invocation

Trustee Hollifield offered the Invocation.

New & Reappointed: Swear In

Chairman Burleson and Trustee Burleson were sworn in following reappointment. New Trustees Martha Hicks and Fred Stout were sworn in. Mrs. Dora Smith officiated.

Ethics Reminder

Chair Burleson provided the ethics reminder. No conflicts of interest were noted.

Approval of Agenda

Dr. Boyd informed the Board that the '3-1 Form: Pinebridge Roof' and 'Foundation event Home Tour Alumni party' needed to be added to the agenda. ***A motion to approve the revised agenda was made by Trustee Riddle, seconded by Trustee Hollifield. Motion carried unanimously.***

Minutes

A motion was made by Trustee Riddle to accept the June 19, 2017 and August 28, 2017 minutes with a second from Trustee Peterson. Motion carried.

Celebrating Success

- a. New Hires –Ms. Rita Earley introduced CNA Coordinator, Tiffany Burluson. Dr. Boyd informed the Board that Ms. Cassie Forbes had moved positions to System Administrator. Ms. Judy McClure introduced Ms. Jennifer Benfield as the new HR Assistant.
- b. Smart Asset Ranking- Dr. Boyd presented the Smart Asset Ranking to the Board. Mayland Community College was listed as #4 top Community College in the nation.

Chairman's Report

Chair Burluson updated the Board on the following upcoming events:

- a. October 6, 2017- MCC Home Tour
- b. October 17, 2017- Pig Pickin', 6:00pm (October 19, 2017 Rain Date)
- c. October 26, 2017- MCC Halloween Spooktacular
- d. October 30, 2017- Tentative MCC Board of Trustees Conference Call
- e. November 10, 2017- Veteran's Day, College Closed
- f. November 23-24, 2017- Thanksgiving Break, College Closed
- g. November 27, 2017- MCC Board of Trustees Meeting

Committee Reports

No Committees met prior to the full board meeting.

a) Personnel Committee

Trustee Sluder presented the Personnel/ EWD Committee information. The Committee met via conference call to review two items. Both items were approved to be added to the Consent Agenda.

b) Finance Committee

The finance report was included in the packets for review.

Dr. Boyd presented the budget to the Board. Mayland Community College was approved as a multi-campus designation for the Yancey Learning Center. This resulted in one time funds to be included on the 2017-2018 budget. Salary increases were included on the budget. A 2% salary increase was given across the board along with part time salary increases (to match salary scale), time in grade increases, position adjustments, and retention increases. Dr. Boyd discussed Management Flex funds. The budget strategy includes facility plans and vehicle purchases. Dr. Boyd is seeking to get reoccurring funds for the multi-campus designation for the future. Dr. Boyd presented the 2-1 County budgets. Dr. Boyd will be speaking at all three county commissioner meetings to present the county budget.

Trustee Hoilman made a motion to approve the Budget and Salary plan and the 2-1 County Budget. Trustee Peterson seconded the motion, motion carried.

c) Building and Grounds Committee

Trustee Norris presented the Building and Grounds Committee information. The Committee met via conference call to discuss the revised 3-1 First Floor Vocational Building and 3-1 Auto Body. Both forms were approved by the Committee to be included on the Consent Agenda. The 3-1 Pinebridge Roof was added to the agenda. MCC received \$70K from Mitchell County to go toward replacing the roof. Dr. Boyd is in discussions with Duke regarding energy savings for the building.

Trustee Riddle made a motion, with a second from Trustee Norris, to allow Chairman Burlison to sign the 3-1 Form Pinebridge Roof. Motion carried.

d) Academic Committee

The Academic Committee did not meet.

Rita Earley presented the EWD Visitation Report to the Board.

Consent Agenda

Trustee Harris made a motion to approve the following consent agenda items:

EWD Accountability and Integrity Plan

EWD Class Visitation Procedure

3-1 First Floor Vocation Building

3-1 Amended Auto Body

Trustee Hollifield seconded the motion. All approved, motion carried.

President's Report

Dr. Boyd presented the President's Report.

- a) Budget- Dr. Boyd reviewed the budget information during the Finance Committee report.
- b) Mayland Enterprise Corporation (MEC)- MEC would be a property management group that would manage properties owned and used by the college. MEC would be staffed part time and would assist in relieving current employees from extra duties. The corporation would be set up with non profit status and would be able to transfer profits to the Foundation at the end of the year. MEC would be managed by a Board that would include select MCC Board of Trustees.
- c) BCBS/Mission- The conflict with Mission Hospital not renewing contracts with BCBS will greatly impact MCC employees since MCC offers BCBS State insurance to employees.
- d) Other- Board Committees will now be joined with a division of the college and the divisions VP. Committees will be as follows:
 - i. Building and Grounds Committee/Administration – Dr. Boyd
 - ii. Finance Committee/Business Office – Tim Greene
 - iii. Academic Committee/Academics – Randy Ledford
 - iv. Personnel Committee/EWD – Rita Earley

Dr. Boyd informed the Board that he is researching the use of iPads to view board packets for future use.

Dr. Boyd discussed the current conflicts between the state board and the system office

Dr. Boyd informed the Board that the Home Tour Alumni party is scheduled for September 28, 2017. The Foundation event planning committee has requested that wine be served at the event.

Trustee Riddle made a motion to approve the serving of wine at the Home Tour Alumni party on September 28, 2017 with a second from Trustee Norris. All approved, motion passed.

SGA Report

Mr. Cecil Burleson, SGA President, gave the SGA report. SGA hosted a Welcome Week for students when classes started, a Solar Eclipse party, and Student Appreciation Day all of which were a success. Upcoming events include the Red Cross Blood Drive 10/18/17 and a Halloween costume contest and table at the Spooktacular on 10/26/17.

Adjourn

Trustee Hoilman made a motion to adjourn the meeting at 1:28pm. Trustee Riddle seconded the motion. All approved.

All interested Trustees participated in a tour of campus construction projects following the meeting.

Respectfully submitted by Brooke Burleson, Secretary to the Board of Trustees.