

MINUTES: July 17, 2025

MEETING: **SPECIAL MEETING PRESIDENTIAL SEARCH**  
NORTH FLORIDA COLLEGE  
MADISON, FLORIDA

COMMITTEE MEMBERS PRESENT: Mr. Ricky Lyons  
Mrs. Sandra Haas  
Mr. David Howell  
Mr. Billy Washington  
Ms. Cassie Clay  
Mrs. Kim Scarboro  
Mr. Jay Welch  
Mrs. Janegale Boyd

STAFF PRESENT: Larry Akers  
Rachel Collazo, Recording Secretary  
Tyler Coody  
Heather Smith  
  
Mr. Rob Sniffen, Board Attorney

The meeting was called to order at 9:04am by Chair Lyons, who asked Mr. Washington to open the meeting with prayer and lead the Pledge of Allegiance. Chair Lyons thanked everyone for their attendance.

Chair Lyon's introduced Director Tyler Coody, who updated the Committee on the application deadlines and the current status of the search process, including the redaction of information on the applications. He reminded the Committee of the key components and requirements of the position as set by the Board.

Attorney Rob Sniffen reminded the Committee of the public records laws, particularly regarding the confidentiality of the applicants at this stage of the search. He also noted that the public records laws may apply to any notes taken by Committee members during the process.

1. Discussion and review took place regarding the elimination of applicants with incomplete application packets.

2. The Committee discussed and reviewed applicants holding a doctorate degree.

\* Mr. Billy Washington recused himself from making a recommendation on applicant "R" due to a possible conflict of interest. Although names were redacted, based on the content of a letter of recommendation, he believed he might know the applicant. Attorney Sniffen supported Mr. Washington's decision to recuse himself.

3. The Committee reviewed and categorized the remaining applications into three groups.

A break for lunch was taken at 11:45.

The meeting resumed at 12:23.

4. The Committee reviewed applicants from each group and determined which candidates would move forward to the interview stage.

**MOTION:** (Washington/Haas) That the Committee forward the six selected applicants D, E, G, P, S and U- to the Board of Trustees for interviews.

**In Favor (7):**

Mr. Ricky Lyons, Mrs. Sandra Haas, Mr. Billy Washington, Ms. Cassie Clay, Mrs. Kim Scarboro, Mr. Jay Welch, Mrs. Janegale Boyd.

**Opposed (1):**

Mr. David Howell

The motion carried.

Director Tyler Coody will provide the Board of Trustees with the unranked list of finalists and contact them to schedule interviews.

The meeting was adjourned at 1:18pm.

Respectfully submitted,

Dr. John Grosskopf  
President

Ricky Lyons  
Chair

rc