

MINUTES: September 20, 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. Billy Washington
Mr. Al Williams
Mr. Gary Wright

ABSENT: Mr. Ricky Lyons

STAFF PRESENT: Mr. Andy Barnes
Ms. Cindy Gaylard, Recording Secretary
Ms. Kay Hogan
Mr. Bill Hunter
Dr. Cheryl James
Mr. Skip James
Ms. Tisha Phillips, Audio Visual Technician
Ms. Susan Taylor

Mr. Bruce Leinback, Board Attorney

VISITORS: Dr. Jessica Webb, Realtor
Mr. Greg Taylor, Contractor

MOTION: (Mr. Washington/Mr. Coker) That the District Board of Trustees approves the Mediation Agreement between North Florida Community College and the City of Madison as presented and discussed in the Executive Session. The motion carried unanimously.

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. Al Williams/Mr. Washington) That the District Board of Trustees approves to adopt the agenda as presented. The motion carried unanimously.

MOTION: (Mrs. Haas/Mr. Coker) That the District Board of Trustees approves the minutes as presented of each of the following Board meetings: August 3, 2016 Summer Workshop; August 16, 2016 Special Meeting; and August 16, 2016 regular Board meeting. The motion carried unanimously.

President Grosskopf presented copies of a letter from Chef Art Smith/The Reunion Center, Inc. requesting the Board's consideration for an extension of the mortgage on the Mansion. Chairman Williams presented some background information regarding the sale of the Mansion last year and advised that at that time the Board entered into an agreement whereby the College would hold the mortgage on the property and Mr. Smith would make interest payments during that time. He said the balloon note is due this month, and Mr. Smith is requesting that the Board considers allowing him to continue making monthly payments of \$2,150.00 at the current interest rate of 6% with the final balloon amount due no later than September 11, 2017.

Some of the Trustees expressed concern about a 12-month extension. During discussion, Trustees mentioned that an inspection of repairs at the Mansion should be done, and President Grosskopf advised that he will have the NFCC Maintenance Supervisor do an inspection/inventory and take photographs. Dr. Jessica Webb addressed the Board and introduced Mr. Greg Taylor, a contractor that she said has done a lot of work on the Mansion. Mr. Taylor addressed the Board and advised that Mr. Smith has spent well over \$100,000.00 with him for repairs and improvements to the Mansion while still maintaining the historical period of the Mansion, and he presented an overview of the work that has been done.

MOTION: (Mr. Wright/Mrs. Haas) That the District Board of Trustees approves to extend the note and the mortgage of Chef Art Smith/The Reunion Center, Inc. for six months under the same terms previously agreed upon for monthly payments of \$2,150.00 at the current interest rate of 6%.

After discussion, Attorney Leinback advised that he will ask Real Estate Attorney Scott Copeland to go ahead and extend the note and the mortgage for six months "at Mr. Smith's expense."

Mr. Wright amended the previous motion as follows:

MOTION: (Mr. Wright/Mrs. Haas) That the District Board of Trustees approves to have the note and the mortgage of Chef Art Smith/The Reunion Center, Inc. extended for six months "at Mr. Smith's expense" under the same terms previously agreed upon for monthly payments of \$2,150.00 at the current interest rate of 6%; and verification of insurance on the Mansion. After discussion, the motion carried unanimously.

In Mr. Dunkle's absence, Ms. Adleburg reported the following:

- Mr. Dunkle is in Orlando at the North Florida Rural Economic Development Summit after which he will be attending an Engineering Forum in Daytona.
- She reminded the Board members that President Grosskopf, Dr. Julie Townsend, and Tammy Stevens of Madison County Memorial Hospital will be in Tampa to present our Bachelor of Science in Nursing (BSN) proposal to the State Board of Education on Friday, September 23.
- Mr. Jay Welch will be conducting his annual Constitution Day celebration on Wednesday, September 21, at 11:00 a.m. in the Student Center Lakeside Room, and Trustees were invited to attend.
- Trustees were invited to attend Manufacturing Day on October 13, 10:00 a.m. until 2:00 p.m.

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

- Madison Creative Arts Academy
- Live Oak HMA, LLC d/b/a Shands Live Oak Regional Medical Center
- Madison/Jefferson County Health Departments Renewal #1

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

Ms. Hogan called attention to the espresso cup with candy that Ms. Denise Bell placed on the tables for each Trustee and explained that this is a commemorative item that is being given out as a part of Club Expo in conjunction with Constitution Day.

MOTION: (Mr. Washington/Mrs. Haas) That the District Board of Trustees approves the following personnel recommendations:

- Hiring of Christopher Neal as Academic Case Manager for Student Support Services (Grant Funded Position)
- Hiring of Johnathan Cooks as Media and Public Relations Manager (Professional Staff)
- Resignation of Francis Agama, Chemistry Instructor
- Resignation of Susan Hatcher, EMS Instructor

After an overview by Mr. Hunter, the motion carried unanimously.

MOTION: (Mr. Coker/Mr. Howell) That the District Board of Trustees approves the warrant list for August 2016 as presented. The motion carried unanimously.

The Revenue and Expenditure Report for August 2016 was presented as an item of information, as was the Statement of Account for August 2016.

MOTION: (Mr. Coker/Mr. Al Williams) That the District Board of Trustees approves the Capital Improvement Plan for 2017-2018 along with the Legislative Budget Request for 2017-2018. Mr. Barnes advised that this includes a request to renovate, remodel, and add onto Building 13 for a total cost of approximately \$10,000,000, which will help to establish the vocational labs necessary to create an AS Degree in Engineering program, as well as other advanced manufacturing training for manufacturers in our area. In addition to the request for Building 13 are renovation requests for Buildings 7, 8, and 10 for a total cost of approximately \$3.8 million. After an overview by Mr. Barnes, the motion carried unanimously.

MOTION: (Mrs. Haas/Mr. Coker) That the District Board of Trustees approves a budget transfer of \$700,000.00 from Fund 1 to Fund 7 for future deferred maintenance and other physical plant needs. Mr. Barnes advised that this will help to ensure that resources are available for major repairs or unexpected projects. After an overview by Mr. Barnes, the motion carried unanimously.

The Annual Financial Report for 2015-2016 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 a \$16,086.00 donation from the Community College Foundation and have invited the CCF Director and the Florida College System Chancellor to join us for a presentation at next month's Board of Trustees meeting.
- Fall Scholarship Application Comparisons
 - Fall 2016 – 143 applications; Fall 2015 – 126 applications
 - Fall 2016 – awarded 85 scholarships; Fall 2015 – awarded 89 scholarships
 - Fall 2016 – total awarded as of today from NFCC Foundation - \$60,000.00; total awarded for Fall 2015 - \$57,000.00
- October 6, 2016 – 6:00 p.m. – Flag Dedication Ceremony – Public Safety Academy – Honoring those in uniform who have served or are currently serving our country

PRESIDENT'S HIGHLIGHTS

- President Grosskopf reported that he and others will be in Tampa on Friday, September 23, to present NFCC's BSN proposal to the State Board of Education.
- President Grosskopf reported that in discussing a policy for electronic Board material distribution, he and Attorney Leinback are in need of clarification from the Board regarding the extent to which the Trustees want to be able to interact with the electronic documents. He advised that if iPads are issued to the Trustees and Board materials are delivered electronically as "read only," the policy will be very simple. If, however, the Trustees want to be able to interact with the document, i.e. make notes, etc., the policy will require some much more extensive safeguards because of Sunshine requirements.

After discussion, the Trustees agreed to have the Board materials delivered electronically as "read only" documents.

Chairman Williams announced that the next regularly scheduled meeting of the District Board of Trustees will be held on October 18, 2016, at 5:30 p.m. in the North Florida Community College Board Room.

The meeting adjourned at 6:50 p.m.

Respectfully submitted,

John Grosskopf
President

Michael R. Williams
Chair

/cmg