

**Minutes of the  
Gaston College Board of Trustees  
Teleconference Meeting  
May 18, 2020**

**Members Present on the Teleconference:**

Mr. Stephen Campbell  
Sheriff Alan Cloninger (joined the meeting at 4:12 p.m.)  
Mr. John Dancoff, Vice Chair  
Ms. Jennifer Davis, Secretary  
Ms. Iris Hopper  
Mr. Steve Huffstetler  
Mr. Brad Overcash, Chair  
Ms. Janie Peak  
Ms. Suzanne Riley  
Mr. James Smith  
Mr. Tim Smith (joined the meeting at 4:12 p.m.)  
Ms. Natalie Tindol  
Mr. Randy Vinson  
Ms. Tyazia Herring, SGA President  
  
Ms. Cynthia McCrory, Acting President

**Members Absent:** Mr. Tom Keigher

**Others Present:** Mr. Todd Baney, Dr. Dewey Dellinger, Ms. Mary Ellen Dillon, Ms. Lynda Ellington, Ms. Savonne McNeill, Dr. Audrey Sherrill, Mr. Luke Upchurch, Ms. Brittany Wilson; and Mr. Carl Stewart, College Attorney. The public was invited to listen to the meeting as per Open Meetings Law.

**Chair Overcash called the teleconference meeting to order at 4:03 p.m.**

Chair Overcash extended a welcome to everyone and thanked the team that had worked to make this virtual meeting possible and assure it complied with all the Open Meetings Laws, including the recent changes enacted by the General Assembly. He thanked Ms. McCrory; Mr. Baney; Ms. Savonne McNeill, Gaston College's Chief Technology Services Officer; the Technology Services team, and the many others who took part in practice sessions to assure the meeting would proceed smoothly.

As this was a teleconference meeting, Chair Overcash relayed to the Trustees some helpful information and protocols of which they would need to be aware:

- The public has access to dial in to this meeting, and the meeting agenda is posted to [www.gaston.edu](http://www.gaston.edu) under the "About Us" tab, then "Governance". Attendees may click on the [Board of Trustees Meeting Agenda, May 18, 2020](#) link to follow along with the meeting items.
- Trustees must identify themselves prior to making a motion, commenting on a deliberation, or voting.
- All votes during the meeting will be conducted by roll call, which the Board Executive Administrative Assistant will conduct.
- Chats, instant messages, texts, or other written communications among members of the Board regarding transaction of public business while the meeting is in order are part of the public record.
- Trustees who have joined the meeting by link will have the Board of Trustees packet visible on their screens. The pages will be forwarded, as necessary. The Board meeting agenda is available on [www.gaston.edu](http://www.gaston.edu) as specified above.
- Per Open Meetings Law, all Trustees' microphones will remain un-muted for the entirety of the meeting, as will Executive Council members' and Mr. Stewart's microphones.
- Trustees should please be vigilant regarding excess noise as that would be a distraction to the other meeting attendees. The public is invited to listen to the meeting.

**Chair Overcash asked Ms. Dillon to conduct the roll call. The following trustees were noted as present:**

Mr. Stephen Campbell, Mr. John Dancoff, Ms. Jennifer Davis, Ms. Iris Hopper, Mr. Steve Huffstetler, Mr. Brad Overcash, Ms. Janie Peak, Ms. Suzanne Riley, Mr. James Smith, Ms. Natalie Tindol, Mr. Randy Vinson, and Ms. Tyazia Herring.

A quorum was present for the meeting.

Trustees Sheriff Alan Cloninger and Mr. Tim Smith were not present for roll call but did join the meeting soon after.

- **Invocation – Mr. Huffstetler**
- **Ethics Awareness and Conflict of Interest Reminder**

Chair Overcash reminded Trustees of the ethics requirements of public servants and requested they identify any conflicts of interest or appearance of conflicts of interest present. No conflicts were identified.

**A. APPROVAL OF THE AGENDA**

**Chair Overcash asked if there were any changes, additions, or corrections to the agenda. None were identified.**

**Mr. Huffstetler moved to approve the agenda; Ms. Peak seconded the motion. A roll call vote was conducted resulting with 13 yea votes and 0 nay votes. The motion was unanimously approved.**

**B. APPROVAL OF THE MINUTES FROM THE MARCH 16, 2020, CALLED BOARD OF TRUSTEES MEETING.**

**Chair Overcash presented the Minutes of the March 16, 2020, Called Board of Trustees Meeting and asked if there were any additions or corrections. No changes were identified.**

**Mr. Vinson moved to approve the March 16, 2020, minutes; Sheriff Cloninger seconded the motion. A roll call vote was conducted resulting with 13 yea votes and 0 nay votes. The motion was unanimously approved.**

**C. WELCOME/INTRODUCTIONS AND SPECIAL PRESENTATIONS**

**1. Welcome**

Ms. McCrory welcomed everyone to the teleconference meeting along with Ms. Lori Hupp, Faculty Senate President, and Ms. Jasmine Cox, Staff Senate President, who were listening along with the public.

**2. Resolution: In Recognition of Ms. Tyazia Herring, SGA President**

A resolution was presented for adoption recognizing the leadership of SGA President, Ms. Tyazia Herring.

**Gaston College Board of Trustees  
Resolution  
Honoring the Service of Ms. Tyazia Herring**

**WHEREAS**, the Gaston College Board of Trustees wishes to express its appreciation to Ms. Tyazia Herring for serving as President of the Student Government Association and as a member of the Board of Trustees during the 2019-2020 academic year; and

**WHEREAS**, Ms. Herring accomplished all goals established for the 2019-2020 year as President, which strengthened the Student Government Association and benefited the students of Gaston College; and

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

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**WHEREAS**, Ms. Herring provided leadership for the Gaston College Student Government Association hosting the North Carolina Comprehensive Community College Student Government Association Fall Western Division Meeting; and

**WHEREAS**, Ms. Herring completed the Leadership Master Class sponsored by the National Conference on Student Leadership; and

**WHEREAS**, Ms. Herring graduated from the North Carolina Community College System Student Leadership Development Program for 2019-2020; and

**WHEREAS**, Ms. Herring represented Gaston College in multiple capacities through her service as a Student Ambassador; and

**WHEREAS**, Ms. Herring gave generously and unselfishly of her time and talents to lead the Student Government Association with dedication and concern for fellow students and college needs; and

**WHEREAS**, Ms. Herring represented Gaston College and the Student Government Association with professionalism and a strong passion while executing her duties as President, particularly as a member of the Presidential Search Committee;

**NOW, THEREFORE,**

**Be it resolved that:** The Board of Trustees of Gaston College hereby gives formal expression of its gratitude to Ms. Tyazia Herring, and directs that this Resolution be placed in the minutes of the Board of Trustees and a copy be given to Ms. Herring.

Respectfully,

Bradley Overcash, Chair  
May 18, 2020

Jennifer Davis, Secretary

**Chair Overcash entertained a motion by Ms. Davis that the Gaston College Board of Trustees adopt a resolution recognizing the leadership of Ms. Tyazia Herring, SGA President, and directs that it be recorded in the official Minutes of the Board of Trustees; Ms. Tindol seconded the motion. A roll call vote was conducted resulting with 13 yea votes and 0 nay votes. The motion was unanimously approved.**

Chair Overcash expressed his thanks and appreciation to Ms. Herring for serving on the Board and let her know a signed, framed copy of the resolution had been prepared and would be given to her at the earliest opportunity. Ms. Herring relayed her sincere thanks to the Board as she felt honored to have had the opportunity to serve with them during the year.

**D. SGA PRESIDENT'S REPORT**

Ms. Herring, SGA President, gave the following update on SGA activities since March 16, 2020. The report in its entirety can be found in the Board meeting packet.

- SGA Student Leadership Virtual Conference - On April 6, 2020, the N4CSGA Executive Board sponsored a virtual student conference and professional development opportunity to aid in connecting with students, providing updates on state issues as well as providing leadership training.
- Virtual Spirit Week - On April 6–10, 2020, SGA hosted a Virtual Spirit Week. Students had the opportunity to post a picture of their participation via Facebook and Instagram.
- Class of 2020 Celebration - During the month of April, SGA highlighted student graduates. Students were encouraged to submit a photo, their plans after graduating, and their favorite memory at Gaston College.
- SGA Senator of the Year - Each year, SGA recognizes an outstanding Senator who has gone the extra mile as a leader. This year's recipient is Kayla Grigg, an Early College student. Kayla will graduate with her Associates Degree in Arts and continue her educational journey at Gardner Webb University. Kayla is also a recipient of the Albert G. Myers Scholarship.
- SGA Graduates - SGA is currently comprised of 11 student leaders. Ten of our SGA members will be graduating this year. We are proud of our graduates and wish them well in their future endeavors.

## **E. PRESIDENT'S REPORT**

Chair Overcash invited Ms. McCrory, Acting President, to give her report. He thanked her for her leadership during such a volatile time. Her report follows:

- College Update - Gaston College continues to operate under Phase 1 guidelines provided by Governor Cooper. Most faculty and staff are telecommuting, except those deemed critical to operations. Maintenance, Grounds, Housekeeping and Security are in the critical category plus several other groups that are alternating on-campus coverage, including Payroll, Accounts Payable, and Technology Services.

The Executive Council is working on a detailed plan to bring employees and students back to campus in a systematic, thoughtful, and safe manner once Phase 2 is in place. This includes guidelines on work-based learning and hands on learning, crucial for our students to finish their programs of study (public safety, public health, cosmetology, esthetics, massage therapy, apprenticeships, welding, and automotive).

- CARES Act Funding - Gaston College has received a \$2.5 million allocation of CARES Act funding. At least 50% of funding must be dedicated to student aid.

Of the \$1.25 million earmarked for student financial aid, the College has identified a population of 3,122 students who have met established eligibility guidelines, were in classes when the pandemic disrupted their classes in March, and thus are in the population of students that might qualify for an emergency financial aid grant. There were specific eligibility criteria outlined in the grant, including that the student must meet Title IV

requirements. As of May 18, 2020, the College has received 801 applications for emergency grants and awarded \$ 278,300 to 503 students.

The other 50%, or \$1.25 million of the grant, is the institutional portion. These funds can be used to cover any costs associated with significant changes to the delivery of instruction. Secretary DeVos encourages the use of these funds to expand remote learning programs, build IT capacity to support such programs, train faculty and staff to operate effectively in a remote learning environment, and expand support for students with the most significant financial aid. As of May 18, 2020, the College has identified \$255,476 in related expenses to submit for reimbursement.

Gaston College also received CARES Act funding for Strengthening Institutions grant of \$123,672. This funding is the most flexible of the three and can be used to replace lost revenue or payroll cost. The System Office is encouraging colleges to reserve this funding for use next year once each college has a better understanding of what the state budget may look like.

- Spending Restrictions Announced by the System Office - Gaston College was notified on Monday, April 27 that the Office of State Budget and Management (OSBM) enacted spending restrictions on state funded items effective through June 30:

Purchasing – No purchase orders may be issued that are not for educational instruction purposes, deemed mission critical by the College President, or for COVID-19 items.

Travel – Once the Governor’s stay at home order is rescinded, travel and training shall be limited to public safety and health, job requirements, or economic development opportunities.

Hiring – Vacant permanent or temporary positions shall not be filled with the following exceptions: Prior commitment made to a candidate, community college faculty or instructors who are providing educational instruction, and positions deemed mission critical by the College President.

Salary increases – No salary increases, other than for promotions, are allowed.

Cash Management – Cash could be limited for the June cash allotment over and above payroll requirements.

These restrictions do not extend to capital projects, which should continue.

Similar or more stringent restrictions may occur in the new fiscal year, due to the severe impact of COVID-19 on state revenues.

## **F. CAMPUS AFFAIRS**

Chair Overcash clarified that due to the Coronavirus pandemic the Campus Affairs, Facilities, and Finance Committees meetings were not held prior to the full Board meeting. Items reviewed in those sections of the agenda were reviewed for the first time.

Chair Overcash called on Ms. Jennifer Davis, Chair of the Campus Affairs Committee, to bring forward the Campus Affairs item for review. Ms. Davis thanked Chair Overcash and commented that even though the Committee did not meet, she had discussed this policy previously with Mr. Baney and the recommendation being brought forward. She then asked Mr. Baney to guide the Board through the explanation related to the termination of Policy 5-4 Key Position Descriptions – Academic Affairs.

### **1. Termination of Policy 5-4 Key Position Descriptions – Academic Affairs**

In preparation for the upcoming 10-year SACSCOC Accreditation audit, the College continues to review policies and recommends the deletion of Policy 5-4, Key Position Descriptions—Academic Affairs. Policy 5-4 contains a summary description of duties and responsibilities for various positions in Academic Affairs. The primary reason for deleting this policy is because with the exception of the President’s position description, as per Policy 2-1, the Trustees of Gaston College delegate the responsibility and authority to the President to maintain position descriptions for the organization using a standard template. For the positions summarized in Policy 5-4, the President has approved a full position description for current positions, thus it is unnecessary and inefficient to maintain these position descriptions as part of two separate documents. The recommendation to delete Policy 5-4 was approved by the College’s Executive Council and reviewed and supported by the College’s Policy Review Committee.

**Ms. Jennifer Davis, Chair of the Campus Affairs Committee, moved that the Gaston College Board of Trustees approve termination of Policy 5-4 Key Position Descriptions – Academic Affairs as explained and presented by Mr. Baney; Mr. Campbell seconded the motion. A roll call vote was conducted resulting with 13 yea votes and 0 nay votes. The motion was unanimously approved.**

## **G. FACILITIES**

Chair Overcash asked Mr. Dancoff, Chair of the Facilities Committee, to guide the Board through the Facilities Items for review and/or approval.

### **1. Renovation of Lincoln Campus**

In March 2016, the Board of Trustees identified the Lincoln Campus update/expansion as one of four priorities in the updated Facilities Master Plan, anticipating the addition of the Senior Center space to the College lease of the old Lincolnton Middle School.

In August 2019, the Board voted to appoint ADW as architect for this project.

In February 2020, an amended lease was executed between Dr. Patricia Skinner and Lincoln County expanding the lease space assigned to Gaston College to include the Senior Center space.

A space assessment study has been completed by the architect with an extensive cross-functional team from the college.

The following program additions and space reassignments were identified as desirable during the space assessment study for the Lincoln Campus:

- Cochrane Building renovations to support program additions for:
  - Nail Technician (new)
  - Esthetics (moving from Kimbrell Campus in preparation for future early college high school designation at Kimbrell)
  - Massage Therapy (moving from Dallas Campus)
- Renovations outlined for third floor of classroom building to support existing nursing program and addition of new Pharmacy Technology program
- Significant renovations were identified on the first and second floors of classroom building to support the relocation of student affairs, bookstore and business office functions to a centralized area on the first floor, renovate existing business office area to provide larger space for library, carve out new testing center space to improve functionality, provide new space to locate learning and writing centers near library.

The cost estimate for the project including all the above items came in at \$3.33 Million.

Given how far above available capital funding the cost estimate is, the management team reviewed the project scope and identified those critical items needed to support the academic program changes, including:

- All changes outlined for Cochrane Building to support program additions for:
  - Nail Technician (new)
  - Esthetics (moving from Kimbrell Campus in preparation for future early college high school designation at Kimbrell)
  - Massage Therapy (moving from Dallas Campus)
- Renovations outlined for third floor of classroom building to support existing nursing program and addition of new Pharmacy Technology program

The cost estimate for the reduced scope came in at \$2.0 Million.

The project scope excludes cabling for computers and installation of PA system and cameras which will be funded from technology fees and state equipment funds.

The following desired changes that do not require major building modifications can also be accomplished and managed by college personnel outside the scope of the renovation project, at minimal cost:

- Refresh 1st floor Senior Center space to use as Business and Industry Training Center
- Refresh and assign existing office space on 2nd floor of Senior Center space to Bionetwork personnel (they would relocate from Morris Library)

Funding for these minor improvements can be provided from excess prior-year lab fees.

Connect NC bond funds for Gaston College have a balance available of \$1.67 Million. The remaining \$330k of funding for the renovation can be allocated from excess prior year lab fees. This project will exhaust the remaining Connect NC Bond fund balance, which will require the future project to relocate the data center on the Dallas Campus to be funded from county capital funds.

**Mr. Dancoff, Chair of the Facilities Committee, moved that the Gaston College Board of Trustees approve the Lincoln Campus Renovation project, with the project scope as defined above and a budget of \$2.0 million; Ms. Riley seconded the motion. A roll call vote was conducted resulting with 13 yea votes and 0 nay votes. The motion was unanimously approved.**

## **2. Capital Reports**

### **Veterinary Medical Technology Facility**

Ms. McCrory reported that 97% of the contract work had been completed by April 8, 2020. The expected completion date is May 2020.

### **David Belk Cannon Parking Lot Expansion**

Curbs, sidewalks, and storm drains have been installed. Lighting installation and asphaltting are complete; striping of parking spaces was completed the first week of May.

### **Firing Range Cover**

The footings were poured in April. However, weather delays have pushed the project completion date to the first week of June.

### **Lincoln Campus Space Renovation**

The status of this project was reviewed earlier in the meeting with a vote on the specified project scope and budget.

## **H. FINANCE**

Chair Overcash asked Mr. Smith, Chair of the Finance Committee, to guide the Board through the Finance Items for review and/or approval.

## **1. FY 2020-2021 Proprietary Budgets**

The proposed FY 2020-2021 proprietary operating budgets follow.

### **Bookstore**

- The Bookstore revenue budget reflects the effects of COVID-19 pandemic and the expected continued shift toward all-inclusive service offerings by publishers for students and an increasing use of Open Educational Resources (OER) by faculty. OER are freely accessible, openly licensed textbooks, media, and digital assets faculty members can use in lieu of requiring a textbook. Cengage offers electronic access to online instructional materials for all Cengage courses for a single subscription fee. The increasing use of OER and subscription services is expected to continue to reduce the cost of books for students while also reducing Bookstore revenue. Bookstore revenues are estimated to decline 20% pushing Bookstore net income towards a breakeven point in FY 2020-2021.

### **Usage Fee**

- The FY 2020-2021 usage fee revenue budget is projected to remain basically the same as prior year 2019-2020. The fees are mainly used for facility repairs for paving and other projects. The Usage Fee budget for the past few years has included the use of fund balance for parking lot construction. With this project being complete, the budget for FY 2020-2021 will be a balanced budget.

### **Vending, Discretionary, President's Discretionary, and Fine Arts**

- Vending revenue is expected to decline 10% during FY 2020-2021 with fewer students being on campus due to the COVID-19 pandemic. The decline is reflected in the FY 2020-2021 budgets for discretionary and fine arts spending.

### **Textile Center**

- Textile Center revenue is estimated to decline 7% compared to the prior year due to the COVID-19 pandemic. This decline is reflected in the Center's expense budget.

### **SGA**

- The SGA budget revenue is projected to decrease 10% or \$14,000 for FY 2020-2021 based on actuals for the FY 2019-2020 year. The Special Projects expense line item is reduced to reflect the budget decrease.

### **Print Shop**

- Print Shop revenues are expected to decrease approximately 15% compared to the prior year due to the COVID-19 pandemic. Sales (copies) are expected to decrease with more students completing classes on-line.

### **Fire Training**

- Fire Training program revenues are expected to decrease approximately 15% compared to the prior year due to a decrease in face-to-face training being scheduled due to the COVID-19 pandemic.

**Cosmetology & Esthetics**

- The FY 2020-2021 revenue figure reflects the expectation that revenue will decrease 25% from the FY 2019-20 actuals due to a decrease in face-to-face services resulting from the COVID-19 pandemic.

The FY 2020-2021 proprietary expense budget totals are as follows:

|                                 |             |
|---------------------------------|-------------|
| Bookstore                       | \$1,834,785 |
| Usage Fee (Parking)             | \$ 140,000  |
| Vending                         | \$ 36,500   |
| Discretionary                   | \$ 18,000   |
| President's Discretionary       | \$ 16,500   |
| Fine Arts                       | \$ 2,000    |
| Kimbrell Campus Textile Testing | \$1,422,000 |
| Student Activity                | \$ 149,000  |
| Print Shop                      | \$ 247,644  |
| Fire Training                   | \$ 330,000  |
| Cosmetology & Esthetics         | \$ 40,000   |

**Mr. Smith, Chair of the Finance Committee, moved that the Gaston College Board of Trustees approve the FY 2020-2021 Proprietary Budgets as presented; Mr. Campbell seconded the motion. A roll call vote was conducted resulting with 13 yea votes and 0 nay votes. The motion was unanimously approved.**

**2. Approval of College Fees**

SBCCC 700.1 authorizes local boards of trustees to establish local fees. Several testing and fee changes are recommended for adoption effective July 1, 2020.

**Student Fee Changes:**

- Add a fourth tier to Lab and Clinical fees to charge \$24.00 per lab hour for the costlier programs of cosmetology, esthetics, and therapeutic massage. Students have difficulties purchasing expensive cosmetology and esthetics kits and massage tables on their own, leaving some students beginning class without required supplies and materials. Charging this additional lab fee would allow the College to provide the materials to students directly allowing each student to begin class with all required materials. Students keep these materials upon successful completion of the programs.
- Increase the Life Skills Graduation fee to \$25.00 to cover actual costs.
- Change the Technology Fee to a tiered fee based on hours a student is enrolled to help cover increasing technology costs. The College currently charges a flat \$16.00 Technology Fee to every student.

Moving to a tiered charge would equitably charge students who make more use of technology a higher fee, instead of charging every student a higher fee.

|                  |         |
|------------------|---------|
| 5 or less hours  | \$16.00 |
| 6 to 8 hours     | \$18.00 |
| 9 to 11 hours    | \$20.00 |
| 12 or more hours | \$22.00 |

**Associate Degree Nursing Fees:**

- LPN-RN fee changes to \$411.60 for all three semesters, which is a decrease in the first semester and an increase for the second and third semesters.
- ADN Generic fee changes to \$246.96 for all five semesters, which is an increase for the first four semesters and a decrease for the fifth semester.
- Practical Nursing increases to \$231.67 for the first and second semesters and to \$481.66 for the third semester.

**EMS Fee Changes:**

- Delete the Platinum Planner \$85.00 fee for Paramedic and the \$30.00 fee for EMT for both curriculum and continuing education students as the package is now bundled with the textbook purchase. A separate fee is no longer necessary.

**Nursing Aide Fees:**

- Increase Nurse Aide I and Nurse Aide II to \$35. The \$10 increase in the flat fee will give students access to printing on campus.

**Community Education Fees:**

- Attitudinal Driving Dynamics fee increases to \$115.00
- Alive @25 fee increases to \$80.00
- Defensive Driving Course increases to \$80.00

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

**Mr. Smith, Chair of the Finance Committee, moved that the Gaston College Board of Trustees approve all student fees; Ms. Peak seconded the motion. A roll call vote was conducted resulting with 13 yea votes and 0 nay votes. The motion was unanimously approved.**

**3. FY 2020-2021 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 other 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 FY 2020-2021 Budget Resolution is approved by the Board.

**Mr. Smith, Chair of the Finance Committee, moved that the Gaston College Board of Trustees approve the Administration's request for the interim budget in accordance with the North Carolina Community College Law 115D-57; Mr. Vinson seconded the motion. A roll call vote was conducted resulting with 13 yeas and 0 nays. The motion was unanimously approved.**

#### **4. Biannual Employment Vacancy/Turnover Report**

In compliance with State Board code 1A SBCCC 200.4 and Gaston College Policy 6-1.1, a biannual report detailing employment vacancy and turnover is required to be presented to the Board of Trustees. The report was provided for the Board's information and review.

#### **5. Supplemental State Budget Allocation**

Supplemental State Budget Allocations received after the FY 2019-20 State Budget was finalized.

|           |                     |            |
|-----------|---------------------|------------|
| <b>#8</b> | Customized Training | \$ 105,359 |
| <b>#9</b> | Bio Network         | 11,743     |

#### **6. Financial Reports**

A summary of expenditures for FY 2019-2020 through April 30, 2020, for State, Gaston, and Lincoln operating budgets and proprietary accounts in comparison to the previous year was provided for the Board's review and information.

A question was asked related to State funding – With the many restrictions the state has put on funding, what will happen if the College does not spend the total amount allotted to it? Ms. McCrory explained that the state procedure is a month-to-month request for cash based upon monthly projected need. Colleges will not spend all their allotted State funding and will not ask for it. Gaston College has identified mission critical needed items and was able to shift the costs of those items related to COVID-19 to the CARES Act funding.

#### **I. REPORT FROM NCACCT**

Mr. Vinson reported that the NCACCT Law/Legislative Seminar that had been rescheduled for June 15-17, 2020, was canceled due to meeting limitations because of the Coronavirus pandemic. The NCACCT was able to recoup 50% of the deposit that had been paid, and the other 50% was applied toward the Spring NCACCT event in 2021.

Additionally, the selection of new officers and replacements for the NCACCT Executive Board could not be completed as it requires the vote of all NCACCT members. When meeting restrictions are lifted, that will be completed. Chair Overcash thanked Mr. Vinson for keeping the Board apprised concerning the NCACCT.

## **J. CHAIRMAN'S REPORT / ANNOUNCEMENTS**

### **1. Thank you**

Chair Overcash, again, thanked the leadership and staff for all their work to make the teleconference meeting run smoothly. He also thanked the Board Committee Chairs for effectively dealing with their Committee topics without their Committee meetings; stating he realized it made things more difficult.

### **2. 2020-2021 Board Meeting Schedule**

Chair Overcash asked the Trustees to review the 2020-2021 Board Meeting Schedule that had been sent to them earlier in the day via email. If they noted any meetings on the schedule that might conflict with another large community event, he asked that they please notify him.

### **3. President's Transition Update**

Chair Overcash provided an update on the transition of the new President.

Dr. Hauser and his wife have now relocated to Belmont. During his first two days, Dr. Hauser would like to focus on meeting and getting to know the members of the Executive Council, visiting all of Gaston Colleges campuses, and personally meeting any faculty, staff, and students who will be present. He has also scheduled meetings with Dr. Jeff Booker and Dr. Lory Morrow, so he is getting started right away with meeting Gaston and Lincoln counties K-12 school leadership. These meetings will be subject to any recommended safety protocols that are in place and may need to be held virtually.

Dr. Hauser would also like to schedule an event, whenever possible, to get to know each member of the Board. Additionally, he commented that his preference is that we forego any formal or semi-formal induction event in favor of a more casual get together that recognizes our faculty and staff and can be attended by board members and others as determined.

Chair Overcash stated he would continue to provide updates to the Board related to any presidential transition plans. He thanked Mr. Baney and the Presidential Transition Committee, which included Trustees Ms. Hopper, Mr. Smith, and Mr. Huffstetler, for their work regarding transition planning.

### **4. Chair Overcash asked the Trustees to be sure to review the announcements.**

**K. EXECUTIVE SESSION**

**Chair Overcash entertained a motion to move into Executive Session pursuant to GC § 143-318.11.(a)(6). Mr. Dancoff moved to enter into Executive Session, Mr. Vinson seconded the motion. A roll call vote was conducted resulting with 13 yea votes and 0 nay votes. The motion was unanimously approved.**

**Chair Overcash entertained a motion to close the Executive Session and return to Open Session. Mr. Smith moved to return to Open Session, Mr. Huffstetler seconded the motion. A roll call vote was conducted resulting with 13 yea votes and 0 nay votes. The motion was unanimously approved.**

**L. AJOURNMENT**

There being no further business to come before the Board, Chair Overcash entertained a motion to adjourn the meeting.

However, before that was done, a question was asked related to graduation for this year's graduates. Ms. McCrory relayed that students were notified early that the graduation ceremony would not be allowed due to the Coronavirus. She noted that any payments students made for a cap and gown were refunded. However, graduates were given the opportunity to take part in a digital media celebration, including a congratulatory video from the GC community and special social media filters. A special graduation package was prepared for each graduate, and although that does not take the place of a graduation ceremony, the College tried to make the event special in other small ways.

**Sheriff Cloninger moved to adjourn the meeting; Ms. Riley seconded the motion. A roll call vote was conducted resulting with 13 yea votes and 0 nay votes. The motion was unanimously approved.**

The meeting adjourned at 6:23 p.m.

**Respectfully submitted,**

**Jennifer P. Davis, Secretary**

**Mr. Bradley Overcash, Chair**

**Mary Ellen Dillon, Recording Secretary**

**(College Seal)**