

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., December 8, 2021 at the Eagle Ridge Conference Center, Raymond Campus, by participating in person for those who could attend and by Zoom, a video conferencing, due to the Coronavirus Pandemic. The following members were present:

Mr. Paul Breazeale, President in person
Mr. Donald Oakes, Vice President in person
Dr. Delesicia Martin, Secretary in person
Mr. Chad Shealy in person
Dr. Ginger Smith in person
Dr. Homer Burns by Zoom
Mr. Rickey Clopton in person
Dr. Leslie Horton in person
Dr. John D. Calhoun by Zoom
Dr. Sue Townsend by Zoom
Mr. Donald McGowan in person

Others present were the President of Hinds Community College, Dr. Stephen Vacik; Mr. John Hooks, Board Attorney; Bill Campbell, District Project Architect; members of the Executive Leadership Team: Randall Harris, Vice President of Operations & Student Services; Dr. Keri Cole, Vice President of Instruction/Academic & Transfer; Renee Cotton, Chief of Staff; Sherry Franklin Bellmon, Vice President of Instruction/Career & Technical Education; Dr. Vic Parker, Vice President of Finance; Jackie Granberry, Executive Director of the Foundation; Colleen Hartfield, Grants and Legislative Liaison; Andrea Janoush, Vice President of Human Resources; and Marvin Moak, Vice President of Auxiliary Services & Workforce Liaison.

Call to Order. The Board President called the meeting to order and asked Renee Cotton to call roll.

Approve November 3, 2021 Minutes. Upon motion by Dr. Smith, seconded by Mr. Shealy, the Board voted unanimously to approve the minutes of November 3, 2021, as mailed. A copy is on file and made a part of the minutes of the meeting.

Budget Summary. Mr. Oakes asked Dr. Parker to present the Budget Summary. Dr. Parker reported after completing five months into the fiscal year we are projected to be at 58.33% of the budget remaining for the fiscal year. We currently have 61.02% remaining which is plus 2.69%. These are the actuals as of the end of November 2021. Dr. Parker asked for any questions and there were none.

Claim Dockets and Architects' Estimates. Dr. Parker reported our net position as of November 30, 2021 is \$553,000.00 in Cash. The net position in our Money Market is \$2,000,041.00 and our Investments net position is \$7,996,834.39 for a total net position of \$10,553,553.02.

The monthly expenses for November 2021 total \$3,821,184.00. Of that \$738,734.00 (19.33%) was Fund 1. Fund 7 was \$109,515.00 (2.87%) and \$2,404,670.00 (62.93%) was Fund 2 which is Grants, so 62.93% that was spent in November was Grant funded.

Following a complete and thorough discussion of the Claim Dockets and Architects' Estimates and upon motion by Mr. Shealy, seconded by Dr. Smith, the Board voted unanimously to approve the Claim Dockets and Architects' Estimates.

Approve Bid Log. Dr. Parker reported there is one bid to bring before the Board for approval. Bid 3226 (Reverse Auction) is a bid for an HVAC upgrade for Allen Dukes and Riggs Virden residence halls. There were two bids and Upchurch Services LLC, Ridgeland was chosen with the lowest bid of \$138,000.00. This will be funded by HEERF federal funds.

Following discussion and upon motion by Mr. Oakes, seconded by Dr. Smith, the Board voted unanimously to approve Bid # 3226.

Mr. Oakes reported beginning in January 2022 the Finance Committee will begin scheduling meetings to look at building the budget for the next year. The first meeting will potentially be scheduled the week of January 17, 2022.

Property Recommend Surplus to the Needs of the College. Following discussion, and upon motion by Mr. Clopton, seconded by Mr. Shealy, the Board voted

unanimously to allow the College President to dispose of the salvaged property by any legal means. Copies of this property are on file and made a part of the minutes of the meeting.

Approve to Amend the November 4, 2020 Board of Trustees Minutes. Dr. Parker reported in 2020 we went through a bid process to purchase a piece of equipment from a Grant. The November 4, 2020 minutes recorded the purchasing funds for the equipment as the Governor's Discretionary Fund on Workforce and it was actually a Department of Labor Grant (WORC DOL/ETA) and we need to amend the minutes to reflect this. Our financing shows we correctly purchased the equipment through the Department of Labor Grant, sought reimbursement from the Department of Labor Grant but the minutes did not reflect that. The minutes need to be amended to say it was funded by the Department of Labor Grant (WORC DOL/ETA), not the Governor's Discretionary Fund on Workforce.

After discussion and upon motion by Mr. Clopton, seconded by Mr. Shealy, the Board voted unanimously to approve to amend the November 4, 2020 minutes to show the funding was by the Department of Labor Grant (WORC DOL/ETA).

Recommend Personnel. The College President reported there are no new instructors to recommend for Board approval.

President's Report. There being no further business to come before the Board, the Board President called on the College President for his report.

Board Briefing. The College President referred the Board to the handout in their binders. The College President briefly highlighted the following topics from the Board Briefing:

- Athletics
-The HCC football team was invited to play in the Salt Bowl in Hutchinson, KS. The result was not what we would have liked but our team played hard and our coaching staff did a great job.

- Fall 2021 Commencement is next week, December 15 with three ceremonies (9,11,2) and 500 are scheduled to walk.
- Project Updates
 - Preparations for the FY22 budget beginning in January 2022.
 - We will have a virtual Convocation this Spring 2022.
 - The Caring Campus day is planned for the last Friday in February 2022.
- Key Position Updates
 - Interviews were done for the VP of Student Services position. Two candidates visited Hinds this week. A decision will be made soon and hopefully bring to the Board in January 2022.
 - An offer was made for the Executive Director of the Foundation position. Matt Jones has accepted our offer and will start in January 2022.
 - We made an offer for The Executive Director of Government & Legislative Affairs position. Dr. Ginger Robbins has accepted our offer and will hopefully begin in January 2022.
- Miscellaneous
 - The MDE/IHL/MCCB Proposal draft was presented at the President's meeting last week. The proposal is to create a dual credit/dual enrollment scholarship.
 - The ACCT National Legislative Summit is February 6-9, 2022. Please let Dr. Vacik or Ms. Cotton know today if you plan to attend.
 - Eagle Ridge Conference Center is open for bookings and tours of the renovated rooms.

Executive Leadership Team Updates. The College President reported the members of the Executive Leadership Team are present. A copy of their report has been provided for review. The College President asked if the Board of Trustees had any questions for ELT members. There were no questions or comments.

Enrollment Report. Mr. Harris reported FTE is down 10%. Headcount is down 6.7%. We expect the Spring 2022 semester to be reflection of what we have for the Fall 2021 semester. The good news is we had a substantial increase Summer 2021 which may offset the negative for Fall and Spring.

Committee Reports. (Reporting Committee Chairpersons must submit committee minutes prior to the Committee Board of Trustees meeting.)

Mr. Breazeale reported the Bylaws Committee has not been appointed yet. He will appoint one person per county and choose a chairperson. This committee will meet and formulate any changes they think need to be made to the bylaws and then present to the

Board for discussion and approval. When a committee reports to the Board for action to be taken, the Board will discuss and wait one month to vote on the action that has been requested. There were no other committee reports.

Old Business. There was no old business.

Other Business.

The Board President announced this is Dr. Evelyn Sue Townsend's last Board Meeting as she is retiring. Since Dr. Townsend attended the meeting by Zoom, we will mail her plaque of appreciation for her years of service to Hinds Community College.

Ms. Granberry reported on behalf of the Hinds Community College Foundation a gift certificate from the Hinds Meat Market is being presented to the Board of Trustees.

The Board President recognized Ms. Colleen Hartfield. This is her last meeting as she is retiring.

There was no other business and the Board President announced we stand adjourned at 1:33p.m.



Mr. Paul Breazeale, President



Dr. Delesicia Martin, Secretary