

MINUTES: November 15, 2016

MEETING: NORTH FLORIDA COMMUNITY COLLEGE
MADISON, FLORIDA

TRUSTEES PRESENT: Mr. Mike Williams, Chair
Mr. John Grosskopf, President
Mr. Travis Coker
Mrs. Sandra Haas
Mr. Ricky Lyons
Mr. Billy Washington
Mr. Gary Wright

ABSENT: Mrs. Sharon Benoit
Mr. David Howell
Mr. Al Williams

STAFF PRESENT: Ms. Cissy Adleburg
Mr. Andy Barnes
Mr. David Dunkle
Ms. Cindy Gaylard, Recording Secretary
Ms. Kay Hogan
Mr. Scott Hubert, Audio Visual Technician
Mr. Bill Hunter
Dr. Cheryl James
Mr. Skip James

Mr. Bruce Leinback, Board Attorney

VISITORS: Ms. Pam Davis, Kids Incorporated

The Board meeting was called to order by Chairman Williams, who led the group in the pledge of allegiance to the flag following the opening prayer by Mr. Washington.

MOTION: (Mr. Lyons/Mr. Washington) That the District Board of Trustees approves to adopt the agenda as presented. The motion carried unanimously.

MOTION: (Mrs. Haas/Mr. Wright) That the District Board of Trustees approves the minutes as presented of each of the following Board meetings: October 18, 2016 Special Meeting; and October 18, 2016 regular Board meeting. The motion carried unanimously.

Ms. Pam Davis of Kids Incorporated addressed the Board regarding the lease between North Florida Community College and Kids Incorporated. She advised that Kids Incorporated is requesting an addendum (Addendum #2) to the current lease to allow an extension from February 15, 2017 – June 30, 2017. She said this would extend the lease to allow them time to work out details for acquiring the building, as they are in the process of trying to work out that acquisition and get

approval from their federal cognizant agency, HHS in Atlanta. She requested an extension of the current lease through June 30, 2017.

Additionally, Ms. Davis requested that the Board delegate someone from the College to work with Kids Incorporated between now and the end of the addendum as they work through the process of attempting to finalize the acquisition. She said they have already notified HHS in Atlanta, and there is a very voluminous process that they have to go through, and then they have the issue of the federal interest on that property, which will be the most delicate step they have to walk through. Attorney Leinback advised that there is no legal impediment to going ahead and amending the lease to provide for the expiration of June 30, 2017. He added that there is some language that he would need to revise if the Board voted to do that.

MOTION: (Mr. Washington/Mr. Lyons) That the District Board of Trustees approves Addendum #2 to the current lease with Kids Incorporated extending the current lease from February 15, 2017 to June 30, 2017 with revisions by Attorney Leinback. After discussion, the motion carried unanimously. Chairman Williams advised that President Grosskopf or his designee will be assigned to work with Kids Incorporated during the process through the end of the addendum.

For information, Ms. Adleburg distributed to the Board copies of the Resolution for Susan Taylor and advised that she will personally deliver the document to Ms. Taylor.

MOTION: (Mrs. Haas/Mr. Washington) That the District Board of Trustees approves the agreement for student field experience between North Florida Community College and Precision Turning Corporation. Mr. Dunkle advised that this will provide internship experiences for students in the Automation and Production Technology program. After an overview by Mr. Dunkle, the motion carried unanimously.

Ms. Hogan invited Trustees to participate in Graduation on Tuesday, December 13, at 5:00 p.m. and asked that they advise of their attendance plans as soon as possible. She announced that Florida College System Chancellor Madeline Pumariega will be the keynote speaker.

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

- Change/Promotion of Karen Surles from Senior Staff Assistant/Financial Aid (Career Staff) to Coordinator of Financial Aid (Professional Staff)
- Change Takiyah Mitchell from Coordinator, Health Information Technology program (Professional) to Medical Coder/Biller Instructor (Faculty – 10-Month)
- Resignation of Susan Taylor, Coordinator of Institutional Effectiveness, Research and Accreditation
- Resignation of Dr. Michael Stine, Biology Instructor

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

MOTION: (Mrs. Haas/Mr. Washington) That the District Board of Trustees approves the warrant list for October 2016 as presented. The motion carried unanimously.

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

MOTION: (Mr. Lyons/Mr. Washington) That the District Board of Trustees approves the Fire Safety, Sanitation and Casualty Inspection Report for the 2016-2017 year as presented. Mr. Barnes advised that this inspection is performed as a service through the Florida Community College Risk Management Consortium and includes its date for the deficiency correction. He reported that the Maintenance Department is currently correcting all deficiencies noted. After an overview by Mr. Barnes, the motion carried unanimously.

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

- Foundation Board meeting will be held on Friday, November 18.
- Foundation currently accepting scholarship applications for upcoming Spring Term through December 1, 2016.
- NFCC College Advancement Awards in the AFC Communication and Marketing Commission 2016 Awards of Excellence competition:
 - 1st Place – College Magazine (*Connections*)
 - 1st Place – Poster (Sentinel Fest)
 - 2nd Place – Electronic Newsletter (NFCCNews)
 - 2nd Place – Social Media Campaign (Super Saturday)
 - November 17, 2016 – Artist Series presents “American Spiritual” (Shiloh Missionary Baptist Church Choir guest performance)

PRESIDENT’S HIGHLIGHTS

- President Grosskopf reported that he and Mr. Barnes had a very positive meeting with Senator Montford and discussed some of our capital needs including the remodel of our Technical Center to allow for more industrial arts space.
- He will be meeting with FAMU representatives at their request on November 22 to discuss the possibility of recreating FAMU’s presence on our campus.
- He reiterated that Chancellor Pumariega will be the keynote speaker at Graduation.

ATTORNEY TIME

Attorney Leinback reported that the City of Madison would be meeting this evening to discuss the final offer by the NFCC Board. He said if the City accepts the offer, we will move forward with an agreement, and if the City does not accept the offer, then we will trigger the dispute resolution. He said he will notify the Board of the City’s decision.

GOOD OF THE ORDER

- Mr. Lyons commented that his two children are the Agriculture instructors at Lafayette High School, and he was happy to report that Lafayette High School won the 9th Grade Parliamentary Procedure State Contest in June after winning the State Dairy Cattle Evaluation Contest in the spring. He said they went on to compete in the recent national contest, and the 9th Grade Parliamentary Procedure Team finished 6th out of 28 states that competed, and the Dairy Judging Team placed 2nd out of over 40 states. He said this is the first time that Florida has ever placed that high in Dairy Judging and that one of Lafayette's students was also the high individual in the whole contest. He added that Lafayette Middle School won the State Forestry Contest at last week's Forestry Festival in Perry.

Chairman Williams advised that the Board does not generally meet in December unless the need arises for a special meeting at which time every effort will be made to have it coincide with the date of Graduation. He encouraged Trustees to attend Graduation on December 13. He announced that the next regularly scheduled meeting of the District Board of Trustees will be held on January 17, 2017, at 5:30 p.m. in the North Florida Community College Board Room.

The meeting adjourned at 5:55 p.m.

Respectfully submitted,

John Grosskopf
President

Michael R. Williams
Chair

/cmg