

MINUTES: August 16, 2016

MEETING: NORTH FLORIDA COMMUNITY COLLEGE
MADISON, FLORIDA

TRUSTEES PRESENT: Mr. Mike Williams, Chair
Mr. John Grosskopf, President
Mrs. Sharon Benoit
Mr. Travis Coker
Mrs. Sandra Haas
Mr. David Howell
Mr. Ricky Lyons
Mr. Billy Washington
Mr. Al Williams

ABSENT: Mr. Gary Wright

STAFF PRESENT: Mr. Andy Barnes
Mr. David Dunkle
Ms. Cindy Gaylard, Recording Secretary
Mr. Dale Hackle
Ms. Kay Hogan
Mr. Bill Hunter
Dr. Cheryl James
Mr. Skip James
Ms. Kim Scarboro
Mr. Nick Skipper, Audio Visual Technician
Ms. Susan Taylor

Mr. Bruce Leinback, Board Attorney

VISITORS: Brian & Christie Annett, Business Owners
Pam Davis, Executive Director of Kids Incorporated
Linda Jones of Kids Incorporated

Chairman Williams announced that the Special Meeting was adjourned, and he called to order the regular meeting of the District Board of Trustees.

MOTION: (Mr. Washington/Mrs. Haas) That the District Board of Trustees approves to adopt the agenda as amended with minor adjustments to the order of items on the agenda. The motion carried unanimously.

MOTION: (Mr. Lyons/Mr. Washington) That the District Board of Trustees approves the minutes of the June 21, 2016 regular Board meeting. The motion carried unanimously.

PUBLIC INPUT

- Business owner Brian Annett distributed copies of information to the Board and gave a brief introduction of himself and his wife, Christie, both of whom are NFCC alumni. He presented an overview of a proposal for Madison Diamond Sports, LLC, operating as Clutch Baseball and Clutch Softball, to lease the NFCC Ball Field areas and facilities to give local area 9th-12th graders a facility to perfect their talent/skills in baseball and softball while receiving positive adult leadership to continue their education and pursue their dream of playing college athletics. He said that once leased, Madison Diamond Sports, LLC would provide NFCC with appropriate insurance protection and would completely restore playing surfaces, facilities, and fan viewing areas of the property. He proposed a 4-year negotiable term, and if any time after year 2, the College decided to restore baseball and softball athletic teams, Madison Diamond Sports would walk away from the lease at that time, or manage the facility as the College deemed appropriate after restoration of the teams. If, after 4 years, the College does not restart athletics, Madison Diamond Sports would negotiate with the College to continue maintaining the facility and utilizing the facility for the same purpose as in the initial 4 years. Or, after the 4 years, the College could choose to walk away from the lease.
- Pam Davis, Executive Director of Kids Incorporated, introduced herself and gave a slide presentation regarding the history and work of Kids Incorporated. She discussed the following:
 - Kids Incorporated founded in 1972 to provide affordable, quality child care to low-income working families
 - Has been providing early education and child care services in Madison County since late 1970s
 - Received federal grant in 1998 to provide Early Head Start services in Madison and Jefferson Counties
 - Received expansion grants (\$571,553) for renovations
 - Grand Opening of Bright Days Early Learning Center on February 4, 2003 after total remodel (wing of former Madison Primary School)
 - Serves 48 EHS children and their families
 - Accredited
 - Community Partners
 - Health & Disability Services
 - 2015-2016 Child Outcomes
 - Family Engagement

Chairman Williams turned this portion of the meeting over to President Grosskopf, who opened the floor for nominations for Chair of the District Board of Trustees of North Florida Community College.

Mr. Lyons nominated Mr. Mike Williams for Chair, with a second by Mr. Al Williams.

MOTION: (Mrs. Haas/Mr. Coker) That the District Board of Trustees approves to close nominations for Chair of the District Board of Trustees of North Florida Community College. The motion carried unanimously.

President Grosskopf opened the floor for nominations for Vice Chair of the District Board of Trustees of North Florida Community College.

Mr. Al Williams nominated Mr. Ricky Lyons for Vice Chair, with a second by Mrs. Benoit.

MOTION: (Mrs. Haas/Mr. Washington) That the District Board of Trustees approves to close nominations for Vice Chair of the District Board of Trustees of North Florida Community College. The motion carried unanimously.

President Grosskopf turned the meeting back over to Chairman Williams.

MOTION: (Mr. Coker/Mr. Al Williams) That the District Board of Trustees approves that the regular monthly Board meetings continue to be held on the third Tuesday of each month, at 5:30 p.m., in the North Florida Community College Board Room as the primary location, but at the discretion of the Board, the meetings may occasionally be moved to other counties in the district. The motion carried unanimously.

MOTION: (Mrs. Haas/Mr. Coker) That the District Board of Trustees approves the agreements between North Florida Community College and each of the following as presented at the meeting:

- Acadia Healthcare, LLC d/b/a Greenleaf Center
- Advent Christian Village
- Doctors' Memorial Hospital
- Lake Park of Madison
- Madison County School Board
- Premier Medical Clinic
- Senior Citizens Council of Madison, Inc.
- Southern Living for Seniors

Mr. Dunkle advised that this will ensure that the Allied Health Department of North Florida Community College has adequate clinical locations to provide the required clinical experience to students. After an overview by Mr. Dunkle, the motion carried unanimously.

Mr. Dunkle reported that EMS hosted a national accreditation team (Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions) for the College's Paramedic Program and received very positive comments, and although we have not yet received official notification, we anticipate the program's accreditation. In conjunction with the national accreditation, the State EMS Director visited to inspect the programs and was also very pleased with the program.

MOTION: (Mr. Washington/Mr. Howell) That the District Board of Trustees approves the production contract for Disney's Shrek the Musical, Jr. with a minor change noted to include funding for additional materials. Ms. Hogan advised that this will allow North Florida Community College's Sentinel Upstage Players to have two performances of Disney's Beauty

and the Beast Junior on January 28, 2017. After an overview by Ms. Hogan, the motion carried unanimously.

MOTION: (Mr. Al Williams/Mr. Lyons) That the District Board of Trustees approves the data exchange Memorandum of Understanding with the State of Florida Department of Highway Safety and Motor Vehicles. Ms. Hogan advised that this will allow the NFCC admission officers to have access to the Department's Driver and Vehicle Information Database (DAVID) to verify driver license information to help determine residency for tuition purposes. After an overview by Ms. Hogan, the motion carried unanimously.

MOTION: (Mrs. Haas/Mr. Lyons) That the District Board of Trustees approves the Proctored Testing Center Agreement and Addendum with Gainesville Independent Testing Service (GITS). Ms. Hogan advised that this will allow the NFCC Testing Center to be a proctored test site for GITS, who offers exams for the building and construction trades. After an overview by Ms. Hogan, the motion carried unanimously.

MOTION: (Mr. Lyons/Mr. Washington) That the District Board of Trustees approves the contract with Resolutions Health Alliance (RHA) to offer the Student Counseling Services. Mr. Hunter advised that this will provide Crisis Intervention and short-term counseling services for students, as well as emergency counseling if needed, for recommended employees. After an overview by Mr. Hunter, the motion carried unanimously.

MOTION: (Mr. Howell/Mrs. Benoit) That the District Board of Trustees approves the warrant lists for June and July 2016 as presented. The motion carried unanimously.

The Revenue and Expenditure Reports for June and July 2016 were presented as items of information, as well as the Statements of Account for June and July 2016.

The Statements of Account for June and July 2016 were presented as items of information.

MOTION: (Mrs. Haas/Mr. Washington) That the District Board of Trustees approves the Agreement for Electronic Payments (Automated Clearing House) with Madison County Community Bank. Mr. Barnes advised that this will create compliance with auditor general requirements and will assist Madison County Community Bank with FDIC compliance.

The Promotion and Public Relations Expenditure was presented as an item of information, and Mr. Barnes gave an overview.

Dr. James presented the report of Development and External Affairs and discussed the following:

- We received 144 scholarship applications for this Fall Term (compared to 80 last Fall Term) and were able to fund 92 scholarships. The reason most of those not funded were denied was because they were already fully funded through PELL.
- We received a \$50,000.00 donation from Sabal Trails Transmission.
- She distributed copies of the NFCC Magazine, CONNECTIONS.

MOTION: (Mrs. Haas/Mr. Al Williams) That the District Board of Trustees approves the following contracts to benefit the 2016-2017 NFCC Artist Series season with the changes by Attorney Leinback as presented at the meeting:

- A. BITS N PIECES PUPPET THEATRE – Alice in Wonderland
November 8 & 9, 2016 – Van H. Priest Auditorium
Educational Outreach Recommended for K-3rd Grade
Performance fee: \$4,700.00

- B. TOMASEEN FOLEY’S IRISH CHRISTMAS
General Arts Touring, Inc.
December 9, 2016 – NFCC Artist Series Performance – Van H. Priest Auditorium
Performance fee: \$6,750.00

- C. CHAMBER ORCHESTRA KREMLIN
February 3, 2017 – NFCC Artist Series Performance – Van H. Priest Auditorium
Performance Fee: \$5,000.00

- D. THE PEKING ACROBATS
February 23, 2017 – NFCC Artist Series Performance – Van H. Priest Auditorium
Performance Fee: \$8,000.00

After an overview by Ms. Scarboro, the motion carried unanimously.

PRESIDENT’S HIGHLIGHTS

President Grosskopf reported the following:

- We are in the process of finishing our consideration of candidates for the contract lobbying position and will have a strong recommendation to the Foundation Board in the near future.
- He will attend the Council of Presidents Steering Committee meeting this Thursday, August 18, at Seminole State College – Heathrow Campus.

Ms. Taylor addressed the Board, summarizing the Office of Institutional Effectiveness, Research and Accreditation newsletter. She reported that not only was North Florida Community College named a “2016 Great College to Work For” by *The Chronicle of Higher Education*, but was recognized for achievement in nine categories and named to “Great Colleges to Work For” Honor Roll.

GOOD OF THE ORDER

- Mrs. Benoit inquired about the Kids Incorporated presentation and asked if the College owns that property. Chairman Williams replied that the College does own the property, and the contract expires in March 2017. He said the College is looking at the possibility of doing something different with that property, and this was an educational opportunity for Kids Incorporated to share what they do. President Grosskopf advised that several months ago the

Board authorized him to begin exploring putting that property up for sale at the termination of the current lease, and he and Attorney Leinback discussed it and gave Kids Incorporated a written notice regarding what the Board had decided to do. Kids Incorporated invited specific Board members to tour the facility, but we did not receive a request for any type of action.

- Mr. Washington inquired as to whether or not the Master Plan for the College needs to be updated, and President Grosskopf replied that it will be looked at and updated as needed.
- Mr. Washington commented that electronic circulation of Board packets was brought up at the Summer Workshop, and he asked if the Board can take action on that at this meeting. Chairman Williams replied that if he would like to make a motion, he may do so.

MOTION: (Mr. Washington/Mrs. Haas) That the District Board of Trustees approves for the College to provide ipads on which the Trustees will receive their Board packets electronically. President Grosskopf mentioned the possibility of the motion being amended so that the Board directs President Grosskopf to work with the attorney to construct a policy on electronic distribution of Board packets and how to preserve that in case of public records requests, and then look into the cost of providing ipads and bring all of the information to the Board for consideration at the next meeting, and if approved by the Board, the technology will be issued the following month, and someone will be there to present training on how to use it.

MOTION: (Mr. Washington/Mrs. Haas) That the District Board of Trustees approves to amend the previous motion to direct President Grosskopf to work with the attorney to provide a policy regarding electronic distribution of Board packets and the technology required for Board members to be able to access them. After discussion, the motion carried unanimously.

- Mr. Washington inquired about the Back-to-School meeting, and President Grosskopf announced that the meeting will be held on Tuesday, August 23, beginning at 9:00 a.m. in the Fine Arts Auditorium with lunch being served at approximately 11:30 a.m. in the Student Center. He extended an invitation to the Trustees to attend.

Chairman Williams announced that the next regularly scheduled meeting of the District Board of Trustees will be held on September 20, 2016, at 5:30 p.m. in the North Florida Community College Board Room.

The meeting adjourned at 7:00 p.m.

Respectfully submitted,

John Grosskopf
President

Michael R. Williams
Chair

/cmg