

**Minutes of the
Gaston College
Board of Trustees Meeting
Myers Center Auditorium, Section C
January 23, 2023**

Members Present: Mr. Randy Vinson, Vice Chairman
Judge Jesse Caldwell
Mr. Alan Cloninger
Mr. Jonathan Fletcher
Dr. Shawnya Gore
Mr. Steve Hall
Ms. Resa Hoyle
Ms. Janie Peak
Mr. Tim Smith
Ms. Julie Stroupe
Ms. Sidney Hare, SGA President

Dr. John Hauser, President
Mr. Carl Stewart, College Attorney

Members Absent: Mr. John Dancoff, Ms. Iris Hopper, Mr. Tom Keigher

Others Present: Ms. Shelly Alman, Mr. Todd Baney, Mr. Brain Bookout, Mr. Michael Boone, Mr. Josh Crisp, Dr. Dewey Dellinger, Ms. Tiffany Dunn, Ms. Rebekah Ferguson, Ms. Tamara Gaspar, Mr. Michael Hall, Ms. Guyann Howe, Ms. Meagan Lingerfelt, Ms. Terri Livingston, Ms. Tina Marsh, Ms. Beth McCall, Mr. Talmadge McInnis, Mr. Mack Millen, Dr. Jennifer Nichols, Ms. Barbara O'Donnell, Ms. Estrella Santin, Dr. Audrey Sherrill, Ms. Erin Staaf, Ms. Wendy Turbyfill, Mr. Luke Upchurch, Ms. Linda Vespa, Mr. William Warren, Ms. Tanisha Williams, and Dr. Heather Woodson

Vice Chairman Vinson (in Chairman Dancoff's absence) called the meeting to order at 3:01 p.m. and welcomed everyone to the meeting. A quorum was present for the meeting.

- **Invocation – Dr. Gore**
- **Ethics Awareness and Conflict of Interest Reminder**

Vice Chairman Vinson 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.

Vice Chairman Vinson called on Ms. Janie Peak for an update on Chairman Dancoff's son, Adam.

Ms. Peak shared that Adam had to have additional procedures due to his difficulty in breathing and asked that everyone continue to pray for him.

A. APPROVAL OF THE AGENDA

Vice Chairman Vinson asked if there were any changes, additions, or corrections to the agenda. None were identified.

Mr. Huffstetler moved to approve the agenda; Ms. Hoyle seconded the motion. The motion carried.

B. APPROVAL OF THE MINUTES FROM THE November 14, 2022, BOARD OF TRUSTEES MEETING.

Vice Chairman Vinson presented the Minutes of the November 14, 2022, Board of Trustees Meeting and asked if there were any additions or corrections. One typographical error was identified by Ms. Stroupe on page 14 of the minutes.

Mr. Fletcher moved to approve the amended Minutes of the November 14, 2022, Board of Trustees Meeting with the correction to page 14; Ms. Peak seconded the motion. The motion carried.

C. WELCOME AND INTRODUCTIONS

1. Welcome Guests and Introduce New Employees

Dr. Hauser welcomed everyone to the meeting and recognized Mr. Sid Sowers, Faculty Senate President, who was unable to attend, and Ms. Tanisha Williams, Staff Senate President.

Dr. Hauser invited Mr. Baney, Dr. Nichols, Dr. Sherrill, Mr. Crisp, Mr. Upchurch, and Dr. Woodson to introduce the new employees in their divisions:

Mr. Baney, Chief of Staff, introduced:

Mr. Michael Hall, Operations Manager WSGE 91.7 FM

Dr. Nichols, Vice President for Educational Partnerships, introduced:

Ms. Ayonna Johnson-Foster, TRiO Education Opportunity Center Opportunity Specialist

Dr. Sherrill, Vice President for Student Affairs, introduced:

Ms. Wendy Turbyfill, Lead Academic Advisor

Ms. Barbara O'Donnell, Counselor – Accessibility

Mr. Josh Crisp, Director Regional Emergency Services Training Center, introduced:
Mr. William Warren, Instructor – Fire Protection/Emergency Preparedness Tech.

Mr. Upchurch, Chief Development Officer/Executive Director GC Foundation, introduced:
Ms. Terri Livingston, Director – Major Gifts

Dr. Woodson, Vice President for Academic Affairs introduced:

Mr. Michael Boone, Instructor – Mathematics

Ms. Laura Burch, Instructor – Nurse Aide

Ms. Tiffany Dunn, Instructor – Biology

Ms. Allison Fraley, Instructor – Medical Assisting

Ms. Tina Marsh, Instructor – Manicuring and Nail Technology

Ms. Erin Staaf, Instructor – Communications

2. Arts and Sciences Division – Student Spotlight

Vice Chairman Vinson welcomed Ms. Beth McCall, Arts and Sciences Division Associate Dean, for the student introduction. Ms. McCall thanked Dr. Hauser and the Trustees for the opportunity of spotlighting Ms. Estrella Cardona Santin. Ms. McCall stated it was of great honor to introduce Ms. Santin, a Sparc Scholar who maintains a 4.0 GPA, a member of TRiO, a peer mentor for up to 30 other students, and a volunteer for the No-Cost Yard Sale and the GC Food Bank. As one of Ms. Santin’s instructors, Ms. McCall personally commended Ms. Santin for her intellectual curiosity and her work ethic.

Ms. Santin shared her apprehension about attending college. However, once she started at Gaston College, she was offered opportunities to participate in programs that have helped her be successful. She will be graduating soon with an Associate in Science degree and attributed her achievements to an amazing family, friends, and Gaston College faculty and staff.

Dr. Heather Woodson enthusiastically added that Ms. Santin is being nominated for the North Carolina Community College Academic Excellence Award.

Dr. Hauser pointed out that the goal for student spotlights during the Board of Trustees meetings is to present an opportunity to the Trustees for information and inspiration.

D. PRESIDENT’S REPORT

Dr. Hauser’s activities since the November 14, 2022, Board of Trustees meeting were provided in the Board packet. Also, in the Board packet were reports from the Executive Vice President for Academic/Student Affairs and Vice Presidents/Administrators for Administrative Services, Economic Workforce Development, Finance, Operations, & Facilities, and the Foundation.

Employee Holiday Celebration

A faculty/staff employee holiday celebration was held on Thursday, December 8. The theme was “Walking in a Winter Rhinoland.” Food, fellowship, and a parade of tables decorated by coworkers were enjoyed by over 200 people. The creativity of the tables was truly amazing!

Sheriff Association Meeting

Sheriff Alan Cloninger of Gaston County and Sheriff Alan Jones of Caldwell County along with Dr. Hauser; Dr. Hinshaw, Catawba Valley; Mr. Fogleman, Cleveland Community College; Dr. Poarch, Caldwell Community College, and Dr. Welch, Western Piedmont Community College met on December 13, 2022, to address the need for detention officers, telecommunications specialists, etc. Follow-up meetings are planned with Western Piedmont Community College serving as the host.

Intramural Activities

The December intramural activity was a gingerbread decorating contest for faculty and staff, and Fantasy Football with participants from faculty and staff.

Campus Rhino Chat

A Rhino Chat was held on November 15, 2022, in the David Belk Cannon (DBC) auditorium. Topics included the College's Performance Measures, the Testing Center, the Mailroom/Printshop, Professional Development, ACUE Training, student recruitment, Chick-fil-A, and the campus beautification project.

On Tuesday, January 17, a Rhino Chat was held in the David Belk Cannon auditorium. Topics included the Rhino created by our Welding Dept., promoting our Multicultural Affairs presentations, campus key codes, campus printers, construction projects, NC State/Wilson College of Textiles partnerships, salary increases, and the spring 2023 FTE count.

Convocation

On Friday, January 6, Convocation was held in the Multipurpose Auditorium for faculty and staff. Dr. Dewey Dellinger and Ms. Tonia Broome led the kickoff event meeting with a Strategic Planning Kickoff. This consisted of discussing the sequence of events involved in strategic planning, a review of college data, tabletop exercises for everyone to delve deeper into a specific data set and provide feedback, and video clips of students talking about why they chose Gaston College and who at the college made a difference for them.

First Pitch Dinner

On Saturday, January 21, Gaston College held a 1st Pitch Dinner at CaroMont Health Park. The guest speaker was Tom Walter, Wake Forest's Head Baseball Coach. Community supporters, student-athletes, parents, and coaches enjoyed a meet-and-greet cocktail hour, a delicious dinner, and a silent auction.

Good News

- GC Rhino Basketball Team had a win against Cape Fear; GC Rhino Baseball Team has started inter-squad games with an early Division 1 ranking of top 20; GC Softball Team will be playing home games at the CaroMont Health Park.
- Spring 2023 Semester enrollment is up.
- The College is one of the Top 10 Bellwether Finalists in the Workforce Development category. Our submission was titled "Partnership at It's Best: Gaston College Partnership with CaroMont to Meet Healthcare Needs." The College will make their presentation in San

Antonio, Texas in late February and plan to present it to the Board of Trustees at the March meeting.

- Dr. Hauser also announced that the North Carolina Community College System and the State Board of Community Colleges just announced that Gaston College and CaroMont Health are the recipients of the Distinguished Partners in Excellence Award for 2023. This award "recognizes an exemplary employer, business or industry group that has demonstrated decisive involvement and firm commitment to the professional development of its employees and/or to the development of North Carolina's workforce through its partnership efforts with one or more of the 58 community colleges in the North Carolina Community College System."

E. SGA PRESIDENT'S REPORT

Ms. Sidney Hare, SGA President, presented the SGA report on the SGA activities since the November Board of Trustees meeting with a total of 1,255 students who participated in all the events held.

- National First-Gen Pop Up
- Crash Course: Skills to Succeed
- Veterans Day Grab & Go
- Native American Heritage Day Virtual Trivia
- Holiday Event: SGA & Intramural Activities Collaboration
- Holiday-themed Virtual Trivia
- Crash Course-Stress Management
- Stress-Free Pop-Up
- Spring Welcome Event
- National Transfer Student Week Themed Virtual Trivia
- Student Survey "Thank You" Pop-up on-Lincoln Campus
- Club Day "Boo Bash"
- Pep Rally for Women's Cross Country and Men's Basketball
- Rhino Crew attends Rhinos Basketball game
- SGA Meeting

Stampede for Student Success

On November 5th, the SGA supported the 2022 Stampede for Student Success 5k Run/2k Walk. Through SGA's sponsorship donation, 76 students were able to participate in the Stampede race.

Crash Course-Skills to Succeed

On November 9th and December 6th, SGA and GC Counseling Services presented interviewing skills, resume building, and how to choose a career. Stress Management tips and tools to help relieve stress from the mind and body and focus on the tasks to complete were also presented.

Red Cross Blood Drive

On November 29th, a blood drive was held with the American Red Cross from 9:00 am-1:30 pm in the Myers Center Multipurpose Auditorium on the Dallas Campus. A total of 20 units of blood was donated at this event to benefit local patients in need.

Rhino Crew

The Rhino Crew currently has 26 students who have completed the interest form and to be notified of upcoming athletic games and events. The Rhino Crew attended the November 30, 2022 Fall Rhinos Basketball game.

Christmas Parades

On November 27th and December 4th, the SGA participated in the Lincolnton and Gastonia Christmas Parades. Students were able to walk in the parade passing out candy canes and Gaston College promotional materials to parade attendees.

Holiday Event

On December 1st, the SGA collaborated with Intramural Activities to create "A Holiday Event" for students in the Crash Café. The SGA provided sugar cookies, icing and toppings for students to decorate a holiday cookie and additionally provided some coloring sheets with winter themes. Intramural Activities hosted a Gingerbread House Decorating Competition for participants to decorate their own Gingerbread Houses for a chance to win a prize

Toys for Tots

From November 15th through December 8th, the SGA Sponsored a Toys for Tots drive at the Dallas Campus. A total of 80 new toys were collected from our campus community for the Toys for Tots Organization in order to help children in need receive presents during the holiday season.

Spring Welcome Event

On January 10, 2022 – January 12, 2022, the SGA sponsored Spring Welcome Events for each of our three campus locations. As a part of the event, hot beverage stations were available for students and Anna's Sweet Treats dessert food truck was on the Dallas Campus to provide treats to students.

Vice Chairman Vinson thanked Ms. Hare for her report.

F. FACILITIES

Vice Chairman Vinson called on Chair Smith to provide the Facilities items for review.

1. Campus Beautification Initiative – Landscape Architect

A major donor to the Gaston College Foundation approached the College about supporting a campus beautification initiative that will focus on improving signage and landscaping to create a more inviting environment. The donor indicated a commitment to support the development of a landscape/signage plan and securing funding to implement the plan.

The themes of this project include developing a master plan related to exterior spaces, focusing on campus beautification, outdoor learning and gathering spaces, connecting to the community, and inclusion of native and low-maintenance seasonal plants appropriate to the college’s outdoor spaces. The college will use the developed master plan to implement the design in a phased approach.

Also included in the master plan are brand-integrated signage, irrigation systems, water features, improvements to permanent water structures already located on the Dallas, Kimbrell, and Lincoln campuses, and consideration of microclimates. The college is interested in low-maintenance landscaping and exterior features to uphold cleanliness and professionalism of college exteriors as well as expanding programming to outdoor learning labs and classrooms. Areas for students and employees to congregate in a relaxed environment is essential. Student artwork and sculptures may also be incorporated across the three campuses.

This item was initially discussed in the August 2022 Facilities Committee meeting. A request for a proposal was posted in July 2022 and closed in September 2022. Architect presentations were made to the committee in October 2022. On November 14, 2022, the Board of Trustees approved awarding the landscape architect master plan to ColeJenest & Stone with ESP Associates and Surface 678 ranking second and third respectively.

The following proposal received from landscape architects Bolton & Menk, Inc. (dba ColeJenest & Stone) dated December 14, 2022. Total cost of the proposal is \$65,500.

VII. Fee Summary

Task	Phase	Fee Type	Fee
I.	Due Diligence/Site Analysis	Lump Sum	\$ 14,000
II.	Project Meetings and Coordination	Hourly Estimate	\$ 7,500
III.	Visioning	Lump Sum	\$ 16,500
IV.	Ideation and Conceptual Landscape Master Plan	Lump Sum	\$ 18,000
V.	Final Landscape Master Plan	Lump Sum	\$ 9,500
VI.	Exclusions / Additional Services	Hourly	

The signage design is not included in this proposal; location of signage and campus wayfinding is included.

Funding includes private donor funds of \$25,000 and \$40,500 in campus access fees.

Upon the recommendation of the Facilities Committee, Mr. Smith moved that the Gaston College Board of Trustees approve the \$65,500 Landscape Master Plan proposal from Bolton & Menk, Inc. (dba ColeJenest & Stone).

As this motion comes from Committee, a second was not required. Vice Chairman Vinson asked if there were any discussions. There were none.

The motion carried.

2. NCDOT Project B60501

In November, NC DOT representatives along with RK&K Engineering presented Project B6051 to the Facilities Committee.

NCDOT Project B6051 is part of the 2020-2029 Statewide Transportation Improvement program and I-85 FUTURES Corridor project. This project reduces major queueing issues at the intersection of US 74 (Wilkinson Blvd) at NC 7 (E Catawba St). Improvements include an additional northbound right-turn lane along NC 7 (E Catawba St), extension of the existing westbound left-turn lane along US 74 (Wilkinson Blvd), and signal timing/phasing improvements.

There are currently two concepts for the B6051 project. Concept 1 is an all-movement intersection and Concept 2 is a reduced conflict intersection (RCI). RCI concept advantages include lower cost, a reduced footprint, better traffic performance, lower congestion and emissions, capacity to carry higher volumes beyond the design year, improved safety with reduced left turns, and focuses on higher safety for pedestrians.

This project impacts the Kimbrell Campus by placing a traffic bulb directly in front of the Classroom Building within ten feet of the corner of the building. Dr. Hauser expressed his concerns in a phone conversation with RK&K and NCDOT in late October. His concerns included the congestion that the traffic bulb would cause to the entrance and exit of the campus; the physical restrictions the bulb would create for the maintenance of grounds and facilities on the campus; the creation of a higher transfer of stormwater for the campus; the restriction of campus expansion; and the effect on the construction of the FIC.

After the discussion with Dr. Hauser, the engineering group reduced the size of the traffic bulb. The new concept will allow for the turnaround of buses, trucks pulling trailers or boats, and cars only; a tractor-trailer will not be able to make the turn. This concept offers a smaller footprint, restricts a smaller area in front of the Classroom Building, and does not impact the storm drain.

The Facilities Committee discussed the project and its impact on the Kimbrell Campus at length. Dr. Hauser suggested that the committee members reach out to their legislative representatives for assistance.

RK&K recently reached out to Dr. Hauser and is requesting a recommendation from the college. The Facilities Committee discussed Concepts 1, All Movement Intersection, and Concept 2, Reduced Conflict Intersection, provided in the packet. Concept 1, All Movement Intersection was found less intrusive to the Kimbrell Campus and preferred by the Committee.

Upon the recommendation of the Facilities Committee, Mr. Smith moved that the Gaston College Board of Trustees approve Concept 1, All Movement Intersection, proposed from the NCDOT Project B6051.

As this motion comes from Committee, a second was not required. Vice Chairman Vinson asked if there were any discussions. There were none.

The motion carried.

3. Policy Discussions

In lieu of ongoing discussions of selling, leasing, and purchasing property, the Facilities Committee requested to discuss the need for the following policies:

- Policy for managing surplus property
- Policy for acquisitions of property

The College currently has a policy in place for managing the surplus of physical property (equipment,) but not real property. In avoidance of limitations, the Committee decided a written policy was not necessary at this time.

Upon the recommendation of the Facilities Committee, Mr. Smith moved that the Gaston College Board of Trustees authorize President Hauser and Attorney Carl Stewart to investigate ground leasing the frontage land located to the left of the Gaston College Dallas-Cherryville entrance.

As this motion comes from Committee, a second was not required. Vice Chairman Vinson asked if there were any discussions. There were none.

The motion carried.

4. Capital Projects

Mr. Millen reported the following updates:

Fiber Innovation Center

Progress is being made at the Fiber Innovation Center. The project is under a value engineering process at this time to lower the project cost. The logging and bad soil removal is underway and erosion control is in progress. The water line and forced sewer main are being relocated. The chiller has been removed.

Lincoln Campus Space Renovation

State inspections are complete, and the certificate of occupancy has been received. There is a punch list and overage fees that are incomplete.

Burn Prop

This project is currently waiting on engineering drawings.

De-Escalation Center

Request for Proposals (RFP) have been received; Dr. Hauser will be presenting those later. This project is working with the City of Gastonia on paving the main road as part of the project.

PTI Ventilation for Welding Shop

The work has started and fans are being installed. One side is now operational.

Cybersecurity Renovations

Renovation needs are being determined for cybersecurity labs on all three campuses. Materials have been ordered.

These items were presented for informational purposes; no action was required.

G. FINANCE

Finance Committee Chair Huffstetler asked Ms. Alman to provide the Finance items for review.

1. FY 2023-24 Lincoln County Operating Budget

The Lincoln County Manager's Office has requested that the College submit its County budget for FY 2023-24 in January 2023. Capital expense and maintenance of the Lincoln Campus are budgeted by the County. The budget approved for the College by Lincoln County for FY 2022-23 was \$279,499 for operating expenses and \$30,000 for capital. The College is requesting an operating budget of \$368,329 from Lincoln County for 2023-24. This represents \$47,700 in operating increases and \$41,130 in salary increases.

The FY 2023-24 budget includes the following budget requests:

- Funding 3.5% anticipated salary increases (\$7,256)
- Funding retirement and health insurance estimated increases (\$9,574)
- Funding for a new plant maintenance position (\$24,300)
- Funding for a digital sign (\$40,000)
- Increase operating costs for insurance and legal services (\$6,750) and security uniforms and supplies (\$950)

N.C. statutes require the tax-levying authority of each institution provide adequate funds to meet the financial needs of the institution for capital, plant operations and maintenance, campus police and security, and support services. (GS. 115D-32)

The College is requesting a capital budget of \$50,000 from Lincoln County for 2023-24.

The FY 2023-24 Lincoln County Operating Budget request reflects an increase of \$88,830 from the approved budget of \$279,499 for FY 2022-23 for a total budget request of \$368,329 and a capital budget request of \$50,000.

Upon the recommendation of the Finance Committee, Mr. Huffstetler moved that the Gaston College Board of Trustees approve the FY 2023-24 Lincoln County Operating Budget.

As this motion comes from Committee, a second was not required. Vice Chairman Vinson asked if there were any discussions. There were none.

The motion carried.

2. FY 2023-24 Gaston County Operating Budget

The proposed FY 2023-24 Gaston County Operating Budget is attached. This year's county operating budget request totals \$7,049,494 and includes an increase of \$1,181,432 (20.13%) over the FY 2022-23 actual budget. The largest portions of the increase relate to salary and benefit increases, increases in cost of utilities and maintenance, and new positions:

Salary and Benefits – Cumulative 13% increase	\$490,685
New Positions (Housekeeping, Campus Security, Grounds)	\$196,784
State increase in retirement and health rates - Cumulative	\$ 111,162
Utilities and maintenance	\$ 338,160
Insurance Premium Increases	\$ 41,847
Antenna lease escalation	\$ 2,793
Total estimated increase	\$1,181,432 20.13% increase

Current indications are that the North Carolina Community College System will include a 7.0% salary increase in the 2024-2025 biennium budget request to State legislators, spread over two years as 3.5% for FY 2023-24 and another 3.5% for FY 2024-25. We estimate that retirement rates will increase 1.66% and the cost for health insurance will increase 5.39% over FY 2023. In addition, effective July 1, 2022, the State required all employees earn a minimum of \$15 per hour worked.

Our FY 2023-24 budget request for salaries and benefits attempts to make up ground for previous years when salary and benefits increases went unfunded. Please see the table below for the accumulative effect of salary changes since FY 2020-21. The increases from FY 2020-21, FY 2021-22, and FY 2022-23 combined with the expected increase for FY 2023-24 adds \$490,685 in salary and \$111,162 in benefits costs for a total increase of \$601,847 for FY 2023-24.

Accumulative Effect of Salary Changes:

	FY 2024	Estimated	%	2023	%	2022	%	2021
	Increase	2024 Rate	Increase from PY	Rate	Increase from PY	Rate	Increase from PY	Rate
Health insurance	21.73%	\$ 7,796	5.39%	\$ 7,397	5.39%	\$ 7,019	10.95%	\$ 6,326
Retirement	14.48%	24.91%	1.66%	24.50%	1.66%	24.10%	11.16%	21.68%
Pay increase	13.00%	3.50%		3.50%		3.50%		2.50%
FICA Rate	7.65%	change not expected						

As Gaston College continues to grow, adding buildings, athletics venues, and programs, our need for adequate staffing to maintain the building and grounds also grows. The College requested funding for new staff positions in fiscal year 2023 but were unable to hire due to funding constraints. The College’s current year budget request includes five (5) new positions adding \$196,784 in salary and benefits costs. Two additional housekeepers and two campus security officers are needed to help care for, maintain, and secure our buildings. The addition of a horticulture specialist to our Grounds Team would assist in maintaining and enhancing our campus grounds.

Additionally, we anticipate a 25% (\$338,160) increase in utility costs in the coming year and significant increases in gasoline, custodial supplies, and other costs due to inflation and continuing supply chain issues. General liability, property, cybersecurity, and other insurance premium rates for FY 2023-24 are expected to increase an estimated \$41,847 over the prior year and the annual lease escalation for the radio tower will be \$2,793 (or 5%.)

The FY 2023-24 requested budget reflects a \$1,181,432 increase over the FY 2022-23 approved budget and includes \$1,005,027 in unfunded requests from FY 2020-21, FY 2021-22, and FY 2022-23.

Dollar Analysis	2023		2022		2021		2020	Total
	Amount	%	Amount	%	Amount	%	Amount	Shortfall
Budget Requested	\$6,304,932	5.31%	\$5,987,257	3.67%	\$5,775,325	3.39%	\$5,585,769	
Budget Awarded	\$5,868,062	4.45%	\$5,618,062	0.75%	\$5,576,363	-0.17%	\$5,585,769	
Shortfall	<u>\$ (436,870)</u>		<u>\$ (369,195)</u>		<u>\$ (198,962)</u>		<u>\$ -</u>	<u>\$(1,005,027)</u>

Mr. Cloninger suggested requesting two police officer positions instead of two campus security officers.

Dr. Hauser relayed that he has a meeting with the County every six weeks for updates on the budget, etc., and has scheduled a meeting with Commissioner Cloninger and will be scheduling a meeting with Dr. Eagle in the upcoming weeks. He also stated an Information Sheet (Talking Points) will be provided to the Trustees with shortfalls, economic impact, etc. to use when discussing budget needs with the County Commissioners.

Upon the recommendation of the Finance Committee, Mr. Huffstetler moved that the Gaston College Board of Trustees approve the FY 2023-24 Gaston County Operating Budget request totaling \$7,049,494.

As the motion comes from Committee, a second was not required. Vice Chairman Vinson asked if there were any discussions. There were none.

The motion carried.

3. FY 2023-24 Gaston County Capital Priorities

The proposed FY 2023-24 Gaston County Capital Priorities along with additional five years of projections were provided for review. The capital priorities for FY 2023-24 reflect needs totaling \$5,133,495. The priorities are subject to change due to unforeseen maintenance requirements that might arise.

Gaston College maintains 36 buildings totaling 646,665 square feet and \$139.3 Million in insurance value in Gaston County. The capital priorities identified for FY 2023-24 include roof replacements for the Dallas campus, roof repairs and window replacements for Harney Hall on the Belmont Campus, campus directional sign upgrades, classroom upgrades for the Textile Academy, HVAC and boiler upgrades and repairs, and pavement maintenance including the driver track used for law enforcement training. Our hope is that the County will at a minimum be able to continue to fund capital for the College at the historical level while also taking into consideration our identified capital needs totaling \$5,133,495 for FY 2023-24 including \$1,933,495 in typical maintenance needs and an estimated \$3,200,000 for special boiler replacement.

The aging steam boiler system used to heat some buildings on campus is outdated and in a constant state of repair. The campus has two steam boiler plants on the Dallas Campus in need of major repairs or replacement. The main steam plant is over 25 years old and provides heat to six buildings on campus (Beam Administration, Comer Engineering Technology, Myers Center, Morris Library, and the Rauch Buildings.) Another steam plant provides heat to two buildings (Lena Sue Beam and Pharr Industrial Trade.) The underground steam lines were replaced about 15 years ago, but we are beginning to encounter significant leaks again. Our cost to maintain the current steam system during FY 2021-22 was over \$200,000. For efficiency and significant repair costs, the College would like to convert the two steam boiler systems to hot water boiler systems for each individual building. We are working with an engineer to gather information and requirements but estimate a total cost of \$3,200,000 to convert these boilers. This type of project would need to be completed within the same year since the current steam system generates heat for eight buildings.

The FY 2023-24 Gaston County Capital Priorities total \$5,133,495. Priorities will be refined to match county funds provided and a final listing will be presented to the Committee once the budget is approved by Gaston County.

Mr. Millen noted that the capital priorities will take twenty-four to thirty-six months to complete and can be done in phases.

Upon the recommendation of the Finance Committee, Mr. Huffstetler moved that the Gaston College Board of Trustees approve the FY 2023-24 Gaston Capital Priorities.

As the motion comes from Committee, a second was not required. Vice Chairman Vinson asked if there were any discussions. There were none.

The motion carried.

4. Enhancing Accountability in Government through Leadership and Education (EAGLE) Internal Control Program Review

Enhancing Accountability in Government through Leadership and Education (EAGLE) is the State's internal control program that was established by the Office of the State Controller (OSC) to meet the requirements of House Bill 1551, Chapter 143D "State Governmental Accountability and Internal Control Act."

EAGLE program activities touch a number of areas within the College, including Accounting, Purchasing, Human Resources, and Financial Aid, plus IT general controls program.

Our internal control testing activities found no significant issues this year.

In addition to internal control testing, the EAGLE program also provides a set of performance standards focused on Federal Grants, General Accounting, Procurement, and Student Financial Aid. The College met all of the performance standards.

The Foundation financial audit is complete and the College financial audit has begun.

This Item was presented for information purposes; no action was taken.

5. Supplemental State Budget Allocations

Recruitment and Retention	38,208.00
Customized Training	63,655.00
Customized Training Business & Industry Support	1,700.00
Golden Leaf	23,448.00
Expansion of Apprenticeship Programs	38,500.00
Expansion of Apprenticeship Programs	9,750.00
Expansion of Apprenticeship Programs	48,200.00
Golden Leaf	23,448.00
TOTAL	\$246,909.00

This item is presented for informational purposes; no action is needed.

6. Financial Reports

A summary of expenditures for month-end December 2022, for State, Gaston, and Lincoln operating budgets and proprietary accounts in comparison to the previous year were provided for the Board's review and information.

This Item was presented for information purposes; no action was taken.

H. REPORT FROM NCACCT

Vice Chairman Vinson included his report in the Chairman's report.

I. CHAIRMAN'S REPORT / ANNOUNCEMENTS

Vice Chairman Vinson shared the following:

- 1.** Schedules are provided in your Board material for GC Basketball, Baseball, Softball, and Beach Volleyball.
- 2.** Board Self-Evaluation Surveys are due now. If you have not completed it, please be sure to get it completed as this is a very good way to know what is working for the Board and any areas where improvement could be needed. Thus far twelve Trustees have completed their surveys.
- 3.** The SEI Forms are due annually by April 15. Please make sure and put this on your calendars to update. Also, please take a look at the Ethics Training chart included in your Board notebooks so that you are aware of the date you are due to take the training again. An email reminder along with links to complete these will be sent by Ms. Howe.
- 4.** The Board of Trustees Retreat will be on Friday, February 10, 2023, at Gaston Country Club, beginning at 8:30 a.m.
- 5.** March 29-31 the NCACCT Law Legislative Conference will be held in Raleigh, NC. We have nine Trustees already registered to attend. If you haven't already done so, please let Ms. Howe know if you plan on attending. Vice Chairman Vinson emphasized the importance of taking this opportunity to meet individually and collectively with our Legislators on those days.

J. EXECUTIVE SESSION

In accordance with provisions of GS § 143-318.11.(a)(5), Vice Chairman Vinson entertained a motion to enter the Board into Executive Session to discuss a proposed property. Mr. Cloninger moved to enter the Board into Executive Session, Mr. Hall seconded the motion. The motion passed.

Vice Chairman Vinson entertained a motion to close the Executive Session and return the Board to open session. Mr. Cloninger moved to close the Executive Session and return to open session; Ms. Peak seconded the motion. The motion carried.

Vice Chairman Vinson entertained a motion as the result of the Board's discussion of the purchase of proposed property, 202 College View, Dallas, NC.

Mr. Cloninger moved to transfer \$190,000 from the College's COVID funds to the GC Foundation to purchase and take title on behalf of the College, allowing the seller naming rights. Mr. Hall seconded the motion. The motion carried.

Vice Chairman Vinson entertained a motion to amend the Agenda, Facilities, Item 4, Capital Projects, De-Escalation Training Center for RFP discussions, and select C Design for the De-Escalation Training Center project. Mr. Cloninger made the motion; Ms. Peak seconded. The motion carried.

K. ADJOURNMENT

Vice Chairman Vinson asked if there was any further business to come before the Board.

Mr. Fletcher moved to adjourn the meeting; Mr. Hall seconded the motion. The motion carried.

Vice Chair Vinson adjourned the meeting at 5:11 p.m.

Respectfully submitted,

Julie Stroupe, Secretary

Mr. Randy Vinson, Vice Chairman

Guyann Howe, Recording Secretary

(College Seal)