

**MINUTES OF THE BOARD OF TRUSTEES MEETING
OF THE HINDS COMMUNITY COLLEGE DISTRICT**

The Board of Trustees of the Hinds Community College District met at 1:00 p.m., February 3, 2021, by participating in person for those who could attend and by Zoom, a video conferencing, due to the Coronavirus Pandemic. The following members were present:

Mr. Paul Breazeale, President in person
Dr. Delesicia Martin, Secretary in person
Mr. Dale Sullivan, Vice President in person
Mr. Donald Oakes in person
Mr. Chad Shealy in person
Dr. Ginger Smith in person
Dr. Nonya Thrasher in person
Dr. Homer Bums Zoom
Dr. Cardell Williams in person
Mr. Rickey Clopton in person
Dr. Sue Townsend in person
Dr. John D. Calhoun in person
Mr. Donald McGowan in person

Others present were the President of Hinds Community College, Dr. Stephen Vacik; Mr. Ben Piazza, Board Attorney; Bill Campbell, District Project Architect; members of the Executive Leadership Team: Randall Harris, Vice President Operations & Student Services; Dr. Keri Cole, Vice President Instruction/Academic & Transfer; Sherry Franklin, Vice President Instruction/Career & Technical; Dr. Chad Stocks, Vice President Workforce & Community Development; Marvin Moak, Vice President of Auxiliary Services & Workforce Liaison; Jackie Granberry, Executive Director Foundation; Renee Cotton, Chief of Staff; Colleen Hartfield, Grants & Legislative Liaison; and Dr. Vic Parker, Vice President Finance.

Call to Order. The Board President called the meeting to order and thanked everyone for the kind words, cards and prayers that were expressed to him with the passing of his brother, Truitt Breazeale. The Board President asked Mr. Donald Oakes to open the meeting with prayer. The Board President introduced the new Hinds Community College Board member, Mr. Donald McGowan, Jr. The Board of Trustees welcomed Mr. McGowan. The Board President announced there will be an adjustment to the Agenda today. Legislation, Agenda Item 11, will be moved to the end of the meeting and there will also be an Executive Session.

Approve January 13, 2021 Minutes. Upon a motion by Dr. Calhoun, seconded by Mr. Shealy, the minutes of January 13, 2021, were approved as mailed. A copy is on file and made a part of the minutes of the meeting.

Claim Dockets and Architects' Estimates. Following complete and thorough discussion of the Claim Dockets and Architects' Estimates and upon a motion by Mr. Sullivan, seconded by Mr. Shealy, the Claim Dockets and Architects' Estimates were unanimously approved. Dr. Vic Parker reported the current bank balance as of January 31, 2021 is \$11,750,154.16. The money market account balance was \$2,000,006.85. We just received the first spring payment for Title IV federal funding and received the first spring payment from state appropriations.

Dr. Parker reported we decreased our Fund 1 unrestricted funds spending for the month of January 2021 for the fourth month in a row. We spent \$663,641.00. The largest spend for January 2021 was in the auxiliaries, mainly the Bookstore, to start back the spring semester with a total of \$1,034,472.00. The total spending in

January 2021 was \$2,505,434.00. That is the least we have spent since last August.

Approve Budget Summary. Dr. Vic Parker gave the following report:

At this time, we should have five months of the budget remaining which should be 41.67%. As of today, we have 51.83% of the budget remaining.

Approve Bid Log. Dr. Vic Parker reported we have two bids to bring to the Board's attention.

The first bid is the tennis court addition. We received three qualified bids. The Base Bid budget was \$225,000.00. The Base Bid that was approved was \$191,129.60. There is an additional Alternate Add on to that bid of \$96,000.00. The Base Bid would be expensed in FY21. The Alternate Bid would be budgeted and expensed in FY22 after July 1.

The second bid is a Reverse Auction for technology in Disability Support Services. It is wireless, face to face communication devices. This bid is for \$66,725.00 and will be purchased through PBI Grant funding.

Upon a motion made by Mr. Calhoun, seconded by Mr. Shealy, the Bid Log was unanimously approved by the Board of Trustees.

Change Order #004 2018 Sheffield-Wooley Structural Repairs/Additions-REBID II (Draft)

Mr. Bill Campbell reported Change Order #004 is being brought to the Board's attention today. This Change Order is for the Sheffield-Wooley project and is in the amount of \$78,721.94 and they are requesting an extension of five months for time. The General Construction Contract was given the notice to proceed to begin the work June 15, 2020. On July 1, 2020, Mr. Campbell presented four Change

Orders to the Board that day. Earlier that day the Executive Leadership Team and Dr. Vacik met and the decision was made, because of COVID-19 and other related issues, to suspend the work of the General Construction Contract effective July 1, 2020. We stopped the General Contractor, who had just begun work and did not allow the General Contractor to do the major work on the building until the Monday before Thanksgiving 2020. The work was paused for five months of time. This Change Order is an associated cost for pausing the work and extended general overhead conditions and the sub-contractors remobilization to start work again. With the approval of the Change Order, this extends the General Construction Contract complete date to May 11, 2021.

After discussion and upon a motion made by Dr. Calhoun, seconded by Dr. Smith, the Board voted unanimously to approve Change Order #4.

Recommend Personnel. The College President reported there are three new personnel to recommend to the Board of Trustees. **After discussion and upon a motion by Dr. Calhoun, seconded by Mr. Oakes, the following personnel were unanimously approved by the Board of Trustees.**

Andrea Janoush, Vice President for Human Resources, Raymond Campus, replacing Gay Lynn Caston, Salary \$105,000.00, employment effective February 8, 2021.

Roderick Warner, Institutional Research Analyst, Raymond Campus, Salary \$55,000.00, employment effective February 8, 2021.

Christopher Ruffin, Director of Institutional Effectiveness and Accreditation, Raymond Campus, Salary \$65,000.00, employment effective February 8, 2021.

Committee Reports. The Board President asked if any committee had a report for today.

Academic Committee, Mr. Shealy had no report at this time.

Athletics Committee, Dr. Smith reported the committee has not met yet. Dr. Smith reported that Coach Gene Murphy is retiring. As chairman of the Athletic Committee, Dr. Smith is requesting the Board present a Resolution to Coach Gene Murphy for his service at the college. Eventually, when COVID-19 is under control, Dr. Smith is requesting a small reception be planned in his honor. Dr. Smith will bring this recommendation back to the Board as a motion at the next meeting.

Facilities Committee, Dr. Calhoun reported the committee will meet next Tuesday, February 9, 2021 at 9:00 a.m. by Zoom.

Finance Committee, Mr. Sullivan reported the committee will meet before the next Board meeting. The committee will be notified of the meeting and it will be held virtually. This meeting will be held to discuss fees, dues and tuition.

Personnel Committee, Dr. Martin reported the committee has met twice. The Agenda Item #8 is a request from the Personnel Committee that we issue an RFP for legal services beginning July 1, 2021. The hope is the committee will have this in the works in March 2021 and make a recommendation at the May 2021 Board meeting. **Upon a motion made by Dr. Martin, seconded by Mr. Sullivan, the Board voted unanimously to move forward and issue a RFP for legal services beginning July 1, 2021.**

Property Recommend Surplus to the Needs of the College. Following discussion, and upon a motion by Mr. Clopton, seconded by Mr. Shealy, the Board voted unanimously to allow the College President to dispose of the

Colleges yet. The scholarship money that was put into place to help students enroll has made a small impact. Mr. Harris reported CRRSA money will soon be available. We should be receiving guidelines as to how to handle CRRSA. There is money in CRRSA that will go to students impacted by COVID-19.

E. Miscellaneous. Dr. Stephen Vacik

Dr. Vacik reminded the Board we will be doing a Hinds Cares Day which is scheduled for February 19, 2021. Hinds employees will be volunteering in the community on behalf of our college.

Basketball games have begun. We have home games on Monday and Thursday nights. If you are interested in attending, we would love to have you there. Let Renee Cotton know if you are interested and we will get tickets for you. There will be no home game on February 11, 2021.

The Executive Leadership Team is looking into Spring 2021 Graduation plans. We would like to get feedback from our students as to what they feel is best. The thought is to try to do a face to face at the Muse Center. This would be for students only, no guests. We would also offer the ceremony live stream for guest and family.

April 5, 2021 is the live opening of the Barnes & Noble Bookstore.

Two new committees have been activated. One is the Strategic Planning Committee and the second is the Strategic Enrollment Management Committee.

Executive Session

Upon a motion made by Dr. Martin, seconded by Mr. Sullivan, the Board unanimously voted to go into a closed session to discuss going into Executive Session.


Upon a motion made by Dr. Townsend, seconded by Mr. Shealy, the Board unanimously voted to go into Executive Session to consider a personnel matter.

No action was taken in the Executive Session.

Upon a motion made by Mr. Shealy, seconded by Dr. Smith, the Board unanimously voted to come out of Executive Session and adjourn the meeting.



Mr. Paul Breazeale, President



Dr. Delesicia Martin, Secretary