

MINUTES OF THE BOARD OF TRUSTEES MEETING OF THE HINDS COMMUNITY COLLEGE DISTRICT

The Board of Trustees of the Hinds Community College District met at 1:00 p.m., September 6, 2023 at the Raymond Campus. The following members were present either by Zoom or in person:

Mr. Paul Breazeale, President in person
Mr. Jimmy Morton, Vice President in person
Dr. Maria Chapman, Secretary in person
Dr. Kevin Abraham in person
Dr. Homer Burns in person
Mr. Rickey Clopton in person
Dr. Leslie Horton in person
Dr. Sandra Nash in person
Mr. Donald Oakes in person
Dr. Scott Rimes in person
Dr. Ginger Smith in person
Mr. Larry Swales in person
Mr. Calvin Williams in person
Dr. Cardell Williams, in person

Others present were Dr. Stephen Vacik, President of Hinds Community College; Mr. John Hooks, Board Attorney; Bill Campbell, District Project Architect; members of the Executive Leadership Team: Dr. Vic Parker, Vice President of Finance; Matt Jones, Executive Director of the Foundation; Andrea Janoush, Vice President of Human Resources; Marvin Moak, Vice President of Auxiliary Services & Workforce Liaison; Dr. Jenny Miles, Vice President, Student Services; Renee Cotton, Chief of Staff; Sherry Franklin Bellmon, Vice President Instruction-Career Technical Education; Dr. Ginger Robbins, Executive Director of Governmental Affairs; Adam Simmons, Senior Technical Support; and, Wilkins Crawford, Forvis Accounting Firm.

Call to Order.

The Board President called the meeting to order and asked Dr. Burns to open the meeting in prayer.

Computer Training.

Adam Simmons from Information Technology shared information on how to use the laptops and access the board documents.

Approve August 2, 2023 Minutes.

Upon motion by Mr. Burns, seconded by Dr. Smith, the Board voted unanimously to approve the minutes of August 2, 2023 as mailed. A copy is on file and made a part of the minutes of the meeting.

Auditor's Report.

FY22 Audit was discussed by Wilkins Crawford, Forvis Accounting Firm. Hard copies were provided and can be found on the Office of State Audit website. Copies of this report are on file and made a part of the minutes of the meeting.

Budget Summary.

The Board Vice President called on Dr. Parker to present the Budget Summary update. Dr. Parker reported the college is projected to burn 8.33% monthly. HCC should be at 83.34% after the month of August. The college currently has 82.82% available, which is -0.52% over the average spending range.

Approve Claim Docket.

Dr. Parker reported the net position at the end of August 2023 is \$5,538,293.87 in cash. The net position in the money market is \$2,000,000.00 and \$11,395,355.20 in the Raymond James investment account. The total net position is \$18, 933,649.07.

The monthly expenses for August 2023 totaled \$3,004,630. The Fund 1 Unrestricted Funds expense total is \$626,452; Fund 2, Grants/Partnerships expense total is \$1,835,841 Fund 3, Auxiliaries expense total is \$388,669; and Fund 7, Capital Improvement expense total is \$117,782.

Following discussion of the Claim Docket and upon motion by Mr. Oakes, seconded by Dr. Smith, the Board voted unanimously to approve the Claim Docket.

Approve Bid Log.

Dr. Parker reported there was one bid to bring before the Board for the H.S. Building Improvement- Phase II for \$1,045,000. This was Title III Funding.

Upon motion by Mr. Williams, seconded by Dr. Abraham, the Board voted unanimously to approve the Bid Log.

Mr. Campbell brought two change orders to the Board. Both are HEERF funded. Copies of the change order forms and supporting documentation are on file and made a part of the minutes.

Approve Change Order #2, Project 3275, Residence Hall Utica.

This change order is an increase of \$35,934 and no additional calendar days. The completion time remains five hundred and forty-eight calendar days. The completion date is September 25, 2024.

Upon motion by Mr. Oakes seconded by Dr. Smith, the Board voted unanimously to approve Change Order #2, Project 3275, Residence Hall Utica.

Approve Change Order #1, Project 3234, HVAC Vicksburg.

This is a change order for a decrease of \$ 30,045 and increasing to two hundred and thirty-three calendar days. The new completion date is now October 31, 2023.

Upon motion by Mr. Oakes seconded by Dr. Smith, the Board voted unanimously to approve Change Order #1, Project 3234, HVAC Vicksburg.

Approve the Disposal of Surplus Property.

Following discussion, and upon motion by Mr. Clopton, seconded by Mr. Larry Swales, the Board voted unanimously to allow the College President to dispose of the property by any legal means. Copies of this property are on file and made a part of the minutes of the meeting.

Recommend Personnel.

Dr. Vacik brought information on six new faculty members before the Board for approval.

Erika Hill, Associate Degree Nursing Instructor, Nursing Campus, Salary-\$69,746.56, effective date of employment August 16, 2023;

Jacob Leist, Computer Networking Instructor, Rankin Campus, Salary-\$43,000, effective date of employment August 16, 2023;

Alexander Reed, Adult Education Instructor, Vicksburg Campus, Salary-\$46,080, effective date of employment August 16, 2023;

Jacob Schmelzer, Animation & Simulation Design Instructor, Rankin Campus, Salary-\$43,000, effective date of employment August 21, 2023, replacing Kenneth Boyte;

Donald Sutton, Secondary Instructor, Rankin Campus, Salary-\$44,385, effective date of employment August 16, 2023, replacing Garrett Shields; and,

Catherine Terhune, ABE Instructor, Jackson Campus, Salary-\$46,080, effective date of employment August 16, 2023.

Upon motion by Mr. Swales seconded by Mr. Williams, the Board voted unanimously to approve six new faculty.

President's Report.

Project Updates

Utica Residence Hall

Maritime Center Phase 1

Beacon Project - FBI

Campus Conversations scheduled for Fall Semester have been set

Legislative Event "One College, Many Paths" – September 21

Student Workday Implementation

Special Events

Golf Fun Fest – September 14

Hinds Cares Day – September 15

First Home Football Game – September 21 "Military/First Responder Appreciation"

Scholarship Reception – September 22

ELT Reports/Enrollment Report.

These reports are attached as minutes of the meeting. The Enrollment Report is also attached.

Old Business.

There was no old business for discussion.

Other Business.

ACCT National Legislative Summit February 5-8 Washington, DC-Must Reserve by November 1, 2023.

Expert Citizen License.

The request is for Career Technical Automotive Instructor Arthur Thompson to apply for an Expert Citizen License. Mr. Thompson has a career certificate and the work experience but does not have an associate's degree. With the Board approval, Mr. Thompson will be licensed and Hinds will be reimbursed by MDE for his salary.

Upon motion by Mr. Oakes, seconded by Dr. Smith, the Board voted unanimously to approve the Expert Citizen License.

President's Evaluation.

Board Attorney, John Hooks gave each Board member a sealed envelope that contained Dr. Vacik's evaluation form. Attorney Hooks requested the Board members complete and return it to him in the prepaid envelope provided.

There was no other business for discussion and the meeting adjourned at 2:19 p.m.

A handwritten signature in black ink, appearing to read "Paul Breazeale", written over a horizontal line.

Mr. Paul Breazeale, President

A handwritten signature in black ink, appearing to read "Dr. Maria Chapman", written over a horizontal line.

Dr. Maria Chapman, Secretary