

**Minutes of the
Gaston College
Board of Trustees Meeting
Myers Center Board Room
May 12, 2014**

Members Present: Mr. Stephen Campbell
Sheriff Alan Cloninger
Ms. Rhonda McLean
Mr. Jim Ragan
Ms. May Gray Robinson
Mr. James Smith, Chair
Mr. Randy Vinson
Dr. Jim Watson, Vice Chair

Dr. Patricia Skinner, President

Members Absent: Mr. Ron Hovis, Secretary
Mr. Brett Keeter
Mr. Tom Keigher
Mr. Ray Ratchford
Ms. Patricia Rudisill
Mr. Bill Sudyk
Ms. Aubrey Gardner, SGA President

Others Present: Ms. Julia Allen, Ms. Linda Allen, Dr. Don Ammons, Mr. Stan Anthony, Mr. Todd Baney, Mr. Rick Brown, Mr. Cliff Brumfield, Ms. Sherri Chavis, Mr. Virgil Cox, Ms. Joyce Crumpton, Ms. Mary Ellen Dillon, Ms. Sylvia Dixon, Mr. Larry Hardin, Mr. Travis Hogue, Mr. Terry "Scott" Howard, Mr. Everett Jeter, Dr. Joe Keith, Dr. Karen Less, Ms. Cynthia McCrory, Ms. Stephanie Michael-Pickett, Dr. Silvia Patricia Rios Husain, Ms. LaTonya Ross, Mr. Calvin Shaw, Ms. Tanisha Williams; and Mr. Carl Stewart, College Attorney.

- **Board Chair James Smith called the meeting to order at 4:00 p.m. and declared a quorum present.**
- **Invocation – Mr. Ragan**

Before the invocation, Mr. Ragan relayed to the Board a case (Greece, New York, versus Galaway) that had recently come before the U.S. Supreme Court regarding invocations before a meeting. Justice Kennedy determined that an invocation would be allowed at the beginning of a meeting as per a particular group's history and customs, but hoped the invocation would remain positive and be considerate of all religious affiliations. Mr. Smith thanked Mr. Ragan for the information.

- **Ethics Awareness and Conflict of Interest Reminder**

Chair Smith reminded Trustees of the ethical requirements of public servants and also requested they identify any conflicts of interest or appearance of conflicts of interest present. None were identified.

A. APPROVAL OF THE AGENDA

Chair Smith asked if there were any changes, additions, or corrections to the agenda. None were identified. The agenda was approved as presented.

B. APPROVAL OF THE MINUTES FROM THE MARCH 24, 2014, BOARD MEETING AND THE APRIL 8, 2014, CALLED BOARD MEETING.

Chair Smith presented the Minutes of the March 24, 2014, Board Meeting, and asked if there were any additions or corrections.

Mr. Ragan noted that according to the North Carolina General Statutes, Chapter 143, Paragraph 6, when an Executive Session is called, the session may only be held under a handful of exceptions, and the exception must be identified on the agenda. Mr. Smith thanked Mr. Ragan for bringing that point to the Board's attention.

Chair Smith declared the Board Minutes of March 24, 2014, approved.

Chair Smith presented the Minutes of the April 8, 2014, Called Board Meeting, and asked if there were any additions or corrections. None were identified.

Chair Smith declared the Called Board Minutes of April 8, 2014, approved.

C. INTRODUCTIONS, SPECIAL PRESENTATIONS AND RECOGNITIONS

Dr. Skinner welcomed Mr. Cliff Brumfield, Lincoln County E.D.A.; Ms. Joyce Crumpton, Staff Senate President; and Mr. Calvin Shaw, Faculty Senate President, to the meeting.

1. Introductions

Dr. Skinner welcomed Mr. Terry "Scott" Howard, Police Officer.

Dr. Rios Husain introduced the following new employees in her department:

Ms. Linda Allen, Secretary-Student Affairs
Ms. Sherri Chavis, Academic Advisor
Mr. Everett Jeter, Director-Financial Aid and Veterans Affairs

2. Recognition of Ms. Aubrey Gardner – SGA President

Chair Smith presented Ms. Gardner, out-going Student Government Association President, with a resolution recognizing her leadership and service to the Board. Ms. Tanisha Williams, Coordinator-Student Activities and Special Projects, accepted the resolution on behalf of Ms. Gardner who was not present at the meeting. The resolution reads:

WHEREAS, the Gaston College Board of Trustees wishes to express its appreciation to Ms. Aubrey Gardner for serving as President of the Student Government Association and as a member of the Board of Trustees during the 2013-2014 academic year; and

WHEREAS, Ms. Gardner accomplished all goals established for the 2013-2014 year as President, which strengthened the Student Government Association and benefited the students of Gaston College; and

WHEREAS, Ms. Gardner served as a positive role model for Gaston College students with her vision, strong work ethic, leadership, and personal dedication to the group's success; and

WHEREAS, Ms. Gardner served the Student Government Association on the Constitution and By-Laws Committee, as the N4CSGA Western Divisional Chair, by attending regional and statewide conferences, and by planning campus student functions; and

WHEREAS, Ms. Gardner was nominated and selected as the North Carolina Academic Excellence recipient for Gaston College 2012-13, and SGA Senator of the Year Award 2013; and

WHEREAS, Ms. Gardner served as president of the Rotaract Club where her responsibilities included projects with Operation Christmas Child, Habitat for Humanity, and the Battered Women's Shelter; and

WHEREAS, Ms. Gardner served as secretary and historian of Gamma Beta Phi, and student ambassador for the Admissions Office; and

WHEREAS, Ms. Gardner represented Gaston College and the Student Government Association with professionalism while executing her duties as President; therefore, be it

RESOLVED, that the Board of Trustees of Gaston College hereby gives formal expression of its gratitude to Ms. Aubrey Gardner, and directs that this Resolution be placed in the minutes of the Board of Trustees and a copy be given to Ms. Gardner.

Respectfully,

James C. Smith, Chair

Ron Hovis, Secretary

May 12, 2014

Ms. Williams then introduced the SGA President-elect, Ms. LaTonya Ross, who will serve on the Board of Trustees for FY 2014-15. Chair Smith welcomed Ms. Ross.

3. Recognition of Ms. Sylvia Dixon, Executive Administrative Assistant-President and Board of Trustees

Chair Smith presented Ms. Dixon, retiring Executive Administrative Assistant-President and Board of Trustees with a resolution recognizing her efficient and loyal service. The resolution reads:

WHEREAS, Ms. Dixon began her career at Gaston College in September 2003 as Administrative Assistant in the President's Office and Foundation during the administration of Dr. Patricia Skinner, providing President's Office support and Foundation support by coordinating events, recording donations, and monitoring the Donor II reporting system; and

WHEREAS, Ms. Dixon was promoted to Executive Administrative Assistant to the President and Board of Trustees in January 2011; and

WHEREAS, Ms. Dixon coordinated daily presidential activities, logistics for special events, on and off-site meetings, travel, and accommodations; and

WHEREAS, Ms. Dixon was vital as recording secretary to the Board of Trustees, creating and maintaining a permanent record of Board actions including historical and current official records; organizing Ethics and Trustee New and Re-appointment training for Trustees; updating procedures for processing and recording of Board Meeting documents; and

WHEREAS, Ms. Dixon provided strategic communications support to the President by maintaining professional, yet friendly, relationships with support members associated with the North Carolina Community College System; the North Carolina Association of Community College Presidents; many industrial, legislative, educational, and regional agencies; and campus divisions and departments; and

WHEREAS, Ms. Dixon served the College community by participating on several committees and as a support for outside activities such as Run for the Money and the Beach, Rhythm and Blues festival; and

WHEREAS, Ms. Dixon has exercised sound judgment and careful management of sensitive and confidential information related to the business of the College; and

WHEREAS, Ms. Dixon has served the President, Board of Trustees, and Gaston College with efficient, reliable, steadfast, and loyal service; therefore be it

RESOLVED, that the Gaston College Board of Trustees hereby gives formal expression of its gratitude to Ms. Sylvia Dixon and does hereby acknowledge the substantial contributions she has made to this organization during the past 10.5 years and directs that this Resolution be placed in the minutes of the Board of Trustees and a copy be given to Ms. Dixon.

Respectfully,

James C. Smith, Chair

Ron Hovis, Secretary

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4. Presentation – Boomerang (MBAJ) CAM Project Conceptual Drawings

Mr. Rick Brown and Mr. Stan Anthony, principals from Boomerang Architecture (MBAJ), provided a presentation on the preliminary designs for The Center for Advanced Manufacturing (CAM). Boomerang Architecture has worked with 28 of the 58 NCCCS colleges. They have also worked on many projects for Gaston College. A copy of their presentation will be kept with the minutes.

The CAM is seen as a bridge between application and career. Many meetings with administration, faculty, and staff were held to discern necessary purposes needed in the building. Industry and community partners were also invited to a meeting to discuss their pertinent needs in the building. The design needed to be functional, respect the budget, look and feel collegiate, and make appropriate consideration for access and control of the building. An instructional area as well as a conference and office area will be part of the building, but totally separate entities.

Seven specialty labs will be housed within the CAM: Industrial; Chemical and Plastics; Mechatronics; Nuclear Simulation; Robotics; CADD; and Alternative Energy. Integrated labs will have flexible layouts for multipurpose use. Classrooms within the CAM are being designed to accommodate many teaching styles.

The conference and lobby area will be available for receptions, and the office area in that vicinity will be dedicated to start-up ventures associated with customized training at the College. The lobby area will open up to a terrace which would provide options for different types of gatherings and larger groups.

The site is a perfect bridge between the College and the Gastonia Technology Park. The topography of the land will be maximized to fit with the building design and the southeastern exposure of light. The building will be a blend of brick and glass; preliminary design renderings showed just how open and airy, yet functional, the design would be.

Currently, the CAM will be adjacent to the campus; however, the design will also allow for future growth of the building and future development of a direct road to the Dallas Campus. Mr. Stewart recommended that the College not delay that access road and that the issue be taken up with the Gaston County Commissioners who might be willing, under certain circumstances, to fund that road. At a future time, the infrastructure may also be tied to the Dallas Campus.

Next steps include: preparing State construction office submittals; more in-depth design development and preparation of construction documents. Construction is slated to begin in summer 2015 with a completion date in summer 2016.

Chair Smith, Dr. Skinner, and Ms. McCrory thanked Boomerang Architecture for its presentation.

In order to advance the process, Chair Smith entertained a motion by Mr. Ragan to proceed with a letter from the Board to the State Construction Office noting the Board's approval of the preliminary CAM drawings. Mr. Campbell seconded the motion. The motion carried.

D. PRESIDENT'S REPORT

Following is a summary of Dr. Skinner's activities and trips since the April 8, 2014, Board meeting. A full, detailed report is attached with the Minutes.

- Attended the 2014 High-Impact Practices Institute in Santa Fe, New Mexico, on March 30-April 1 where the focus resulted in a short-term action plan to support colleges' work toward accomplishment of a data-informed and evidence-based student success agenda.
- Attended the NCACCT Law / Legislative Seminar in Raleigh on April 9-11, 2014, with Mr. Keeter, Ms. Robinson, Chair Smith and Mr. Vinson.
- Received commitment from CaroMont as the signature sponsor for the 50th Anniversary Celebration in the amount of \$50,000.
- Participated in the third annual Textures and Tones Arts Festival held April 9-12, 2014.
- Received notification that the Medical Assisting Program has met all required outcomes for 2013 as set forth by the National Medical Assisting Education Review Board (MAERB).
- Met with Mr. Doug Lockett and Mr. Alex Mullineaux of CaroMont to provide a tour of our facilities and learn about current and future needs for CaroMont.
- Met with Mr. Earl Mathers, Manager, Gaston County, regarding the budget – May 6, 2014.

Tentative Activities for the Gaston College 50th Anniversary

- Give 50 for 50 – Faculty / Staff / Student Service Project
In honor of the support the community has given the College, during FY 2014-15, faculty, staff, and students will be encouraged to give back at least 50 hours of community service time.
- Community Kick-off Celebration – September 2014
A community barbeque and concert featuring Mr. Jimmy Wayne Barber will be held on the Dallas Campus.
- Stories of Success - Alumni Speaker's Series
Six Gaston College shining stars will share their stories of success in various fields.
- Grateful Reflections – November 2014
The College will hold an inaugural celebratory dinner to bring scholarship donors and their student recipients together in fellowship.
- Retrospective Art Show – April 2015
The artwork of former faculty, staff, and students will be featured in the Rauch Gallery.

- Alum of Distinction Recognition – May 2015
Our first Alum of Distinction will be named and recognized during our 50th anniversary commencement festivities.
- 50th Anniversary Black Tie Gala – May 2015
Current members of the College's board of trustees and foundation board will host a community wide black tie celebration in honor of our Alum of distinction and former trustees and foundation board members.
- Commemorative Art Piece
Mr. Gary Freeman has been commissioned to complete an original work of art to commemorate the College's 50th anniversary.

E. SGA PRESIDENT'S REPORT

In Ms. Gardner's absence, the following report was distributed to the Board:

N4CSGA Conference

The SGA attended the North Carolina Comprehensive Community College Student Government Association spring conference in Durham, NC, at the Sheraton Imperial Hotel on March 28-30, 2014.

Spring Fest

The SGA hosted Spring Fest on all three campuses April 14-16, 2014.

American Red Cross

SGA hosted a blood drive with the Community Blood Center on April 8-9, 2014.

SGA Elections

SGA Elections were held April 7-16, 2014. LaTonya Ross is the 2014-2015 SGA President-elect and Carroll Moulden, Kira Pruitt, and Jonathan Ivaniuc were elected as Senators.

Stress Free Zone

The SGA hosted a stress free zone on all three campuses April 28-30, 2014, from 10:00 a.m. - 12:00 p.m. During this event, SGA provided test taking tips, promotional items, and free snacks to wish students good luck during final exam week

Awards Banquet

The Student Awards Banquet was held on May 6, 2014, at the Gastonia Conference Center.

F. FACILITIES

1. Capital Reports

Monthly summaries of the attached capital reports were submitted for the Board's information. No action was required.

- Center for Advanced Manufacturing (CAM)
Schematic Design is nearing completion. Input meetings with faculty, staff and community partners were held in April. MBAJ will meet with the Facilities Committee on May 5th and with the Board of Trustees on May 12th to review the design. Following the Board of Trustee review and approval, MBAJ will begin Design Development.
- Pharr Renovation and Expansion – Phase I
General contractor bids were received on March 25, 2014. Pinnix, Inc. was the low bidder on both base bid and add alternates. The bid was approved by the Board of Trustees on April 8, 2014. E.D.A has approved awarding to Pinnix. The bid has been submitted to State Construction for review and approval. Equipment and furniture have been removed from the spaces to be renovated to facilitate immediate start of demolition once the construction contract is in place.
- Myers Center Auditorium Renovation
Drywall and painting are complete. The suspended ceiling has been installed in the front third of the space. Structural steel for the partition support has been fabricated and installation is in progress. The partition tracks have been received and installation will follow closely behind the structural steel completion. The two new bathrooms and the storage areas are complete. The current projection for completion date is mid-June.
- Craig Arts and Sciences Building ADA Compliant Elevator
Foundation work is complete. Masonry work is in progress and steel erection will begin soon. Electrical switch gear replacement will occur in May. Work is on schedule to complete the project by August.

G. FINANCE

1. FY 2014-2015 Proprietary Budgets

The proposed FY 2014-15 proprietary operating budgets are listed below:

- Bookstore
The annual book price increase offsets lower enrollment, leaving overall revenue unchanged in FY 2014-15.
- Food Service
Food Service revenue decreases to reflect FY 2013-14 actual revenue. Personnel expenses decline as the rotation from full time to part time staffing continues. The cost of food and beverages declines in tandem with revenue.
- Usage Fee
Usage fees continue to decrease with enrollment. The Facility Repairs line adjusts to balance the budget.

- Vending, Discretionary, President's Discretionary, and Fine Arts
 Vending revenue decreases in FY 2014-15 with enrollment and on lower soda sales. The Discretionary budget, Projects line, absorbs the offsetting expense reduction.
- Textile Center
 Textile Center revenue is stable during FY 2014-15. Textile Center expenses increase as part-time employees migrate to full-time positions. Equipment expense increases to reflect FY 2013-14 actual spending.
- SGA
 Student activity fees decrease with enrollment. Several expense lines adjust to balance the budget.
- Print Shop
 Print Shop revenue decreases as College departments work to balance their budgets. The decrease in revenue is offset by lower paper and supply costs as well as reduced copier equipment rental rates.
- Fire Training
 The Fire Training program anticipates stable revenue and expense during FY 2014-15.
- Cosmetology & Esthetics
 Revenue increases during FY 2014-15 as the Esthetics program completes its first full year. Revenue from the Cosmetology and Esthetics programs continue to offset costs related to opening the Esthetics program.
- Gaston College 50th Anniversary
 Fund activities related to Gaston College's 50th Anniversary.

IMPLICATION FOR BUDGET

The FY 2014-15 proprietary expense budget totals are as follows:

Bookstore	\$3,594,778
Food Service	\$ 188,753
Usage Fee (Parking)	\$ 130,000
Vending	\$ 48,200
Discretionary	\$ 28,150
President's Discretionary	\$ 16,500
Fine Arts	\$ 3,550
Kimbrell Campus Textile Testing	\$1,142,613
Student Activity	\$ 112,860
Print Shop	\$ 371,424
Fire Training	\$ 319,963
Cosmetology & Esthetics	\$ 48,200
50 th Anniversary	\$ 25,000

Upon a recommendation by the Finance Committee, Mr. Campbell moved that the Gaston College Board of Trustees approve the FY 2014-2015 Proprietary Budgets as presented. The motion carried.

2. Approval of College Fees

The schedule reports several testing and fee changes. In the Curriculum Fees section, the Career Readiness Certificate fee was clarified to reflect the per test cost, which is \$10 to \$15; most students take three tests. The Residual ACT testing fee decreased \$0.50 and the TEAS Testing Fee increased \$5. Practical Nursing fees from ATI increased from \$133 and \$166 to \$177. The fee schedule eliminates the GED testing fee, which the student now pays directly to Pearson, and the fee waiver related to the discontinued senior citizen tuition waiver.

In the Continuing Education section, the EMS Fisdap Scheduler fee increased from \$80 to \$215 and now includes additional services. Two EMS Fisdap fees were eliminated and the remaining EMS fees for EMTTESTING each increased \$10 to \$20.

The increases in fees are to offset increases in operating costs for the tests and programs involved.

CURRICULUM FEES

Student Fees

Usage Fee (Parking & Security)	\$12.00 (\$10.00 for summer)
Lab and Clinical Fees	\$ 6.00 per lab hour (no maximum)
Graduation	\$45.00 Curriculum, \$15 Life Skills
Student Activity Fee	\$ 1.50 per credit (\$12 maximum, fall and spring only)
Transcript Fee	\$ 5.00
Career Readiness Certificate (CRC)	\$10.00 to \$15.00 per test
* Residual ACT Testing Fee ¹	\$33.50 (pass through fee)
* TEAS Testing Fee ²	\$40.00 (pass through fee)
Malpractice Insurance (Healthcare students)	\$13.00
BLET Accident Insurance	\$21.00
Return Check Fee	\$25.00
Parking Violation Fee	\$ 5.00 (Paid to Civil Penalty and Forfeiture Fund)
Technology Fee	\$ 1.00 per credit hour
Library General Collections Late Fee	\$ 0.10 per day
Library Reserves Late Fee	\$ 1.00 per day
Library Audiovisual Materials Late Fee	\$ 1.00 per day
Library Reference Materials Late Fee	\$ 1.00 per day
Library Lost or Damaged Item Fee	\$ 5.00

¹The Residual ACT is an on-campus testing program provided for ACT-participating colleges to administer the ACT to enrolled or admitted students who were unable to test on a national test date.

²TEAS (Test of Essential Academic Skills) measures reading comprehension, English skills (such as grammar and punctuation, basic math skills, and science knowledge). It is used as an admissions test for the RN, LPN-RN, and Vet tech programs.

Fees for Associate Degree Nursing

ATI and NCLEX fees are subject to variation and change. Portions of the ATI fee are taxable. The tax is included in the below-listed ATI fees. ATI and NCLEX fees are paid to ATI for the testing materials and the review program.

LPN-RN (3 semesters)	Summer	\$297.00 (ATI ⁴ + NCLEX ⁵)
	Fall	\$267.00 (ATI +NCLEX)
	Spring	\$233.34 (ATI +NCLEX)
Generic (5 semesters)	Fall	\$230.00 (ATI)
	Spring	\$175.00 (ATI +NCLEX)
	Summer	\$200.00 (ATI +NCLEX)
	Fall	\$181.00 (ATI +NCLEX)
	Spring	\$200.00 (ATI +NCLEX)

Fees for Practical Nursing

* PN (3 semesters)	Fall	\$177.00 (ATI)(pass through fee)
	Spring	\$177.00 (ATI)
	Summer	\$177.00 (ATI)

⁴ATI is Assessment Institute Technology and is a program for remediation and educational support that includes books and DVDs on all topics studied in all the nursing programs.

⁵NCLEX is National Council Licensing Exam – RN and is a review process that utilizes the scores from the ATI program to help students concentrate on any weak areas prior to taking the licensing exam after graduation.

Massage Therapy

Malpractice Insurance \$ 45.00 per year

CONTINUING EDUCATION

Regional Emergency Services Training Center fees:

State Breathing Equipment School	\$200 (meals/refreshments/job shirt/jacket/etc.)
	\$126 (additional out-of-state fee)
Flashover Simulator	\$150 (per burn)
	(more if off-site ⁷ outside Gaston & Lincoln)
Unified Command Course	\$250 (meals/shirt/equipment rentals)
Fundamentals of Search and Rescue	\$100 (NASAR Certification/textbook)
Training Center Fees	\$ 75 per person

⁷Off-site Flashover \$700 first day and \$200 each additional day plus \$2.00 per mile for fuel cost and \$28.50 hourly rate for instructor; \$15.00 travel time for instructors if it takes more than one hour to drive to the site. \$800 for weekend unit rental.

Nurse Aide I, Nurse Aide II, and Nurse Aid Refresher:

Nurse Aide I	\$ 25.00
Nurse Aide II	\$ 50.00
Nurse Aide Refresher	\$ 25.00

Economic and Workforce Development:

of Course Hours

0-24	\$ 2.00
25-50	\$ 4.00
50+hour class	\$ 6.00

EMS Fees:

Continuing Education

International Trauma Life Support (ITLS)	\$ 20.00 (pass through fee)
Pre-Hospital Trauma Life Support (PHTLS Provider)	\$ 15.00
Pre-Hospital Trauma Life Support (PHTLS Instructor/Renewal)	\$ 10.00
Advanced Medical Life Support (AMLS)	\$ 15.00
Advanced Medical Life Support (AMLS Instructor/Renewal)	\$ 10.00

Curriculum and Continuing Education

FISDAP⁸ Scheduler, Skills tracker, Comprehensive Exams.

* Unit Exams, Study Tools, Preceptor Training Package (Entire 2 year paramedic degree program)	\$215.00 (pass through fee)
FISDAP (EMT)	\$ 15.00
FISDAP EMT TESTING	\$ 20.00
* EMTTESTING ⁹ EMT – Emergency Medical Responder	\$ 30.00 (pass through fee)
* EMTTESTING ⁹ AEMT – Advanced Emergency Medical Technician	\$ 45.00 (pass through fee)
* EMTTESTING ⁹ Paramedic	\$ 60.00 (pass through fee)

⁸ FISDAP is online charting software to monitor students' clinical skills.

⁹ EMTTESTING.COM is professional testing for the EMS Profession and Computer Adaptive Testing.

* Denotes changed fee.

Upon a recommendation by the Finance Committee, Mr. Campbell moved that the Gaston College Board of Trustees approve all student fees as presented. The motion carried.

3. FY 2014-2015 Interim Budget

The North Carolina Community College Law 115D-57 states:

In case the adoption of the budget resolution is delayed until after July 1, the board of trustees shall authorize the president, through interim provisions, to pay salaries and the ordinary expenses of the institution for the interval between the beginning of the fiscal year and the adoption of the budget resolution. Interim provisions so made shall be charged to the proper allocations in the budget resolution.

There are no fiscal implications other than to authorize ongoing expenditures until the 2014-2015 Budget Resolution is approved by the Board.

Upon a recommendation by the Finance Committee, Mr. Campbell moved that the Gaston College Board of Trustees approve the Administration's request for the FY 2014-2015 Interim Budget, in accordance with the North Carolina Community College Law 115D-57. The motion carried.

4. Pharr Renovation Phase II Funding Source

Pharr Renovation Phase II planning must begin in order to meet the EDA deadline of July 1, 2015, for the start date of construction for all three phases of Pharr Renovation and CAM construction. Pharr Phase II was included in the EDA scope of work at \$1.275 Million. Phase II will include renovations and improvements to the Automotive and HVAC classrooms and labs, renovation of the office area, remodeling of the two bathrooms to ADA compliant facilities, and structural repair to the northwest exterior masonry wall that is settling and cracking. Hopes are to fit at least 50% of a new roof for the building into Phase II, if funds are available. (The first 50% is to be funded with county capital funds).

The source of funds for Pharr Phase II is identified as 100% donated funds.

Following is a summary of the three related projects:

Project	Pharr Phase I	CAM	Pharr Phase II	Grand Total
Source of Funds:				
County Bond Funds	\$725,000	\$2,870,000	----	\$3,595,000
Golden Leaf Grant	500,000	----	----	500,000
EDA Grant	----	1,500,000	----	1,500,000
Donated Funds	----	<u>42,031</u>	<u>\$1,275,000</u>	<u>1,317,031</u>
Total Budget	\$1,225,000	\$4,412,031	\$1,275,000	\$6,912,031
Architect	ADW	MBAJ	ADW	
General Contractor	Pinnix	TBD	TBD	
Timeline:				
Construction to begin	May 2014	April 2015**	June 2015**	
Construction to complete	December 2014	May 2016**	February 2016**	

** Estimated Dates

Grant Timeline Requirements:

Golden Leaf grant includes a construction completion deadline for Pharr Phase I of December 31, 2014, in order to provide classroom space to support the program growth goals in Welding and Machining.

EDA Grant requires all phases of construction to begin by July 1, 2015, and to complete by July 1, 2018.

Since Pharr Phase II is funded solely by donated funds, State Construction Form 3-1 will reflect the Foundation as the source of funds. Since these funds have not yet been raised, the Gaston College Board of Trustees must procure a guaranteed source of funds for the project. The Gaston College Foundation Board of Directors could provide Foundation funds as a guaranteed source of funding, should fundraising fall short of the required \$1.275 Million.

This action is similar to what has been done in the past with building projects and will ensure the source of funds for construction of Pharr Renovation Phase II. There will be many naming opportunities and at the June Board of Trustees Meeting a list will be provided of whom the Foundation will be contacting regarding these opportunities.

Upon a recommendation by the Finance Committee, Mr. Campbell moved that the Gaston College Board of Trustees request the Gaston College Foundation Board of Directors to approve Foundation funds as a guaranteed source of funding for Pharr Renovation Project, Phase II, should fundraising fall short of the required \$1.275 Million. The motion carried.

5. Supplemental State Budget Allocation and Reversion

Customized Training (361) in the amount of \$35,403 and (359) in the amount of \$3,593, for a total of \$38,996, was not included in the FY 2013-2014 State Aid Allocations and Budget Policies document. It was presented to the Board as a matter of information.

6. Financial Reports

Ms. McCrory reviewed the Summary of Expenditures for FY 2013-2014 year-to-date for State, Gaston, and Lincoln Counties operating budgets, and proprietary accounts, in comparison to the previous year. The information was presented to the Board as a matter of information. The Finance Department will be evaluating options over the summer for the cafeteria.

Dr. Skinner and Ms. McCrory met with Mr. Earl Mathers, Gaston County Manager, to discuss the Gaston County Budget. Mr. Mathers relayed that he did not have the authority to give the College an increase in county funding. Any extra funding would have to come directly from an agreement with the Gaston County Commissioners and the Gaston College Board of Trustees.

Mr. J. A. Dalpiaz is sponsoring a social and dinner on May 13, at 6:00 p.m., at the Gaston Country Club, for the Gaston County Commissioners and the Gaston College Board of Trustees to discuss budget concerns.

H. REPORT FROM NCACCT

Mr. Vinson reported that the NCACCT had a very successful legislative law seminar April 9-11, 2014. The association is working very diligently with college presidents and lobbyists on

the budget for the short sessions to keep funds that were allocated last year as one-time funds in the community college budget for FY 2014-2015.

Mr. Vinson encouraged Board Members to attend the *Regional Trustee Training: Role of the Trustees in Student Success*. Funding for the training is through a Gates Foundation grant. It will be held August 13, 2014, at Gaston College, from 9:30 a.m. to 2:30 p.m. Trustees from Gaston, Catawba, Central Piedmont, and Rowan Cabarrus Community Colleges are invited to attend. Trustees that have attended the training already have reported it as very informative and a great way to learn about student success. He asked the trustees to be sure to put the date on their calendar.

I. CHAIRMAN'S REPORT

Chair Smith reminded trustees that graduation is on May 16, and if they are available to participate to please let Ms. Dixon know, and she will provide them with an information packet.

A new schedule of Board meetings was distributed; the dates are subject to change.

J. ANNOUNCEMENTS

Chair Smith asked the Board members to be sure to review the upcoming College events, meetings, and reminders.

K. EXECUTIVE SESSION

In accordance with provisions of G.S. 143-318-11 (6), Chair Smith entertained a motion to enter the Board into Executive Session for the purpose of reviewing a personnel matter. Mr. Campbell made the motion, seconded by Ms. Robinson. The motion carried.

Chair Smith entertained a motion to close Executive Session and return to Open Session. Mr. Campbell made the motion, seconded by Ms. Robinson.

Chair Smith entertained a motion as a result of their discussion. Mr. Campbell moved that the Board of Trustees give the President an Excellent evaluation for her performance for FY 2013-2014 from the Board of Trustees. Mr. Vinson seconded the motion. The motion carried. Dr. Skinner's evaluation will be communicated to the North Carolina State Board of Community Colleges pursuant to G.S. 143-318-11 (6).

L. ADJOURNMENT

There being no further business to come before the Board, Chair Smith declared the meeting adjourned at 6:09 p.m.

Respectfully submitted,

Ron Hovis, Secretary

James C. Smith, Chair

Mary Ellen Dillon, Recording Secretary

(College Seal)