

**MINUTES OF THE
GASTON COLLEGE
BOARD OF TRUSTEES MEETING
Gaston Country Club
(Held prior to the Board Planning Retreat)
February 10, 2012**

Members Present: Mr. Stephen Campbell, Chair
Sheriff Alan Cloninger
Mr. Ron Hovis
Mr. Tom Keigher
Mr. Duane McCallister
Ms. Rhonda McLean
Mr. Jim Ragan, Vice Chair
Mr. Ray Ratchford
Mr. James Smith, Secretary
Mr. Randy Vinson
Mr. Jim Watson
Mr. Dan Wilson

Dr. Patricia Skinner, President

Members Absent: Ms. Ann Neal
Mr. Bill Sudyk
Mr. Darren Stewart, SGA President

Others Present: Dr. Don Ammons, Ms. Sylvia Bajorek, Mr. Todd Baney,
Mr. Bruce Cole, Ms. Mary Ellen Dillon, Ms. Sylvia Dixon,
Dr. Linda Greer, Dr. Joe Keith, Mr. Wes Landrum, Dr. Silvia
Patricia Rios Husain, Mr. Tom Staub, and Mr. Carl Stewart,
College Attorney

- **Board Chair Stephen Campbell called the meeting to order at 8:40 a.m. and declared a quorum present.**
- **Ethics Awareness and Conflict of Interest Reminder**

Mr. Campbell reminded Trustees of the ethical requirements for those who serve as public servants and requested they identify any conflicts of interest present. None were identified.

A. APPROVAL OF THE AGENDA

Upon a motion by Mr. Smith, second by Mr. Wilson, the agenda was approved as presented.

B. APPROVAL OF THE MINUTES FROM THE NOVEMBER 14, 2011, BOARD MEETING AND THE CALLED, TELEPHONIC BOARD MEETING OF DECEMBER 1, 2011.

Upon a motion by Mr. Keigher, second by Mr. Ratchford, the Minutes from the November 14, 2011, Board Meeting and the Called, Telephonic Meeting of December 1, 2011, were approved as submitted.

C. FINANCE

1. Request for Budget Revision

The following budget revision was brought before the Board for ratification:

#10 General Institution - \$294,109 FY11-12 budget call-back due to tuition receipts shortfall.

Upon a recommendation from the Finance Committee, Mr. Wilson moved that the aforementioned budget revision be ratified as submitted. The motion carried.

2. FY2012-13 Lincoln County Operating Budget

The Lincoln County Manager's Office has requested that the College submit its FY2012-13 county budget in February.

The FY2011-12 budget request for operating costs reflected an increase of \$27,262. The College asked for an additional full-time police officer position, the cost of which would have been offset to some extent by a reduction in part-time security staff. The County did not approve the requested increase, approving the same \$138,800 budget approved for FY2010-11. While they did not approve additional operating funds last year, they did approve capital funds. During FY2011-12, the County also eliminated an on-site receptionist position it had previously funded outside the Gaston College operating budget.

The FY2012-13 budget request for operating costs reflects an increase of \$15,567 over the FY2011-12 requested budget; this would allow the College to hire a part-time receptionist to fill the opening eliminated by the County. The increase also covers growing medical and retirement expenses.

The FY2012-13 budget request also includes the police officer position requested with the FY2011-12 budget, offset by a reduction in part time expense, an increase of \$27,262.

The requested FY2012-13 budget is an increase of \$42,829 over the approved FY2011-12 budget.

Upon a recommendation by the Finance Committee, Mr. Wilson moved that the Gaston College Board of Trustees approve the FY2012-13 Lincoln County Operating Budget of \$181,629, which includes an increase of \$42,829 over the FY2011-12 budget of \$138,800. The motion carried.

D. FACILITIES

The Facilities Committee had no action items to bring before the Board.

At the Facilities Committee meeting of February 6, 2012, there was some discussion and concern that a two-week project extension to the schedule of the Early College construction and renovation of the Lena Sue Beam Building would delay its opening scheduled for July 2012. As a result of this discussion, Mr. Ragan requested that Mr. Wes Landrum, Director of Facilities Management, look into the matter and give an update at the Board meeting of February 10, 2012.

Mr. Landrum reported that the contractor had a misinterpretation of the type of material used for the framing and sheeting of the new construction area, and purchased a lesser grade material than the specifications allowed. The architect discovered the difference and instructed the contractor to correct the material, which resulted in a two-week delay to the construction project. Based on the efforts of the College, Architect Mistri Hardaway, and Matthews Construction, Mr. Landrum expects the construction project will officially be back on schedule by the end of March. He intends to have frequent, on-site, face-to-face meetings with the architect and contractor to deter any further delays.

Dr. Skinner gave an update from the February 9, 2012, Gaston County Commissioners meeting that she attended. She specifically requested approval for three priorities:

- 1. Provide funds now for completion of priority capital projects (\$196K)**
(Comer Elevator Replacement (\$57); Morris Library Cooling Tower (\$65K); and Beam Administration Building Chiller (\$73.9K).
- 2. Restore capital funding level for the upcoming fiscal year (\$697K)**

3. Approve remaining bond funds for the renovation of the Pharr Trade and Industrial Building (\$3.3M)

Commissioners approved the priority capital projects of \$196K and \$3.3M in bond funds. The restoration of the \$697K in capital funding for the upcoming fiscal year is under consideration.

Dr. Skinner and Chair Campbell recognized Mr. Keigher for his support and influence in the passage of the above funding.

E. ANNOUNCEMENTS/REMINDERS

Upcoming Meetings and Events

- ACCT National Legislative Summit, Washington, DC – February 13-16
- Finance and Facilities Committee Meeting – March 19, 3:00 p.m., MC Board Room
- Board Meeting – March 26, 4:00 p.m. – MC Board Room
- Cosmetology Open House – March 28 – Cochrane Building, Lincoln Campus – 11:00 a.m. – 1:00 p.m.
- College closed for Spring Break – April 6 & 9
- NCACCT Law Seminar – April 11-13 – Sheraton Raleigh Hotel
- 2012 Excellence Event, “The Great Within the 58” – April 19 – Raleigh Convention Center:
 - ✓ Ms. Stephanie Osborne, selected as the NC Faculty Member of the Year
 - ✓ Mr. Darren Stewart, Gaston College’s recipient to receive the NCCCS Academic Excellence Award
 - ✓ Duke Energy – Distinguished Partner Award
- GC Employee Appreciation Luncheon – April 20 – 11:30 a.m.–2:00 p.m. – MC
- Run for the Money Fundraiser – April 21

Reminders

- The Board is not scheduled to meet in April.
- Statement of Economic Interest (SEI) form is due April 15, 2012.

F. ADJOURNMENT

There being no further business to bring before the Board, the meeting adjourned at 9:00 a.m.

Respectfully submitted,

James C. Smith, Secretary

Stephen D. Campbell, Chair

Sylvia Dixon, Recording Secretary

(College Seal)