

**BEAUFORT COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING
APRIL 5, 2005**

The Board of Trustees met Tuesday, April 5, 2005, at 7:30 p.m. in the Board Room of Building 10.

BOARD MEMBERS PRESENT

Reverend Dr. Robert B. Cayton, Chair
Helen Bonner
Myrtle P. Carowan
J. Shields Harvey
Henry C. Humphreys, Jr.
Frank B. Lewis
Cornell McGill
Mitchell St. Clair
Jack Wallace, Vice Chair

BOARD MEMBERS ABSENT

Cynthia Davis
Floyd Lupton
Roy O'Neal

The following staff were in attendance: David McLawhorn, President; Phillip Price, Dean of Administrative Services; Wesley Beddard, Dean of Instruction; Sandra Sauve', Dean of Student Services, Chet Jarman, Dean of Continuing Education, Judy Jennette, Director of Public Relations and Foundation, and Dorie Richter, Director of Planning/Institutional Effectiveness. Also in attendance were Ranee S. Holbrook, Legal Counsel, with the law firm of Carter, Archie, Hassell & Singleton, Bennie Roundtree, State President, Southern Christian Leadership Conference (SCLC), Rev. Dr. John Barnes, and Joel Bell.

PRAYER

Chairman Cayton called the meeting to order and Mitchell St. Clair, Chaplain, continued with prayer. Chairman Cayton reminded everyone of both the mission of the College and the conflict of interest statement.

AMBASSADORS

Prior to introduction of ambassadors, Judy Jennette, distributed a brochure, inviting everyone to the 2nd annual cut-throat croquet tournament, a foundation fundraiser sponsored by Southern Bank, May 15, in Bath. She then introduced ambassadors, Susan Woolard and Andrea Starkie. Ms. Woolard is a student in the nursing program, and Ms. Starkie was a 2002 Academic Excellence Award winner. Both ambassadors impressed the members with their poise, confidence, and commitment as ambassadors for the College and the community it serves.

MINUTES

Chairman Cayton called for discussion or corrections to the February 1, 2005 minutes. Dr. McLawhorn stated that ...“of \$5,000” on page 4, line 18 (under Property Committee) should be deleted. Dr. McLawhorn stated that that amount was brought up by the seller; we do acknowledge we accept the timber rights. Chairman Cayton called for a motion to approve the minutes as corrected with the noted deletion “of \$5,000.” Bo Lewis made the motion with a second by Shields Harvey. The Board voted unanimous consent.

Chairman Cayton called for a motion to approve the February 22, 2005 Special Meeting Minutes. Jack Wallace made a motion to approve the minutes with a second by Bo Lewis. The Board voted unanimous consent to the motion.

OLD BUSINESS

At this time, Chairman Cayton indicated that there was an individual present (Mr. Bennie Roundtree) that had requested to speak to the President regarding a personnel matter. The matter had been through the office of the President, to the proper standing committee of the Board, and then on to the full Board. He stated that any actions on this item are out of the President’s hands. As Chairman of the Board of Trustees, Rev. Cayton contacted Rane Holbrook, barrister, and they decided to invite Mr. Roundtree to come and speak to the Board. The Board acknowledged approval for Mr. Roundtree to speak. Chairman Cayton recognized guest, Mr. Bennie Roundtree. Mr. Roundtree stated that he was State President of the Southern Christian Leadership Conference (SCLC), and he acknowledged Rev. Dr. John Barnes as secretary. Mr. Roundtree stated that he had received a complaint from Joel Bell. Mr. Roundtree indicated that he had reviewed the evidence and it seems like false information had been given, but he stated that he never draws a conclusion until he hears both sides, and that is the reason he wanted to come and address the dean of the college. Mr. Roundtree expressed high confidence in the leadership of the Board, and he indicated that Mr. Bell goes to church, is a registered voter, and he asked the Board to take a look at what Mr. Bell took to Mr. Roundtree. Mr. Roundtree asked the question: Did the person give false information? Mr. Roundtree acknowledged that Mr. Bell was present.

Chairman Cayton responded to Mr. Roundtree’s question by stating that Mr. Bell has taken his complaint to the EEOC, and as this is a pending investigation, Chairman Cayton could not comment. He stated that a copy of the transcript could be made available to Mr. Roundtree, but Mr. Bell had to grant permission . Chairman Cayton stated that any other conversation needs to be addressed to the College attorney. Joel Bell granted permission to give a copy of the transcript to Mr. Roundtree, which Ms. Holbrook delivered at that time. Mr. Roundtree thanked the Board for the opportunity to speak, and he, Mr. Barnes, and Mr. Bell left the meeting.

REPORTS AND RECOMMENDATIONS

Executive Committee – Chairman Cayton stated that the College had followed two traditions in appointing a nominating committee: one, a nominating committee made up of Board members; two, having the Executive Committee serve as the nominating committee. Chairman Cayton appointed the Executive Committee to serve as nominating committee for

one year and asked for a motion. Mitchell St. Clair made the motion with a second by Helen Bonner. Chairman Cayton stated that the nominating committee will meet between now and the next board meeting.

Property Committee

The Property Committee met at 7:00 p.m. prior to the board meeting. Property Committee Chairman Harvey gave an update on the Bldg 11 construction project (per hand out). Rain has caused some delays, but we have a tenacious architect who is determined to stay on schedule and to have administrative submittals completed in a timely manner. Chairman Harvey invited all trustees to attend the upcoming April 19th construction meeting in Bldg. 8 at 9:00 a.m. Chairman Harvey also reported that it has been five years since the College's insurance policies have been bid. A hand out was distributed on bidding of the insurance. In summary, Chairman Harvey stated that the Property Committee continues to explore putting the insurance out to bid.

Curriculum Committee – No report.

Finance Committee

Chairman Cayton then recapped items 2-6 on the agenda under Finance Committee and indicated that all were approved by the Finance Committee. The Board gave unanimous consent on all five items.

President's Office – Information Items

Chairman Cayton then called on Dr. McLawhorn for the President's report. Dr. McLawhorn began his comments (pg. 30) by stating that the College did well on the Program Audit (Spring 2003-2004). He highlighted two of the grants on the April, 2005 Grant Activity Report (pg. 36). A meeting is scheduled April 15 on campus to show our fabrication lab to Golden LEAF personnel. Dr. McLawhorn stated that the College will work a summer hour schedule during the summer semester. The College will close at noon on Friday. Dr. McLawhorn invited trustees to the May 11th Service Award Luncheon and to graduation on May 13, 2005 at Washington High School. ECU Chancellor Steven Ballard is the guest speaker. This year all platform guests will be robed. The June 7 board meeting will be preceded by a joint dinner meeting with the Beaufort County School Board of Education and all trustees. Dr. McLawhorn stated that copies of all reappointment letters were included in the notebook (pgs. 39-42). Next, Dr. McLawhorn directed everyone's attention to the 2005-2006 NCACCT Calendar (pg. 43). He pointed out the dates and locations for the two ACCT annual conventions. After comments by several trustees, Chairman Cayton asked each trustee to respond to the president's office within the next two weeks with his/her plans to attend (when/where) an annual convention.

NEW BUSINESS

Chairman Cayton called for a motion to go into closed session pursuant to North Carolina General Statute 143-318.11(6) to evaluate the President. Buster Humphreys made the motion to go into closed session with a second to the motion by Shields Harvey. Chairman Cayton stated that the board had voted to come out of executive session and that the barrister will record the closed session minutes.

As there was no other business to come before the Board, the meeting was adjourned by a motion from Bo Lewis with a second by Shields Harvey.

NEXT BOARD MEETING

The next Board of Trustees meeting will be held Tuesday, June 7, 2005.

Respectfully Submitted,

David McLawhorn
Secretary

Robert B. Cayton
Chairman

Date