

**Minutes of the
Gaston College
Board of Trustees Meeting
Myers Center Board Room
June 11, 2018**

Members Present: Mr. Stephen Campbell, Secretary
Sheriff Alan Cloninger
Mr. John Dancoff
Ms. Jennifer Davis
Mr. Brad Overcash
Dr. Jim Ragan, Vice Chair
Ms. Suzanne Riley
Ms. Natalie Tindol
Mr. Randy Vinson

Dr. Patricia Skinner, President

Members Absent: Judge Craig Collins
Mr. Ron Hovis
Mr. Tom Keigher
Mr. James Smith
Dr. Jim Watson, Chair
Ms. Kyra Rhyne, SGA President

Others Present: Ms. Julia Allen, Mr. Todd Baney, Ms. Rachel Bellflowers, Mr. Matt Blackwell, Mr. Sam Buff, Ms. Sherry Carpenter, Ms. Sherri Chavis, Ms. Katrina Conley, Dr. Dewey Dellinger, Ms. Mary Ellen Dillon, Ms. Lynda Ellington, Ms. Misti Elting, Ms. Renita Johnson, Mr. Ray Maxwell, Ms. Cynthia McCrory, Dr. Dennis McElhoe, Ms. Stephanie Michael-Pickett, Ms. Jennifer Nichols, Mr. Jeremy Railton, Dr. Silvia Patricia Rios Husain, Ms. Cathy Wilson; and Mr. Carl Stewart, College Attorney.

- **Vice Chair Ragan called the meeting to order at 4:02 p.m. and declared a quorum present.**
- **Invocation – Ms. Riley**
- **Ethics Awareness and Conflict of Interest Reminder**

Vice Chair Ragan reminded Trustees of the ethics requirements of public servants and also requested they identify any conflicts of interest or appearance of conflicts of interest present. Sheriff Cloninger noted he may have an appearance of conflict of interest with regard to the topic – *Firing Range Agreement with the Town of Cramerton*. He stated he would abstain from the vote when the topic was discussed if he did have a conflict.

A. APPROVAL OF THE AGENDA

Vice Chair Ragan asked if there were any changes, additions, or corrections to the agenda. None were identified. Sheriff Cloninger moved to approve the agenda; Mr. Dancoff seconded the motion. The motion carried.

B. APPROVAL OF THE MINUTES FROM THE MAY 7, 2018, BOARD OF TRUSTEES MEETING.

Vice Chair Ragan presented the Minutes of the May 7, 2018, Board of Trustees Meeting and asked if there were any additions or corrections. No changes were identified.

Mr. Vinson moved to approve the May 7, 2018, minutes; Mr. Campbell seconded the motion. The motion carried.

C. WELCOME/INTRODUCTIONS AND SPECIAL PRESENTATIONS

1. Welcome/Introduction of New Employees

Dr. Skinner welcomed Ms. Sherry Carpenter, Staff Senate President, and Mr. Jeremy Railton, Faculty Senate President, to the meeting. She also welcomed Mr. Ray Maxwell and Mr. Matt Blackwell who were attending the meeting to represent Gaston County concerning the Gaston County Greenway.

Dr. Skinner Introduced:

Ms. Katrina Conley, Administrative Assistant to the Chief Administrative Officer

2. Recognition of Service to the Board of Trustees – Mr. Tracy Philbeck

Vice Chair Ragan explained that Mr. Philbeck was not at the meeting, and he would address comments regarding his service to the Board during his Chairman's Report.

3. NC Works Career Coach Program – Dr. Husain and Ms. Nichols

Dr. Husain and Ms. Nichols provided a presentation to highlight the work currently being done in Gaston and Lincoln counties schools through the NC Works Career Coach Program. This program places a Career Coach directly in the high schools to assist student in determining career goals and identifying community college programs that would enable them to achieve their goals.

Dr. Husain relayed that this grant-funded program began in 2016 and is a collaborative initiative involving our two public school systems, Gaston College, NC Works, and the business communities of Gaston and Lincoln counties. Ms. Nichols explained that the Coaches are seasoned educators who must embrace the high school mentality. They work

hand-in-hand with school counselors, psychologists, and social workers to reach out to students, spending at least 30 hours per week with the students.

The Career Coaches rotate through three high schools in Gaston County and two high schools in Lincoln County providing numerous services for the students. Data provided in the presentation highlighted the success of this program and its impact on enrollment in Career and College Promise courses at Gaston College. The Career Coach for Gaston County Schools, Ms. Misty Elting, was introduced to the Board. Mrs. Smykowski, the Lincoln County Career Coach, was not in attendance. Not only do the Coaches inform students of services and programs at Gaston College, but they also try to reach parents to relay the great educational quality and value the College represents.

Dr. Ragan thanked Dr. Husain and Ms. Nichols for their work and the good things they are doing to promote student success. Dr. Skinner also thanked them for their work and added how critical this partnership is with Gaston and Lincoln counties schools in reaching out to students to let them know what is available for them at Gaston College.

D. PRESIDENT'S REPORT

Following is a summary of Dr. Skinner's activities and travel since the May 7, 2018, Board meeting. Additional details for each item can be found with the report in the Board packet distributed at the meeting.

- Economic Development Commission (EDC) Board Meeting - The EDC Board held its bi-monthly meeting on Tuesday, May 8, 2018.
- Western Presidents Meeting - The Western Presidents Meeting took place on May 9, 2018, at Western Piedmont Community College.
- Gaston College Graduation - Another successful graduation ceremony was held on May 11, 2018; this was Gaston College's 53rd Commencement. There were a total of 995 graduates with approximately 850 walking that day.
- Gaston College Study Tours - The Gaston College Study Tours departed Charlotte on May 14, 2018, for a 10-day tour of the Greek Isles with 23 attendees. Mr. Bob Blanton, Chair of Social and Behavioral Science and a History Instructor at the College was the College's leader and chaperone; Dr. Skinner attended as a chaperone as well.
- North Carolina Guided Pathways to Success Institute I – Mapping Pathways - The North Carolina Guided Pathways to Success (GPS) Institute-I was held May 29-30, 2018, at Guilford Technical Community College. Gaston College is part of the first cohort of North Carolina community colleges working to implement Guided Pathways. During the Institute, Dr. Skinner served on a panel with two other presidents (Dr. Bill Ingram and Dr. Mary Rittling) where they were asked to discuss their role as a president leading change focused on student success.

Gaston College will hold a GPS Retreat on June 25 for their GPS team. The Guided Pathways to Success initiative will also be the topic for Gaston College's Convocation on August 17, 2018.

- Update on High School Credit for College Courses - The State Board of Education / Department of Public Instruction has revised the Course for Credit (CCRE-001) policy to change how college courses receive high school course credit on the high school transcript. Dr. Skinner thanked Mr. Overcash and Mr. Dancoff for their follow through on this issue.
- NCSU Textile Proposal Update – Dr. Skinner and Mr. Baney will provide an update to the Textile Center Advisory Board concerning the NCSU Textile Proposal on June 14. This will be a step in determining which direction the local leaders in the textile industry wish to go with this initiative. Concerns about services related to pricing, flexibility, and turnaround time have been expressed. There are also concerns about property maintenance and retaining equipment locally and not having it moved to Raleigh. Dr. Skinner will keep the Board apprised of progress on this initiative.

E. SGA PRESIDENT'S REPORT

Vice Chair Ragan welcomed Ms. Rachel Bellflowers, former SGA President, to the meeting to provide the update on SGA activities since May 7, 2018. Ms. Kyra Rhyne, new SGA President for FY 2018-19, was not available for the meeting. The report in its entirety is filed with the minutes. Following the report, Vice Chair Ragan thanked Ms. Bellflowers and wished her the best of luck with her studies at Appalachian State.

Stress Free Day - The Student Government Association held Stress-Free Day events on the Kimbrell (April 24th), Lincoln (April 30th), and Dallas (May 3rd) campuses to provide Exam Survival Kits containing a variety of snacks for students.

Annual Juried Student Art Show - Reception and Awards Presentation - On May 1, 2018, the Gaston College Art Department held a reception and awards presentation for its Annual Juried Student Art Show.

Awards Banquet - On May 1, 2018, Gaston College held its annual Awards Banquet in recognition of outstanding graduates.

F. CAMPUS AFFAIRS

1. Revised Holiday Policy (3-75)

Dr. Ragan asked Mr. Baney to walk the Board through this policy change.

On April 20, 2018, the State Board of Community Colleges voted to amend 1C SBCCC 200.94 - "Holiday Leave," which requires that all North Carolina Community Colleges adopt a standard 12-day paid holiday schedule for the fiscal year beginning July 1,

2018, for those positions that earn Annual (Vacation) Leave (i.e., Full- and Part-time Regular, and Full-time Temporary Staff Positions).

The Rule change followed a report issued by the Office of State Auditor on January 25, 2018, and is intended to avoid potential inequities created between community college and State employees participating in the same Teachers and State Employees Retirement System (TSERS), by community college employees who earn annual leave being paid more Holiday Leave than State employees. The notification memo from the NCCCS Office, which includes the updated State Code Rule, is attached. The effective date of the change is July 1, 2018.

As a result of the change, Gaston College will need to revise its current Holiday Policy (3-75) to reflect the specific Rule set forth by the State Board, and reduce its paid holidays from 15 to 12.

Except for a few introductory statements, the exact wording from the new Rule is used in the revised policy. Current policy statements that are no longer applicable are crossed out.

Note: This change to the College's Holiday Policy will not affect the upcoming Academic Calendar for faculty and students as it relates to the current holiday schedule, but will change the holidays for applicable staff positions. This Rule change, and the reduction from 15 to 12 paid holidays, will not affect salary costs.

Upon the recommendation of the Campus Affairs Committee, Dr. Ragan moved to recommend that the Gaston College Board of Trustees approve the revised Holiday Policy (3-75), as presented. The motion carried.

2. Recommended Paid Holiday and Required Leave Day Schedule

Chair Ragan called on Mr. Baney to explain how the Paid Holiday and Required Leave Day Schedule was set.

The new Rule requires adjusting the number of paid holidays from 15 to 12. The three (3) paid holidays to eliminate include:

- Eliminate two (2) Winter Break days as paid holidays
- Eliminate Easter Monday (April 22, 2019) as a paid holiday

Mr. Baney explained that a survey had been sent to Campus asking staff for input regarding which days they would prefer to have as holidays. There were 174 respondents to the survey; and, of those, 68% voted to keep the College's current schedule of holiday time. Additionally, the Campus Calendar Committee (which has been in existence for the last 15 years) met to discuss setting the holiday schedule.

A vote was taken, and the following schedule listed below was the majority's recommendation for FY 2018-2019:

1. July 4, 2018	Independence Day	Paid Holiday
2. September 3, 2018	Labor Day	Paid Holiday
3. November 22, 2018	Thanksgiving	Paid Holiday
4. November 23, 2018	Thanksgiving Friday	Paid Holiday
5. December 20, 2018	Winter Break	Paid Holiday
6. December 21, 2018	Winter Break	Paid Holiday
7. December 24, 2018	Winter Break /Christmas Eve	Paid Holiday
8. December 25, 2018	Winter Break/Christmas Day	Paid Holiday

December 26, 2018 - Winter Break – Required Leave Day
(Vacation, Bonus, Comp-time, Leave Without Pay)

December 27, 2018 - Winter Break – Required Leave Day
(Vacation, Bonus, Comp-time, Leave Without Pay)

December 28, 2018 - Winter Break – Required Leave Day
(Vacation, Bonus, Comp-time, Leave Without Pay)

December 31, 2018 - Winter Break – Required Leave Day
(Vacation, Bonus, Comp-time, Leave Without Pay)

9. January 1, 2019	New Year's Day	Paid Holiday
10. January 21, 2019	Martin Luther King Jr. Day	Paid Holiday
11. April 19, 2019	Good Friday	Paid Holiday
12. May 27, 2019	Memorial Day	Paid Holiday

Note: The proposed adjustment/schedule does not affect faculty, students, or the 2018-19 academic calendar. Each year, the holiday schedule will need to be brought to the Board of Trustees for approval per the Holiday Policy (3-75).

Dr. Ragan relayed to the Board that although the Rule states that the Board of Trustees shall determine when holidays are scheduled, he felt that determining the College's holidays was not the Board's role and was more suited to management. He advised contacting the System Office and having the prescriptive language in the System Office's Rule be changed to delegate that duty back to the President and her staff. Vice Chair Ragan also asked that the record clearly show that with regard to the reduction of holidays everything was done to gather the opinions of all those affected at Gaston College by this reduction regarding which days were preferred as holidays.

Upon the recommendation of the Campus Affairs Committee, Dr. Ragan moved that the Gaston College Board of Trustees approve the Recommended Paid Holiday and Required Leave Day Schedule for FY 2018-2019, as presented. The motion carried.

In closing, Dr. Skinner mentioned that the legislature had granted five (5) bonus days to employees in the FY 2018-19 budget. Those days could be used to offset the loss of the three (3) holidays.

G. FACILITIES

1. Gaston County Greenway Easement Request

Gaston County has received a substantial CMAQ (Congestion Mitigation and Air Quality) grant (\$513,000) from the NC Department of Transportation to establish a walking/biking trail (greenway) from Dallas Park to Gastonia Technology Parkway. This is the first phase of a project to ultimately extend the greenway from Dallas Park to Rankin Lake Park. The estimated cost for Phase 1 of the project is \$650,000. Mr. Ray Maxwell, Gaston County Public Works Director, and Mr. Matt Blackwell, Contracts Coordinator for Public Works, presented details regarding the project.

Three (3) distinct potential pathways were evaluated by Gaston County and Gaston College personnel to determine the optimal path for the greenway. A picture was displayed of the proposed pathway. There is no viable pathway that does not involve an easement onto College property.

The proposed pathway would cross the access road to the College's driving track, and will require the Criminal Justice Academy to modify its training patterns so that the access road is not used for high speed maneuvers, since hikers and bikers might be present on the greenway. Mr. Dennis Crosby, Director of the Criminal Justice Academy/BLET program, is aware of this change, and a plan is in place to add a gravel apron to the existing driving track to provide an alternative training pattern.

The estimated cost of adding a gravel apron to the west side of the existing driving track to modify the driving training pattern away from the access road is \$4,500.

Several concerns were brought forward by the Board:

- As this greenway/pathway would be a permanent easement on the College's property, looking to the future, would it acquire the flattest land the College owns in that area thereby taking future buildable sites?
- Have other pathway directions been discussed? Could the pathway be moved more to the west, closer to the driving track?
- Depending on where the pathway is situated, will there be a need to add fencing or more natural buffers?
- Who will have the right of way when the pathway crosses the road to the driving track?
- How will a clear line of sight be provided as pedestrians or bicyclists approach the road crossing?
- If pedestrians have the right of way at the crossing, how will this be indicated?
- How and who would monitor the path for illegal and/or dangerous situations/activities?
- Will the College be responsible for crimes committed?

- Does the College's Campus Police department need to be increased to patrol/monitor this area?
- Would Campus Police have to patrol on foot? Can they use a golf cart?
- How wide is the pathway? Would using a golf cart on the pathway be a danger to pedestrians/bicyclists? Is there enough room to pass easily?
- Who would be responsible for injured persons and what would the College's liability be to users?
- Can an emergency vehicle drive on the pathway to reach an injured person?
- What are the hours of operation? Would the path be open 24 hours a day? Could it be limited? Does the State have any objections to closing the pathway during certain hours? If the pathway is supposed to be closed, will the College's Campus Police be responsible to chase trespassers?
- How and where could gates be used to block the path?
- How would cars that might park on the driving track road to enter the pathway be blocked?
- How would greenway users be informed that smoke from the Burn Building is not a forest fire?
- Can movable blocks, that could be moved for emergency vehicles, be added to the trailheads to block cars from entering the pathway, but could be moved for emergency vehicles?
- If the College builds another building on land close to the pathway, will there be an issue if cars must cross the easement pathway to access that building?
- Who will have the responsibility for security issues for the trail itself, such as lighting, call boxes, and other needs?
- Who would have responsibility for maintenance, repairs, and hazard elimination?

The Board may have additional concerns upon reflection of this topic and may bring those forward at a future meeting for resolution.

Upon the recommendation of the Facilities Committee, Mr. Dancoff moved that the Gaston College Board of Trustees approve the greenway easement as requested by Gaston County. This motion was declined.

Upon discussion of the Gaston County Greenway, Mr. Campbell moved that the Gaston College Board of Trustees approve the concept of the greenway subject to all of the College's concerns being resolved. Sheriff Cloninger seconded the motion. The motion carried.

2. David Belk Cannon Therapeutic Pool Removal

A therapeutic pool was installed with the construction of the David Belk Cannon Health Education Institute in 2009. The therapy pool was requested by former Therapeutic Massage department chair, Ms. Ann Hibbert, and supported by former Health and Human Services Dean, Nancy Porter, at the time of construction. Health and Human Services envisioned using the pool as part of the Therapeutic Massage curriculum. Unfortunately, the pool was never used for the program; and the pool's upkeep has been expensive.

To ensure the chlorine and pH levels are safe, the College contracted with Gage pools for testing at a weekly rate of \$80. A separate annual fee of \$4,900 was paid to Hydroworx to maintain the heater, pump and filter. The College also paid an inspection fee of \$200 to Gaston County each year.

Health and Human Services is requesting removal of the pool due to lack of current or expected use and excessive maintenance costs. The Human Performance Lab, which housed treadmills, respiration measurement machines and other equipment, can be relocated to this space. This move would free up a large classroom (DBC 170) for the EMS program to utilize as a classroom and simulation space. Filling the pool and reconfiguring the therapeutic pool room will also provide a small seating area for classes in the south wing. The project cost is estimated at \$105,000. Annual maintenance savings from pool removal would be \$9,100.

Upon the recommendation of the Facilities Committee, Mr. Dancoff moved that the Gaston College Board of Trustees approve the removal of the David Belk Cannon therapeutic pool. The motion carried.

3. Capital Report

A Capital Report on the Veterinary Technology Facility was submitted for the Board's information and review. No action was required.

Veterinary Technology Facility

Ms. McCrory was happy to report a new source of funds is reflected in the report for \$1,000,000, subject to the Governor passing the 2018-19 State Budget. Senator Harrington had added this funding as a special allocation in the budget for the Veterinary Technology Facility, and it should be sufficient to cover construction costs of the building. State Construction has the construction documents for review. If things continue, the College will go out for bids on the project in the summer, have a contractor approved by the Board in September, and break ground in October.

H. FINANCE

1. Proposed firing Range Agreement with Town of Cramerton

The Town of Cramerton has approached Mr. Dennis Crosby, Director of the Criminal Justice Academy/BLET program, regarding a potential partnership related to the Firing Range facility. Cramerton is in the process of selling its town firing range and proposes a significant contribution to fund improvements to the College firing range in exchange for guaranteed sole use of the firing range facility by the Town of Cramerton Police Department for thirty-six (36) days per year, with scheduling priority over other jurisdictions. A copy of the draft agreement was reviewed by the Board.

Potential implications of the agreement include:

Advantages:

- Provides a significant capital infusion (\$500,000) to fund major improvements to the firing range, including paving, a fully covered range and possibly automatic turning targets.
- Strengthens the relationship between the Town of Cramerton Police Department and the Criminal Justice program at Gaston College.

Possible Challenges:

- Potentially, negatively impacts partnerships with other jurisdictions, since Cramerton would have exclusive use and first choice of up to 36 training days per year. Those 36 training days would need to be clearly defined.
- Loss of some flexibility in scheduling.
- Sets a precedent whereby other groups may want to pay for preferential scheduling.
- Extended length of terms of payment (proposal provides \$350,000 now and \$5,000 per year for 30 years).
- Coordinating the terms of Cramerton's agreement with the terms of the existing City of Gastonia property lease agreement for the firing range. A copy of the dated lease agreement with the City of Gastonia was available for review.

Upon the recommendation of the Finance Committee, Mr. Campbell moved that the Gaston College Board of Trustees approve the proposed concept related to the use of the firing range with the Town of Cramerton, subject to the successful negotiation of contract terms, and authorizes the College Attorney and College Administration to negotiate the terms of the associated agreement. The motion carried.

2. State Purchasing Compliance Review

North Carolina Administrative Code Title 1, Chapter 5, Section .1605 empowers the Division of Purchase and Contract (P&C) with the authority to conduct compliance reviews on purchasing practices at all agencies. The purpose of the compliance review shall be to determine if an agency is complying with North Carolina's purchasing laws and regulations and whether the agency should continue having the same delegation amount, have it reduced, or increased.

The College was notified on March 15, 2018, that the Division of Purchase & Contract was preparing to conduct a routine compliance review of the purchasing process and activities of Gaston College for the period March 1, 2017, through February 28, 2018. The last purchasing compliance review was conducted in 2013.

A random sample of 115 purchase orders was selected from a population of 1,830 E-Procurement purchase orders. A random sample of 123 direct payments was selected from a population of 1,483 direct-pay payment files. A random sample of 114 P-Card purchases was selected from a population of 1,483 P-card purchase files. The random

sample is intended to provide a diverse selection of transactions for review, including: contracts (term, agency specific, service), requisitions, approvals, purchase orders, file documentation, the receiving process, invoices, retention, etc.

The compliance review findings, recommendations, and responses are as follows:

Finding 1: Not Purchasing from Statewide Term Contract

Finding:

Of the 115 purchase orders reviewed, 3% (3) did not utilize available Statewide Term Contracts and did not show evidence that pricing received was less than offered by Statewide Term Contract vendors.

Recommendation:

Gaston College must comply with North Carolina General Statutes and the North Carolina Administrative Code by utilizing Statewide Term Contracts or, when authorized, adequately documenting the reason for deviating from this requirement in the respective file.

Response:

Gaston College will continue to make every effort to comply with North Carolina General Statutes and the North Carolina Administrative Code by utilizing Statewide Term Contracts or, when authorized, adequately documenting the reason for deviating from this requirement in the respective file.

Finding 2: Not Seeking Competition for Purchases Over \$5,000

Finding:

Of the 123 direct pays files reviewed, 1% (1) were purchased without required competition and lacked sufficient documentation to justify non-competition.

Recommendation:

Gaston College must solicit competition for purchases involving an expenditure of public funds over \$5,000, or appropriately document justification for a waiver of competition.

Response:

Gaston College will solicit competition for purchases involving an expenditure of public funds over \$5,000, or appropriately document justification for a waiver of competition.

Finding 3: Issuing Purchase Orders After the Fact: Confirming Orders

Finding:

Of the 115 purchase orders reviewed, 3% (4) were issued at the conclusion of the transaction to facilitate payment to the vendor; commonly referred to as "confirming orders".

Recommendation:

Gaston College must cease the practice of confirming orders and follow proper NC E-Procurement procedures for each purchase.

Response:

Gaston College will cease the practice of confirming orders and follow proper NC E-procurement procedures for each purpose.

3. FY 2018-2019 State Budget Update (As of: May 29, 2018)

The Conference Committee budget was issued on May 28, 2018, and votes are expected in the House and Senate the week of June 4. The budget process was shortened by legislators to only issue a conference budget amendment to last year's biennial budget (Senate Bill 99), instead of the traditional budgets issued separately by the Senate and House. The rationale was based upon the limited amount of additional recurring funding available to allocate in an updated budget.

Provisions that benefit the Community College system and Gaston College include:

- Funding for short-term workforce training parity (the #1 priority for the system): Total funding \$14.7 Million, with \$6.4 Million recurring and \$8.3 Million non-recurring. Total system requested: \$16.5 Million.
- Maintains funding from last year's biennial budget for FY 2018-19 to provide a 2% salary increase to community college workers. Total funding: \$24.1 Million recurring. The amendment will also raise the minimum annual state employee pay to \$31,200, or \$15 per hour.
- Awarding five (5) bonus leave days for positions that earn annual leave that may be carried forward year to year, but have no cash value at retirement.
- A special allotment to Gaston College of \$1 Million non-recurring for the construction and equipping of the Veterinary Technology building.

Since the budget was just posted, the funding breakdown by college has not yet been issued. This information will be made available to the Finance Committee once issued by the System Office.

Ms. McCrory added that recently the Governor had vetoed the budget; however, the Senate had overridden the veto, and the House was scheduled to meet June 12 to, hopefully, approve the budget.

4. FY 2018-2019 County Budget Updates (As of: May 29, 2018)

2018-19 Gaston County Budget Update

Gaston County Manager Earl Mathers presented his proposed FY 2018-19 county budget to the Gaston County Commissioners at their May 22, 2018, meeting. The meeting was sparsely attended.

As expected, Mr. Mathers recommended fully funding the \$5,352,237 operating budget request for Gaston College and has included the historical \$697k for the College’s capital budget.

The County budget included a 3% Cost of Living salary increase for county employees, as did the Gaston County school budget, so all three (3) entities are consistent in the amount requested.

There is no recommended tax increase.

There will be a public hearing, and the Commissioners will vote on accepting the budget on June 12, 2018.

2018-19 Lincoln County Budget Update

Lincoln County Manager Kelly Atkins presented his proposed FY 2018-19 county budget to the Lincoln County Commissioners at their May 21, 2018, meeting.

As expected, Mr. Atkins recommended partial funding of the College’s budget request due to funding constraints:

	<u>2018-19 Budget Requested</u>	<u>2018-19 Budget Manager’s Recommended</u>	<u>2017-18 Approved Budget</u>	<u>Percentage Increase</u>
Operating	\$230,650	\$217,794	\$203,742	6.9%
Capital	50,000	30,000	30,000	0%

The County budget included an average salary increase of 8.38%, with \$3.25 Million invested in making county salaries competitive, based upon a FY18 salary study completed by the county.

There is no recommended tax increase.

There will be a public hearing, and the Lincoln County Commissioners will vote on accepting the budget on June 18, 2018.

5. Supplemental State Budget Allocation

Supplemental State Budget Allocation received after the FY 2017-18 State Budget was finalized.

#6	Customized Training	\$38,907
----	---------------------	----------

6. Financial Reports

A summary of expenditures for FY 2017-2018 through April 30, 2018, for State, Gaston, and Lincoln operating budgets and proprietary accounts in comparison to the previous year was presented for the Board's review and information. No action was necessary.

I. REPORT FROM NCACCT

Mr. Vinson reported that during the final budget negotiations, the NCACCT lobbyist was at the bargaining table, which he feels was an important and helpful step for community colleges in the budget process. In his last few weeks of service as Chair of the NCACCT Executive Board, Mr. Vinson is working to reorganize the PAC (Political Action Committee) and hopes to establish NCACCT staff to run the PAC.

Vice Chair Ragan thanked Mr. Vinson for his report and service to this association.

J. CHAIRMAN'S REPORT

1. Gaston County Commissioners Meeting

The Gaston County Board of Commissioners will have their budget meeting on Tuesday, June 12, at 6 p.m., at the Gaston County Courthouse. Vice Chair Ragan encouraged the Trustees to attend.

2. Legislative Liaison for the NCCCS Office

Vice Chair Ragan relayed that Dr. Watson had named Ms. Suzanne Riley to be Gaston College's Legislative Liaison for the NCCCS Office.

3. Community College Day

Community College Day, scheduled in Raleigh on June 26, has been canceled as the legislative session would be ending very soon so budget negotiations would be completed.

4. Board Meeting Dates for FY 2018-19

A list of meeting dates for FY 2018-2019 was placed in the back of the Trustees Board packet for their convenience. The only date not as yet identified was the Board of Trustees Retreat in January 2019. As soon as that date is set, an email will be sent to alert the trustees.

5. Fall NCACCT Meeting

The Fall NCACCT will be held in Asheville, September 5-7, 2018. The trustees were asked to hold that date on their calendars. Ms. Dillon will send out registration information as soon as it is released.

6. Board of Trustees Appointments/Reappointments

Vice Chair Ragan relayed to the Board that the Gaston County Board of Commissioners has appointed Mr. Tom Keigher to replace Mr. Tracy Philbeck on the Board. Mr. Philbeck has been an advocate for Gaston College to the Board of Commissioners and that advocacy was very much appreciated. Mr. Keigher had previously served on the Board for 10 years and will be warmly welcomed back for a four-year term. He was always a staunch advocate for Gaston College and had provided leadership on the Board through the Campus Affairs Committee.

Ms. Jennifer Davis has been reappointed by the Gaston County Board of Education; Mr. John Dancoff has been reappointed by the Lincoln County Commissioners; and Sheriff Cloninger has been reappointed by the Governor's Office. They will all serve four-year terms.

K. ANNOUNCEMENTS

Vice Chair Ragan invited the Board to review the list of upcoming meetings and events.

L. EXECUTIVE SESSION

In accordance with provisions of G.S. 143-318.11(a)(6), Sheriff Cloninger moved to enter the Board into Executive Session to discuss a personnel matter. Vice Chair Ragan seconded the motion. The motion carried.

Vice Chair Ragan moved to close the Executive Session and return the Board to regular session. Sheriff Cloninger seconded the motion. The motion carried.

Vice Chair Ragan entertained a motion as a result of their discussion. Sheriff Cloninger moved that the Board of Trustees give the President an Outstanding rating evaluation for her performance for FY 2017-2018 from the Board of Trustees. Randy 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).

M. AJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 6:05 p.m.

Respectfully submitted,

Stephen D. Campbell, Secretary

Dr. Jim Ragan, Vice Chair

Mary Ellen Dillon, Recording Secretary

(College Seal)