



BOARD OF TRUSTEES MEETING
Freeland Building Community Room
March 23, 2021
7 p.m.

Call to Order: Chair Pierce called the meeting to order at 7:09 p.m.

Roll Call: Roll call was done by Tarsha Bush-Dudley.

Trustee Attendance:

<u>Trustee Name</u>	<u>Absent/Present</u>
Jeri Pierce (Chair)	Present
Ronald Gatling (Vice-Chair)	Present
Wendy Ruffin-Barnes	Present
Dr. Claudia Richardson	Present (Call-In)
Ernestine Bazemore	Absent
Albert Vann	Present
Andre Lassiter	Present
Kimberly Turner	Present
John Trent	Absent
Jean Matthews	Present
James Eure	Present
Mary Harrell	Present

Staff Present: Dr. Deborah Lamm (President), Mr. Dan Figler (Vice-President/CFO), Tarsha Bush-Dudley (Board Clerk)

Others Present: Attorney Charles Francis

Invocation: Given by Trustee Gatling.

Conflict of Interest Statement: Read by Chair Pierce. None were noted.

Oath of Office Ceremony: Hertford County Magistrate Williams officiated the Oath of Office to newly appointed R-CCC Trustee Betty Pugh, and re-appointed R-CCC Trustee Dr. Mary Harrell Ruffin.



BOARD OF TRUSTEES MEETING
Freeland Building Community Room
March 23, 2021
7 p.m.

Approval of the Agenda:

- On a motion by Trustee Harrell and seconded by Trustee Ruffin-Barnes the Board approved the March 23, 2021 agenda.

Approval of Minutes:

- On a motion by Trustee Vann and seconded by Trustee Harrell the Board approved the February 23, 2021 meeting minutes.
- On a motion by Trustee Vann and seconded by Trustee Harrell the Board approved the March 17, 2021 Building and Grounds Committee meeting minutes.
- On a motion by Trustee Turner and seconded by Trustee Ruffin-Barnes the Board approved the March 17, 2021 Finance Committee Meeting minutes.

Committee Reports

- Board Chair's Report: Chair Pierce distributed and discussed the contract for Dr. Murray Jean Williams which will begin on May 3, 2021. The contract duration is for three years.

Finance Committee:

- Mr. Figler discussed the financial documents for the month of February.
- On a motion by Trustee Gatling and seconded by Trustee Matthews the Board approved the February Finance Report.
- Mr. Figler explained the Sound Fiscal and Management Procedures Explanation to the Trustees.
- Mr. Figler discussed the FY 2019-20 Financial Aid Audit and Single Audit Report which was distributed in the board packet. There were three findings. Dr. Lamm's corrective action response is also located in the packet.



BOARD OF TRUSTEES MEETING
Freeland Building Community Room
March 23, 2021
7 p.m.

Buildings & Grounds Committee:

- Trustee Vann gave an overview of the information that was discussed in the Buildings & Grounds Committee meeting.
- On a motion by Trustee Vann and seconded by Trustee Gatling the Board approved East Carolina Roofing & Coating to re-roof the Davis Center. The cost of the project is \$29, 500.

President's Report:

- Dr. Lamm discussed each item under the President's Report that was distributed to the Trustees in their packet. (See handout.)

Closed Session:

- There was no closed session for this meeting.

Announcements:

- Chair Pierce welcomed Trustee Pugh and gave her an opportunity to introduce herself to the group.

Adjournment

- On a motion by Trustee Lassiter and seconded by Trustee Turner the meeting adjourned at 8:27 p.m.



Prepared by Board Clerk



Board Chair