

Montgomery Community College
Board of Trustees
May 12, 2021 – Hybrid Meeting Information Sheet

To access the meeting, please call in using the number below, and when prompted, enter the meeting ID code. You may begin calling in as early as 5:00 p.m. to give yourself enough time to troubleshoot if needed.

After you enter the meeting ID code, please state your name so we can hear you when you enter the meeting. Mrs. Bulthuis will take roll again at 5:30 p.m.

Call in number: +1 312 626 6799

Meeting ID Code: 975 3781 6424

If you would like to join the meeting through video chat, please use this link:

<https://zoom.us/j/97537816424?pwd=Wm93OWF6S3JoSUtnWkpuRkxVTWVEQT09>

**MONTGOMERY COMMUNITY COLLEGE
BOARD OF TRUSTEES
AGENDA**

The regular meeting of the Montgomery Community College Board of Trustees will be held in the Blair Auditorium. The meeting will be held in a hybrid format on Wednesday, May 12, 2021 at 5:30 p.m. The Board will meet as a committee of the whole.

Call to Order Claudia Bulthuis, Chairman

Prayer..... Claudia Bulthuis

Roll Call Susan Hershberger

Welcome and Announcements..... Claudia Bulthuis

**Approval of the Agenda and the April 2021 Board Meeting Minutes – Appendix A (Action)
..... Claudia Bulthuis**

Board of Ethics Reminder..... Claudia Bulthuis

In keeping with MCC Board Policy 1.4 Conflict of Interest and Chapter 138A of the North Carolina Board of Ethics, any potential or actual conflicts of interest with matters coming before the Board of Trustees should be declared. Having reviewed the agenda for this evening’s meeting, are there any conflicts or potential conflicts of interest to be announced? If so, please state them at this time.

Standing Committees

Budget & Finance Committee

- April Financial Reports – **Appendix B-1 (Action)**
- March Foundation Fund Statements – **Appendix B-2**
- Foundation Update

Building & Grounds Committee

- Facilities Report – **Appendix C-1**
- Construction Update – **Appendix C-2**
- Property Line Tree Cutting Update – **Appendix C-3 (Action)**

Personnel Committee

- Notice of Resignation
 - Computer Information Technology Department Chair – **Appendix D-1**
- Personnel Appointment
 - Assistant to the Dean of Continuing Education – **Appendix D-2**

Curriculum/Student Services Committee

- Update from Vice President of Instruction/Student Services – **Appendix E-1**
 - Instruction
 - Student Services
 - Continuing Education

Legislative/Public Relations Committee

- Legislative Updates
- Marketing Update – **Appendix F-1**

Institutional Status Committee

- No Update

SGA Report – Appendix G**President’s Report**

- Activities Since Previous Board Meeting – **Appendix H-1**
 - COVID Update – <https://www.montgomery.edu/covid-19/>

Chairman’s Report

- Calendar of Events – **Appendix I-1**
 - Graduation – May 12, 2021
 - Board Meeting (Hybrid) – June 9, 2021 at 6:00 p.m.
 - Board of Trustees Self-Evaluation Update

- **Adjourn – (Action)**.....Claudia Bulhuis

Minutes

Regular Meeting of the Board of Trustees Montgomery Community College

Wednesday, April 14, 2021

Call to Order

The regular meeting of the Board of Trustees of Montgomery Community College was held remotely on Wednesday, April 14, 2021 and was called to order at 6:01 p.m. by Claudia Bulthuis, Chairman with the following members present:

Present

Tawanda Bennett	Kerry Hensley
Claudia Bulthuis	Susan Hershberger
Gelynda Capel	Gordon Knowles
Dr. Katie Dunlap	Bill Price
Robert Harris	

Absent

Phil Absher
Dr. Philip Jones
Ah'Jada Ingram, SGA President

Also present were Dr. Chad Bledsoe, President; Lee Proctor, Vice President of Instruction/Student Services; Jeanette McBride, Vice President of Administrative Services; Kelly Morgan, Director of Marketing, Communications, and Public Relations; Korrie Ervin, Director of Resource Development; and Courtney Atkins, Assistant to the President.

Prayer

Mrs. Bulthuis opened the meeting with prayer.

Roll Call

Ms. Atkins called the roll.

Welcome and Announcements

Mrs. Bulthuis welcomed all in attendance and noted that the meeting was held as a committee of the whole. All votes were taken by roll call and recorded per SB 704.

Approval of the Agenda, the March 2021 Board Minutes, and March 2021 Called Meeting Minutes – Appendix A – Action

Mr. Knowles made a motion, seconded by Ms. Hensley, to approve the agenda for the April 14, 2021 meeting, the March 2021 Board Meeting Minutes, and the March 2021 Called Meeting Minutes. On a roll call vote, the motion passed unanimously.

Board of Ethics

Mrs. Bulthuis read the ethics statement, reminding the Board of Chapter 138A of the State Government Ethics Act and the Montgomery Community College Board Policy 1.4 Conflict of Interest, and asked if there were any potential or actual conflicts of interest. No conflicts of interest were declared.

STANDING COMMITTEE REPORTS

The committees conducted their business as a committee of the whole.

Budget and Finance Committee

March Financial Reports – Appendix B-1 (Action)

Dr. Bledsoe presented Appendix B-1, the March Financial Reports.

- As of March 31, 2021, County fund expenditures were \$585,001 or, 74% of the budget.
- As of March 31, 2021, there were \$409,654 available for Capital Expenditures.
- As of March 31, 2021, State funds expenditures were \$6,458,924 or, 70% of the budget. Dr. Bledsoe noted that there are a number of encumbered items in equipment funds that will be expended.
- As of March 31, 2021, the Institutional Fund balance was \$979,054.
- As of March 31, 2021, the balance in the STIF account was \$199,139.

Mr. Knowles made a motion, seconded by Ms. Hensley, to approve the March Financial Funds reports. On a roll call vote, the motion passed unanimously.

Write Offs – Appendix B-2 (Action)

Dr. Bledsoe presented Appendix B-2, the Write Offs. For the 2021 Fiscal Year there were 17 students owing a total of \$11,835.87 for tuition, fees, and books.

Mr. Knowles made a motion, seconded by Mr. Price, to approve the Write Offs. On a roll call vote, the motion passed unanimously.

Financial Audit Report for Fiscal Year 2019-20 – Appendix B-3

Dr. Bledsoe presented Appendix B-3, the Financial Audit Report for Fiscal Year 2019-20. Dr. Bledsoe reported that there were two adjustments to be made.

The first adjustment in the amount of \$1,075,764.20 was made to restate the July 1, 2019 beginning net position to capitalize building renovations to Blair Hall. During the fiscal years ended June 30, 2018 and 2019, the College expensed major renovation project costs which the auditor recommended be capitalized.

The second adjustment increased both the capital assets and related net position balances. An adjustment in the amount of \$2,593,484.80 was made to capitalize current year major renovation project costs. This adjustment increased both the capital assets and related net position balances.

Mrs. Bennett joined the meeting at 6:12 p.m.

February Foundation Fund Statement – Appendix B-4

Dr. Bledsoe presented Appendix B-4, the February Foundation Fund Statement. As of February 29, 2021, the balance of Foundation Funds totaled \$4,575,049.71 with an increase of \$90,242.83 for the month.

Foundation Update

Dr. Bledsoe gave an update on the Foundation. He noted the annual golf tournament has grossed \$17,600, which is the highest earning golf tournament to date. He reminded the Board that this is a semi-virtual event and teams may play, at their convenience, from April 16, 2021 to May 14, 2021.

Building and Grounds Committee**Facilities Report – Appendix C-1**

Dr. Bledsoe presented Appendix C-1, the Facilities Report.

Dr. Bledsoe reported that construction continues on the new amphitheater under the newly built shelter. The structure will have three levels of seating for classes or events. A major repair was completed on the Blair Hall cooling tower. The main motor had to be replaced. A new fence enclosure was built around the roof access stairs for Blair Hall. The pad and frame have been completed on the new Forestry shed.

Construction Update – Appendix C-2

Dr. Bledsoe presented Appendix C-2, the Construction Update. He noted that most of the renovations in Blair Hall have been completed. The restrooms are waiting for the tile contractors to replace all tile in restrooms. The restrooms will be completed one set at a time. Administration is working with the designer to select tile for the floors and accent band.

The entry arch has been completed. The new Counseling Center and general use conference room have been completed. The new Auditorium has been completed. The outdoor amphitheater shelter has been completed with the new amphitheater under construction.

Dr. Bledsoe noted that the firing range expansion consists of adding lanes and berms surrounding it on three sides. Renovations are scheduled to begin mid-April.

Dr. Bledsoe discussed a request from Dr. Dale Ellis, MCS Superintendent. Dr. Ellis asked that MCC allow the school system to cut back 50 feet of trees, which join the property, this would improve visibility to the entrance to the high school on Page Street.

Personnel Committee**Personnel Appointment – Appendix D-1**

Dr. Bledsoe shared Appendix D-1, the Personnel Appointment form for Dr. Michelle Aheron, Dean of Student Services.

Notice of Resignation – Appendices D-2-D-4

Dr. Bledsoe shared Appendices D-2 through D-4, the Notice of Resignation for Shavier Mason, Assistant to the Dean of Continuing Education; Jennifer Garner, Medical Assisting Department Chair; and Lucas Krueger, Sustainable Agriculture Instructor.

Curriculum/Student Services Committee

Update from Vice President of Instruction and Student Services – Appendix E-1

Dr. Bledsoe presented Appendix E-1, the update on Instructional, Student Services and Continuing Education Activities. Additionally, he highlighted the following items. Dr. Bledsoe notified the Board that Dr. Andrew Gardner successfully defended his dissertation and has completed his Doctorate Degree.

The North Carolina Board of Nursing has given verbal confirmation for full approval for the Associate Degree Nursing Program (ADN). Approval of the program means that the College has full board approval for the ADN program. The program currently has a cap of 30 students (first and second year) and staff will evaluate the number after the first class completes the NCLEX exam. The plan is to add a LPN to ADN bridge program in the summer of 2022. The Nursing Program is planning a pinning ceremony for May 11, 2021 at 4:00 pm. The hope is to have a limited-attended in person event restricted to graduates, faculty, administration, and board members. The program will be live-streamed as well.

The class of 17 BLET students will be taking their state exams on April 16, 2021 at Randolph Community College. The BLET program will hold the 2021 Program Graduation on April 26, 2021 at 6:00 p.m. Limited attendance and mask required. The BLET program has been able to update equipment and add an additional training vehicle to provide for the increase in enrollment in the program over the past two years.

Student Services

Dr. Bledsoe shared an update from Student Services. Summer and fall Registration is open for currently enrolled students and will open for new students on March 29, 2021. Acceptance letters for the Practical Nursing Program went out on March 19, 2021 to the 20 students selected for the 2021-2022 class. The Associate Degree Nursing application deadline has been extended to April 25, 2021 and the Dental Assisting application deadline is April 15, 2021. Gunsmithing enrollment confirmation letters were sent to applicants with a deadline of March 31, 2021 to return the confirmation to hold their spot for Fall 2021.

Continuing Education

The College delivered an estimated \$6,500 worth of specialized training this quarter to KM Machine, Carolina Dairy, and AmeriQual Aseptic through the Customized Training program at no cost to the employers. Autumn Care of Biscoe will be sponsoring seven apprenticeship candidates who are on target to enroll in the summer CNA I program.

Montgomery Community College has received accreditation from the North Carolina Sheriffs' Education and Training Standards Commission to deliver the 174 hour Detention Officer Certification Course. The first course is being scheduled for Summer 2021.

The Pottery Program is hosting its first annual Spring Sale. Online sales will occur April 20-21, 2021 on the program Facebook page <https://www.facebook.com/MCCPottery> and in person near Building 300 on the MCC campus on April 22-23, 2021.

Program Approvals – Appendix E-2 (Action)

Dr. Bledsoe presented Appendix E-2, Program Approvals for an Associate in Arts in Teacher Preparation and an Associate in Science in Teacher Preparation.

Mrs. Capel made a motion, seconded by Mr. Price, to approve the programs in Associate in Arts in Teacher Preparation and an Associate in Science in Teacher Preparation. On a roll call vote, the motion passed unanimously.

Legislative/Public Relations Committee

Legislative Updates

Budget Recommendation Comparison – Appendix F-1

Dr. Bledsoe presented Appendix F-1, the Budget Recommendation Comparison. Dr. Bledsoe reported that the Community College system continues to request budget stabilization, an increase in salary for employees and modernization for IT services and increased cyber security.

Marketing Update – Appendix F-2

Dr. Bledsoe shared Appendix F-2, the Marketing update. He discussed the summer-into-fall campaigns that are underway. He also noted several press pickups on COVID-19 updates and wifi upgrades.

Institutional Status Committee – No Update

SGA Report – Appendix G

Mrs. Bulthuis shared Appendix G, the SGA Report.

Mrs. Bulthuis thanked Ms. Ingram for serving as SGA President. Mrs. Bulthuis reported that Juliana Inman has been selected as the 2021-2022 Student Government Association President. Ms. Inman is a junior from Mt. Gilead majoring in Associate in Science at the Early College. She has been active on campus as a Phoenix Ambassador and as a member of Phi Theta Kappa. Juliana is interested in Pharmacy school after she completes her Associate Degree. In addition, four students were selected as Student Ambassadors; Lulea Adams, Associate in Science (EC) from Troy; Ben Harmon, Associate in Arts from Star; Amelia Thompson, Associate in Forest Management from Robbins; and Kaliyah Ratliff, Associate in Science (EC) from Troy.

Operation Stay Motivated was introduced to students on March 23, 2021. Four students will be randomly selected in the next several weeks for a \$50 Visa gift card, if they are at least registered for one, three credit hour class and are actively participating and passing their classes. This is in cooperation with the MCC Foundation, who provided the gift cards.

President's Report – Dr. Chad Bledsoe – Appendix H

Dr. Bledsoe reported on activities since the last meeting and upcoming activities as noted in Appendix H. In addition to his report, he discussed the following items:

- Dr. Bledsoe shared that he has held several virtual meetings at the state and local level.
- Dr. Bledsoe shared that the archives project is underway and that some material from the college is now on the North Carolina Archives website.
- Dr. Bledsoe reported that the Beekeepers Association now has two hives of honeybees on campus behind the Forestry Building.
- Dr. Bledsoe shared a COVID-19 update. Administration is currently preparing to offer in-person services, courses, and programs in the fall.
- Graduation will be held semi-virtually on May 12, 2021. This event will be held in the Multi-Purpose Room and will be live-streamed. Those in attendance will be distanced and will be required to wear a mask. There are 72 graduates who will be in attendance and the Board of Trustees, Faculty and Staff are welcome. The BLET ceremony will be held on April 26, 2021 and the Nurse Pinning ceremony will be held on May 11, 2021.

Chairman's Report – Claudia Bulthuis, Chairman – Appendix I-1

Mrs. Bulthuis presented Appendix I-1, the calendar of events. In addition to the calendar, she noted the following:

- Mrs. Bulthuis reminded the Board that Graduation will be held on May 12, 2021. The BLET ceremony will be held on April 26, 2021 and the Nurse Pinning Ceremony will be held on May 11, 2021. Masks and social distancing will be required.
- The May 12, 2021 Board of Trustees meeting will be held hybrid style at 5:30 p.m. and Graduation will follow at 7:00 p.m.
- Mrs. Bulthuis shared that the June 9, 2021 meeting will be held hybrid style at 6:00 p.m.
- Mrs. Bulthuis reminded the Board that SEI forms are due April 15, 2021.
- The NCACCT Virtual Leadership Seminar will be held on April 23, 2021 from 9:00 a.m. until 2:15 p.m.

Mr. Price made a motion, seconded by Ms. Hensley, to adjourn the April 14, 2021 Board meeting at 7:05 p.m. The motion carried.

Claudia Bulthuis, Chairman

**Regular Meeting of the Board of Trustees
Montgomery Community College
Roll Call**

Wednesday, April 14, 2021

<u>Board Members</u>	<u>Approval of the Agenda and Minutes</u>	<u>Financial Reports</u>	<u>Write Offs</u>	<u>Program Approvals</u>
Phil Absher	Absent	Absent	Absent	Absent
Tawanda Bennett	Absent	Absent	Absent	Yes
Claudia Bulthuis	Yes	Yes	Yes	Yes
Gelynda Capel	Yes	Yes	Yes	Yes
Dr. Katie Dunlap	Yes	Yes	Yes	Yes
Robert Harris	Yes	Yes	Yes	Yes
Kerry Hensley	Yes	Yes	Yes	Yes
Susan Hershberger	Yes	Yes	Yes	Yes
Dr. Philip Jones	Absent	Absent	Absent	Absent
Gordon Knowles	Yes	Yes	Yes	Yes
Bill Price	Yes	Yes	Yes	Yes

**Montgomery Community College
County Funds - Board Report for April 2021**

	2020-2021 Budget Allotment	Expenditures to Date	Budget Balance	% Budget Expended YTD FY21
Salaries	255,751	209,799	45,952	82%
Benefits	126,047	108,953	17,094	86%
Contracted Services	14,002	14,001	1	100%
Supplies & Materials	48,362	44,407	3,955	92%
Professional Development (Travel)	133	25	108	19%
Utilities	286,916	232,336	54,580	81%
Repairs & Maintenance	29,309	28,739	570	98%
Membership & Dues	720	720	-	100%
Insurance & Bonding	29,354	1,306	28,048	4%
Other Current Expenses	3,806	2,830	976	74%
Non-Capitalized Equipment	-	-	-	-
Total Current Expense	794,400	643,116	151,284	81%

RESTRICTED SALES TAX FUNDS (Held by County)

Life-to-date Revenues as of State's February 2021 Report	795,684
Add: Prior FY Property Tax Allocations from County Report	308,650
Add: FY21 Property Tax Allocation from County Report	67,228
Add: Prior FY Capital Appropriations from County (not sales tax revenue)	175,000
Total Revenue	1,346,562
Less: Prior FY Projects	(796,395)
Less: 2020-21 Projects- (Heat pump Pottery Bldg \$7K, Chiller Pumps Blair \$14K, Widen Road \$26K, Bldg 500 Reno \$71K, Dumpster Pad \$6, HVAC \$7K)	(130,824)
TOTAL LOCAL FUNDS AVAILABLE FOR CAPITAL EXPENDITURES 04/30/2021	\$ 419,343

Montgomery Community College
State Funds - Board Report for April 2021

	2020-2021 Budget Allotment	Expenditures to Date	Budget Balance	% Budget Expended YTD FY21
Salaries- Full Time	4,213,557	3,444,583	768,974	82%
Salaries- Part Time	878,681	655,048	223,633	75%
Salaries- Full Time & Part Time	5,092,238	4,099,631	992,607	81%
Benefits	1,885,626	1,516,867	368,759	80%
Contracted Instruction	134,683	70,672	64,011	52%
Financial/Audit Services	48,992	22,931	26,061	47%
I.T. Contracted Services	30,000	30,000	-	100%
Other Contracted Services	69,666	46,537	23,130	67%
Contracted Services	283,341	170,140	113,201	60%
Supplies & Materials	306,185	219,499	86,686	72%
Professional Development & Travel	35,021	19,095	15,926	55%
1 Communications	175,357	169,660	5,697	97%
Equipment Repair	8,952	8,049	903	90%
Maintenance Agreements	64,263	33,129	31,134	52%
Equipment Repairs & Maintenance Contracts (I.T. Equipment)	73,215	41,177	32,038	56%
Advertising	87,812	83,211	4,601	95%
Credit Card Electronic Processing	11,680	9,889	1,791	85%
Child Care Assistance Grant	23,121	12,353	10,768	53%
WCE GEER Scholarships	72,750	65,466	7,284	90%
Project Skill-Up-Student Assistance	8,894	5,004	3,890	56%
Other Current Expense	28,247	23,548	4,699	83%
Other Current Services	144,692	116,260	28,432	80%
Software License Renewal	94,419	35,447	58,972	38%
Other I.T. Rentals/ Leases	57,625	55,943	1,682	97%
IT Rentals/Leases/Licenses	152,044	91,391	60,653	60%
Insurance and Bonding	7,900	-	7,900	0%

**Montgomery Community College
State Funds - Board Report for April 2021**

	2020-2021 Budget Allotment	Expenditures to Date	Budget Balance	% Budget Expended YTD FY21
Membership & Dues	28,225	14,542	13,683	52%
Minor Equipment	228,538	190,514	38,024	83%
Total Current Expense	8,500,194	6,731,988	1,768,206	79%
Equipment	490,284	279,594	210,690	57%
Perkins Equipment	41,742	19,901	21,841	48%
Healthcare/First Responders Equip	30,680	30,288	392	99%
PPE & COVID 19 Testing Equip	21,961	21,961	0	100%
Rural College Broadband Equip	152,348	152,347	1	100%
Books	31,951	18,109	13,842	57%
Equipment & Books	768,966	522,199	246,767	68%
Total Expenses	9,269,160	7,254,187	2,014,973	78%

1 Includes \$120,088 for complete Rural Broadband project software and supplies.

Montgomery Community College
Institutional Funds- Board Report for April 2021

	2020-21 Revenue	2020-21 Expense	Cash Balance 04/30/21
1 Pell Overpayments	-	-	(7,588)
Veterans Reporting Fee	736	25	1,987
Overhead Receipts 75%	2,507	2,118	15,673
Current General & Miscellaneous	1,031	991	15,479
Administrative Support	1,126	1,174	-
Overhead Receipts 25%	836	-	11,284
Excess Fee Receipts	54	54	-
Textbook Rental	24,720	11,472	32,487
College Work Study	11,689	11,689	-
Total Institutional Support	42,699	27,522	69,321
Forestry Program	100	750	6,456
Specific Fees	62,712	53,738	104,123
Live Projects: Taxidermy	-	-	349
Self Supporting Curriculum	-	54	20,130
Distance Learning	-	-	1,224
NC Live Grant	-	-	409
Technology Fee-Curriculum	16,497	45,712	25,423
Total Curriculum Instruction & Fees	79,309	100,254	158,113
Scrap Metal Fund HVAC	-	-	768
Self Supporting	28,878	22,657	88,131
Community Service	-	-	1,712
Career Readiness	-	-	2,173
Small Business Center	675	-	9,498
Specific Fees: Occupational Extension	24,653	10,343	98,397
Horticulture: Live Project	-	-	878
CE Grants/Scholarships	69,500	12,300	59,726
Fire Training Center Grant	-	-	12,312
Technology Fee: Continuing Education	-	-	2,008
CARES Act-Institutional	269,696	269,696	-
Total Cont Ed/Non-Curriculum Inst & Fees	393,402	314,997	275,602
2 NCWorks Grant Adult Services/Dislocated Worker	124,440	138,186	(13,746)
2 NCWorks Finish Line Grant	3,811	5,459	(1,648)
Total NC Works	128,251	143,644	(15,393)
Operational Funds	2,217	10,741	65,668
Sales Tax Utilization	131,115	130,824	290
Agricultural Expansion	100,000	13,850	86,150
Total Plant Operation & Maintenance	233,332	155,415	152,108
Vending	3,428	1,690	13,284
Bookstore Vending	5,326	-	53,377
General Store	172	(849)	1,327
Parking Fee	3,255	24,608	27,748
Student Government Association	24,497	14,290	45,060
Graduation Fund	3,424	2,581	2,602

**Montgomery Community College
Institutional Funds- Board Report for April 2021**

	2020-21 Revenue	2020-21 Expense	Cash Balance 04/30/21
Student Ambassador	2,806	3,101	28,781
Club Accounts	-	-	72,086
3 Agency Fund	-	-	(16,323)
Funds for Others	-	-	16,099
Restricted Scholarships Held	-	-	-
Total Proprietary/Other	42,907	45,420	244,041
GEER Scholarship	65,466	64,966	500
FSEOG	31,948	31,948	-
4 Pell Grant	863,880	893,551	(30,057)
Education Lottery Scholarship	33,610	33,610	-
Golden LEAF	19,498	19,498	-
NC Community College Grant	44,636	44,636	-
High Demand/Low Enrollment	1,644	1,644	-
5 MCC Foundation Scholarship	122,765	132,715	(7,330)
Wells Fargo Scholarship	500	500	-
Less Than Half-time	840	840	-
SGA President Scholarship	1,500	1,500	-
SECU Scholarships	10,000	10,000	-
CARES Act-Student	-	-	-
Total Student Aid- Grants & Scholarships	1,196,285	1,235,406	(36,887)
6 Capital Projects- Sales Tax Utilization	13,850	21,575	(7,725)
Bond-Bldg 100 Int/HVAC/Roof	308,679	(148,687)	-
7 Bond-Blair Hall & Outside Amphitheater	388,430	392,180	(3,750)
Golden LEAF-FY2020-085	75,000	-	75,000
Total Capital Assets	785,959	265,068	63,525
Total Institutional Funds: First Bank	2,902,145	2,287,727	910,430

STIF Account as of 04/30/21	Interest This Year	Prior Y.E. Balance	Current Balance
Operational Funds	186	44,887	45,073
Self Supporting- Continuing Education	45	10,851	10,896
Technology Fees	331	79,697	80,028
Bookstore	261	62,913	63,174
Total Institutional Funds: State Treasury	824	198,348	199,171

- 1 Pell Overpayment(Due from Students)
- 2 Due from NC Works (WIOA)
- 3 Financial Aid Bookstore Charges
- 4 Due from Dept of Ed
- 5 Due from Foundation
- 6 Due from County
- 7 Due from State

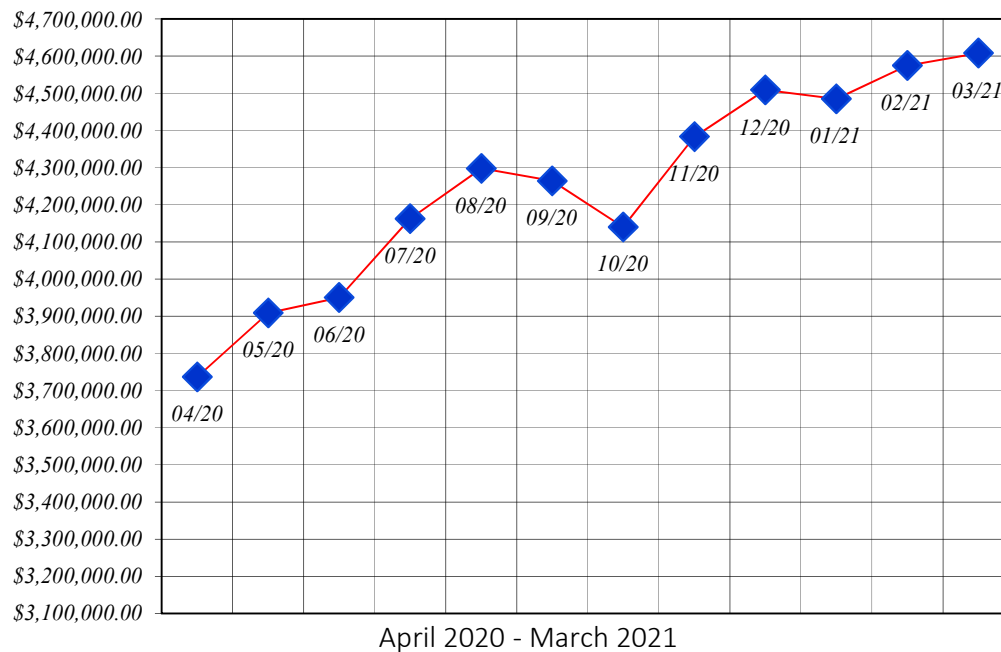
Montgomery Community College Foundation

Funds Statement FY 2020-2021

	Fiscal Year To Date 7/1/2020 thru 6/30/2021			
	Wells Fargo	STIF	First Bank	Total
Beginning Value	\$3,416,364.57	\$470,452.83	\$63,881.14	\$3,950,698.54
Receipts				
Interest/Dividends	\$45,544.19	\$2,062.85	\$13.52	\$47,620.56
Deposits	\$77,225.39	\$101,087.65	\$240,243.54	\$418,556.58
Total Receipts	\$122,769.58	\$103,150.50	\$240,257.06	\$466,177.14
Disbursements				
Fees/Withdrawals	\$120,515.73	\$90,324.12	\$202,382.22	\$413,222.07
Total Disbursements	\$120,515.73	\$90,324.12	\$202,382.22	\$413,222.07
Market Value Net Change	\$604,397.28	\$0.00	\$0.00	\$604,397.28
Ending Value	\$4,023,015.70	\$483,279.21	\$101,755.98	\$4,608,050.89
Net Change	\$606,651.13	\$12,826.38	\$37,874.84	\$657,352.35

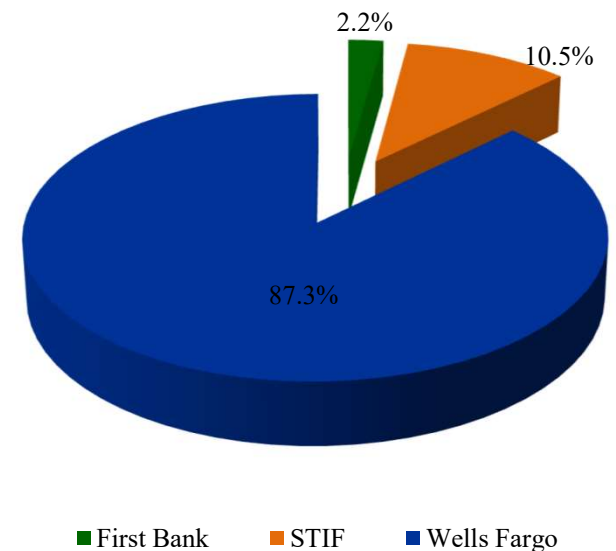
Month of March 2021			
Wells Fargo	STIF	First Bank	Total
\$3,996,411.22	\$490,759.53	\$87,878.96	\$4,575,049.71
\$5,924.54	\$100.24	\$1.52	\$6,026.30
\$2,855.00	\$325.00	\$20,055.50	\$23,235.50
\$8,779.54	\$425.24	\$20,057.02	\$29,261.80
\$46,113.57	\$7,905.56	\$6,180.00	\$60,199.13
\$46,113.57	\$7,905.56	\$6,180.00	\$60,199.13
\$63,938.51	\$0.00	\$0.00	\$63,938.51
\$4,023,015.70	\$483,279.21	\$101,755.98	\$4,608,050.89
\$26,604.48	(\$7,480.32)	\$13,877.02	\$33,001.18

Foundation Funds Value



April 2020 - March 2021

Foundation Funds Distribution



First Bank STIF Wells Fargo

Board Report
Facilities
May, 2021
Prepared By: Wanda Frick

The amphitheater shelter has been completed and the new amphitheater is close to completion. The new Forestry shed has been completed, including lighting. The security fence is scheduled to be installed in the next couple of weeks.



The Gunsmith instructors' offices are undergoing renovations. The interior walls were removed, ceiling grid replaced and lighting upgraded to LED panels. The maintenance crew will paint, remove carpet, and install new carpet tiles. When completed, matching cubicle desks will be installed.



**Montgomery Community College
Construction Update
May, 2021**

- **Blair Hall (100) Renovation, HVAC and Roof Replacement**

1st phase for roof replacement – The roofing project has been completed.

2nd phase (building renovations and HVAC upgrades) Most of the renovations have been completed.

The restrooms are waiting for the tile contractors to replace all tile in restrooms. The tile selections have been made for the restrooms. Renovations are to begin in the next few weeks.

- Budget: (NC Bond) \$3,895,000 (Golden Leaf) \$150,000
- Disbursed to Date: (NC Bond) \$3,519,249 (Golden Leaf) \$150,000

- **Blair Hall & Outdoor Amphitheatre Renovations**

The 2nd round of renovations are progressing. The entry arch has been completed. The new Counseling Center and general use conference room have been completed. The new Auditorium has been completed. The outdoor amphitheater shelter has been completed with the new amphitheater under construction.

- Budget: (NC Bond) \$459,286 (Adv Planning Grant) \$20,676
- Disbursed to Date: \$388,430

- **Building 500 Lot and New Forestry Shed**

The Building 500 lot has been completed. Behind Building 600, the new Forestry shed has been completed. Security fencing is scheduled for installation in the next couple of weeks. \$8,000 has been added to the project from contingency funds to install an emergency access road from the new firing range addition to the current forestry road.

- Budget: (County Agricultural Expansion Fund) \$268,000
- Disbursed to Date: \$0

- **Greenhouse Project**

The greenhouse project has been resent to bidders. The bids will close on May 4, 2021.

- Budget: (Golden Leaf) \$375,000 (County Agricultural Expansion) \$100,000
- Disbursed to Date: (Golden Leaf) \$0 (County Agricultural Expansion) \$12,575

- **Firing Range Expansion**

The firing range expansion consists of adding lanes and berms surrounding it on three sides. Renovation is scheduled to begin soon.

- Budget: (MCC Foundation) \$70,000
- Disbursed to Date: (MCC Foundation) \$0

**Montgomery Community College
Tree Removal at the Front Entrance
May 12, 2021**

Montgomery County Schools requested permission to have the tree line cut back at the Page Street entrance of the Central High School. Doing so, would require cutting trees on the college's property.

On April 22, 2021, Dr. Bledsoe, Dr. Ellis, and selected staff members met and discussed a plan to increase visibility of the high school entrance by removing trees between the college and high school.

With the Board of Trustee's approval, the following actions will be taken.

- Russel Strong will coordinate tree cutting along the line indicated on the plat below. It is expected that there will be no cost associated with the cutting as long as the contractor can take the trees.
- Wanda Frick will obtain a quote from a grading contractor, currently on campus, to remove stumps and grade the entrance.
- Dr. Bledsoe and Dr. Ellis will coordinate with the school system and/or county to pay for work associated with grading the new entrance. There will not be and cost to the college for this project.



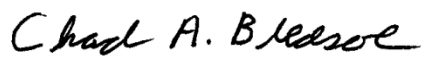
Note: The red line shows the division between the college and school system properties. The blue line shows the new tree line after cutting.

Employee Separation Form

Name of Person	Marsha Mabry
Position	Computer Information Technology Department Chair
Position Category	Faculty
Salary	\$53,030
Effective Date of Employment	August 1, 2008
End Date of Separation	May 31, 2021
Reason	Voluntary

Position Description:

The Department Chair position's primary duties include providing quality learning experiences, facilitates the learning process, advises students, seeks professional development opportunities, contributes to the development of curriculum courses/programs, and interacts with community/industry members.



Chad A. Bledsoe
President

Personnel Appointment

Name of Person	Lindsey Tedder
Present Address	3015 Pekin Rd. Candor, NC 27229
Position	Assistant to the Dean of Continuing Education
Position Category	Staff
Salary	\$30,624
Effective Date of Employment	5/10/21

Position Description:

The Assistant to the Dean of Continuing Education is responsible for the oversight of all program area records within Continuing. This person functions as the office manager making independent decisions regarding operational matters. He/she must work well independently without close supervision and with adherence to established program guidelines and procedures. The Assistant to the Dean works closely with staff in Administrative Services and Student Services to ensure student accounts and transcripts are accurate and ensures that Continuing Education class records meet State Board of Community College Code and NC General Statutes. This position also provides orientation and training for both fulltime and part-time staff and supervision for office personnel as directed by the Dean of Continuing Education.

Education and Certifications

School/Certification	Years Attended	Degree
Montgomery County Early College	2017-2020	H.S. Diploma
Montgomery Community College	2017-2020	Associate in Science
Montgomery Community College	2020-2020	Certificate in Nurse Aide

Work Experience

Employer	Dates of Employment	Position/Title
Starbucks	06/2020- Present	Barista
Montgomery Community College	09/2020 - Present	Subject Tutor

Professional Participation/Honors:

Phi Theta Kappa Honor Society
 Beta Club
 Summa Cum Laude
 Save our World Club

Hiring Committee

Person	Position
Mike Collins	Department Chair Business Administration
Jessica Blanchard	AR Specialist
Riley Beaman	Director of Health & Public Safety
Dr. Andrew Gardner	Dean of Continuing Education
Dr. Michele Aheron	Dean of Student Services

Appointment Recommendation and Approval

A hiring committee of college personnel interviewed Lindsey Tedder, checked his/her background, and found him/her qualified for the position. Upon recommendation from the Hiring Committee, I approve Lindsey Tedder for the Assistant to the Dean of Continuing Education position.

Chad A. Bledsoe

Chad A. Bledsoe
President

Board Report
Instruction and Student Development
May 12, 2021

Instruction

The College is in the celebration part of the year! Congratulations to all of our graduates and award winners! The Home Grown Master's Program currently has five participants preparing to enroll in graduate schools to be eligible to teach courses at the College. In addition, several MCS faculty meet the requirements to teach and plans are underway to allow them to teach College courses during their planning period.

Arts and Science

The math and sciences areas received a tutorial on the College's 3D printer. Several of the faculty have plans to use the printer to help create models in the fall that will help student learn. The Montgomery Community College chapter of PTK welcomes 19 new members to its ranks. Due to COVID restrictions, the chapter will not hold an induction ceremony but will have meeting to welcome the new members.

Health and Human Services

The Human Services and Early Childhood students continue to assist with the Lions Club's KidSight vision van. This is a collaboration between the Pre-K/Kindergarten registration and the Lions Club. The effort winds up May 5.

Career and Technical Education

The 2020-2021 Basic Law Enforcement Training class held the annual graduation ceremony on April 26, 2021. The class graduated 15 members. The class had a surprise for Director Pete Heron. During the program, graduate Taylor Graves announced an endowed scholarship established in Pete Herron's name in recognition of his decades-long service to law enforcement and the students who choose to pursue this career.

Gunsmithing

Student Services and the Gunsmithing faculty attended the annual Southern Side-by-Side show April 23 – 25, 2021. It was an opportunity for the faculty to network and recruit not only new students, but also explore job opportunities for graduates. The Department of Energy was on campus May 1, 2021 to interview students interested in a 4-week internship this summer. Students will be able to earn WBL credit the first 4 weeks of summer term and return to class for the second 4-week term.

Student Services

Admissions Success Story

Jessica Latham has been working with Sydnee Helms since the fall of 2020 to make sure that her admissions file was complete for her application for the dental assisting program for Fall 2021. Sydnee was a student who wanted to know everything that she could do to improve her chances for admissions and was receptive to advice from Student Services staff. All her hard work paid off and she placed in the top 20 applicants, being offered a seat in the 2022 Dental Assisting Program. Upon receiving her acceptance letter this past week, Sydnee had her Senior pictures taken for North Stanly High School. She included an announcement post on social media tagging the college in her post, showing her excitement at being accepted into MCC's Dental Assisting Program.



Financial Aid

Planning is underway between Admissions and the Foundation to offer a FAFSA night specifically for Montgomery Scholars. As a reminder, Montgomery Scholars are any student in the county that come to MCC straight after they graduate high school. These students may receive federal, state, or institutional aid, including the Montgomery Scholars Scholarship.

Career and College Promise

Montgomery County Schools and Montgomery Community College have restarted their Quarterly CCP/CTE meetings. The meetings involved with CCP to hear the latest updates and discuss plans to ensure the best services are provided to students. The meetings were suspended during COVID and resumed with a Zoom meeting on April 28, 2021.

Records and Registration

The College is preparing for the transition from Web Attendance to Self-Service Attendance to report class attendance. Five instructors are piloting Self Service Attendance this spring. During the summer term the college will go live with Self-service.

Continuing Education

Marketing, Community Engagement & Communications

In an effort to reach the community, business and industry, and community partners, Continuing Education staff launched a monthly digital newsletter that briefed internal and external stakeholders and partners on the happenings of the Continuing Education Department. Each newsletter featured a wide range of topics including grant opportunities, advertising for upcoming classes, scholarship opportunities, success stories, local innovations, and motivational quotes. The effort was wildly successful, reaching more than 2,300 individuals with an average open rate of 20% (the number of individuals who open and read the newsletter), an above-average rate for education. The average for educational institutions is 10%. This increased countywide awareness about MCC programs and services by delivering several official and unofficial presentations to Montgomery County's Department of Social Services as well as facilitating, and attending community events.

Student Recruitment & Retention

Directors and Coordinators submitted an all-inclusive report of classes that had enrollment below eight students and those that were canceled due to low enrollment. The same group conducted a gap analysis to mitigate this occurrence from happening in the future. Primary recommendations included regular follow-up with absent students, updating the website, and communicating/marketing class opportunities earlier. Implementation of the recommendations are ongoing and a final report will be available in August, 2021.

Courses / Programming

Enhanced employability skills and job attainment were identified as primary outcomes for this metric. The department successfully integrated employability skills into all Continuing Education healthcare and College and Career readiness programming. Career Center services were made available to all students to best prepare for entry into the workforce. Outreach efforts included virtual meetings with students/classes, CTE career fairs, and mock interviews.

Board Report - Marketing Update – May 2021 Meeting

Foundational Initiatives (new tools and resources needed for success)

The GET CAMPAIGN ramps up with exciting new billboards up on Hwy 73 near Blank Ankle Road:



Staff purchased attractive folders to hold the many new MCC materials underway this year. The new logo, the new tagline and the signature trees look just terrific!

Promotional Activities (events and advertising we purchased)

Summer Enrollment: Industrial/Electrical (4/7)

Summer Enrollment: Business/Criminal Justice (4/14)

Uwharrie Bound Booklet 2021

Carthage Buggy Festival Booklet 2021



Press Releases and Stories (sent to media outlets, posted online)

Career Coach Portal Launch

Sheriff/Correctional Officer Education

Apiary Comes to Campus

Pete Herron Scholarship/BLET Graduation

Press Pickups

Deep Dive: Kelly Morgan (3/31)

MCC Unveils New Salt Kiln for Pottery Program (4/7)

Campus Facilities Upgrades (4/7)

New Apiary on Campus (4/21)



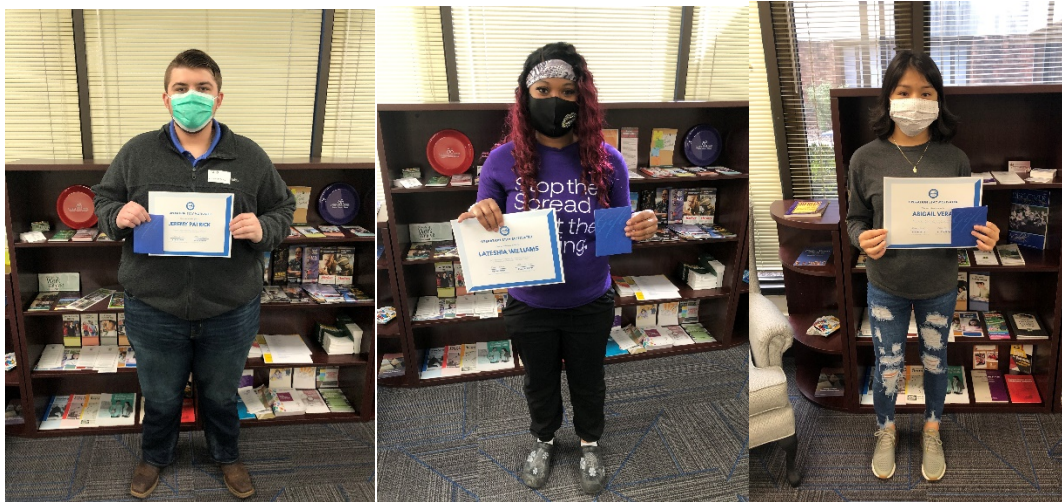
Social Media Statistics (Facebook)

	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr
New Visitor Pageviews	591	496	392	316	240	365	469	434	553
Likes	32	16	17	16	23	26	26	24	51
People Reached with Posts	6,616	2,594	4,816	1,657	1,110	5481	6,597	4,469	4,314
People Engaged With Posts	1,769	823	1,380	424	155	1,011	973	884	912
New Followers	34	18	16	16	22	28	28	23	57

Student Government Association

Operation Stay Motivated is in full effect for Spring 2021! To be entered into the "Operation Stay Motivated" \$50 gift card giveaway, a student must be registered for the Spring 2021 semester, enrolled in at least one 3 credit hour course, and actively participating and passing your classes. These giveaways have been random throughout the semester. The main goal is to show our appreciation to the students who are being successful in their classes, and to hopefully encourage other students to start doing well. So far, we have had three winners!

- Winner 1: Jeremy Patrick (MCC - Medical Assisting, Announced April 2, 2021)
- Winner 2: Lateshia Williams (MCC - Nursing, Announced April 2, 2021)
- Winner 3: Abigail Vera (MCC - CCP, Announced April 23, 2021)



**President's Report
May 12, 2021**

Activities since the April Board Meeting

4/14/21	Board of Trustees Meeting (Virtual)
4/15/21	Employee Meeting (Virtual)
4/15/21	Graduation Meeting (Virtual)
4/16/21	Communities in Schools Meeting (Virtual)
4/16/21	Interview Committee Meeting for Director of IE (Virtual)
4/16/21	Montgomery Fund Grant Meeting (Virtual)
4/20/21	VP Meeting (Virtual)
4/21/21	Interview Committee Meeting for Director of IE (Virtual)
4/21/21	Budget Meeting (Virtual)
4/22/21	Meeting for Property Line Tree Cutting
4/23/21	NCACCT Law/Legislative Meeting (Virtual)
4/26/21	BLET Graduation Ceremony
4/27/21	Cabinet/Crisis Management Team Meeting (Virtual)
4/27/21	Donor Meeting
4/28/21	VA Audit Meeting (Virtual)
4/28/21	Interview Committee Meeting for Director of IE (Virtual)
4/28/21	FirstHealth Board Meeting
4/29/21	Duke Energy Grant Review (Virtual)
4/30/21	MCC and MCS Partnership Meeting (Virtual)
5/4/21	VP Meeting (Virtual)
5/6/21	NC State Professional Development Seminar (Virtual)
5/11/21	Cabinet/Crisis Management Team Meeting (Virtual)
5/11/21	May CTE Advisory Committee Meeting (Virtual)
5/11/21	Nurse Pinning Ceremony
5/12/21	Foundation Board Meeting (Virtual)
5/12/21	Board of Trustees Meeting (Hybrid)
5/12/21	Graduation

Upcoming Activities

5/12/21	Foundation Board Meeting (Virtual)
5/12/21	Board of Trustees Meeting (Hybrid)
5/12/21	Graduation
5/13/21	ERP Executive Committee Meeting (Virtual)
5/18/21	VP Meeting (Virtual)
5/20/21	Rotary Meeting
5/25/21	Cabinet/Crisis Management Team Meeting (Virtual)

Board of Trustees Information

<https://www.montgomery.edu/bot>



Board of Trustees Calendar of Events

2021-2022

May 12, 2021	1:00 p.m.	Foundation Board Meeting (Virtual)
May 12, 2021	5:30 p.m.	Board Meeting
May 12, 2021	7:00 p.m.	Graduation
June 9, 2021	6:00 p.m.	Committee/Board Meeting
July, 2021		No Board Meeting
August 11, 2021	11:30 a.m.	Foundation Board Meeting
August 11, 2021	5:30 p.m.	Committee/Board Meeting
September 8, 2021	5:30 p.m.	Committee/Board Meeting
October 13, 2021	5:30 p.m.	Committee/Board Meeting
November 10, 2021	5:30 p.m.	Foundation Board Meeting
November 10, 2021	5:30 p.m.	Committee/Board Meeting
December, 2021		No Board Meeting
December 3, 2021	5:30 p.m.	Board Christmas Dinner
January 12, 2022	5:30 p.m.	Committee/Board Meeting
February 9, 2022	11:30 a.m.	Foundation Board Meeting
February 9, 2022	5:30 p.m.	Committee/Board Meeting
March 9, 2022	5:30 p.m.	Committee/Board Meeting
April 13, 2022	5:30 p.m.	Committee/Board Meeting
May 11, 2022	11:30 a.m.	Foundation Board Meeting
May 11, 2022	5:30 p.m.	Board Meeting
May 11, 2022	7:00 p.m.	Graduation