

| Members Present | Other Interested Parties Present |
|---------------------------------|---|
| Nancy Burleson, Chair | Dr. John Boyd, President |
| Keith Holtsclaw | Rita Earley, Vice President Instruction & CAO |
| Steve Pitman | Amanda Buchanan, VP Administration |
| Van Phillips | Margaret Earley-Thiele, Dean of Advancement |
| Jennie Harpold | Brooke Burleson, Secretary to Board of Trustees |
| Members Present via Zoom | Nicholas Varner, SGA Rep |
| Gwen Harris | |

Call to Order

Chair Burleson called the Mayland Community College Board of Trustees to order at 12:08pm.

Pledge of Allegiance

The Board recited the Pledge of Allegiance.

Invocation

Trustee Burleson offered the invocation.

Ethics Reminder

Chair Burleson provided the ethics reminder. No conflicts of interest were noted.

Introduction of SGA Representative- Nicholas Varner

Approval of Agenda

Trustee Phillips made a motion to approve the agenda. Trustee Holtsclaw seconded the motion. All approved, motion carried.

Approval of Minutes

Trustee Pitman made a motion to approve the October 24, 2022 minutes with a second from Trustee Phillips. All approved; motion carried.

Celebrating Success

- a. Avery County Chamber of Commerce- Non-Profit of the Year Award
- b. Other-

Chairman's Report

- a. December 19-31, 2022- College Cleaning & Holiday Break, College Closed
- b. January 2, 2023- New Year's Holiday, College Closed
- c. January 30, 2023 MCC Board of Trustees Meeting
- d. Other- December 15, 2022 MCC College lunch- Board of Trustees Invited

Committee Reports

- a. Personnel Committee-
 - i. Reorganization- Dr. Boyd presented the Personnel Committee report. Next year will require some reorganization. No specifics have been confirmed at this time.
 - ii. Other
- b. Finance and Building & Grounds Committee- Dr. Boyd presented the Finance/Building & Grounds Committee report.
 - i. Construction Update
Hotel- The hotel is expected to be fully operational with landscaping by spring.
 - ii. Budget Update- Dr. Boyd discussed the budget update. All areas of enrollment are up for the year. Enrollment increases are necessary for budgeting purposes. There are several retirements scheduled for this month that include payouts. HERFS funds expire at the end of this year. Stabilization funds expire 2024. These funds are used for operational expenses only.
 - iii. Financial Report- The monthly financials were included in the packet for review.
 - iv. Other
- c. Academic Committee- Mrs. Rita Earley presented the Academic Committee report.
 - i. Enrollment- Enrollment is increased for the year. Rita presented the comparison FTEs from last fall to this fall. As of today, MCC is expected to have an increase of 13 FTE for this spring as compared to last spring.
 - ii. New Programs- MCC is scheduled to begin the Paramedic to ADN program this summer. This program is scheduled to add 20 FTE. MCC is also working on starting a Culinary program this fall. Grants are being sought to help fund this program.
 - iii. Other-

President's Report

Dr. Boyd presented the President's Report.

- a. Planetarium Update- Mrs. Margaret Earley-Thiele discussed the Planetarium update. An update on new shows that are being offered through the holidays was given. The new laser system is being installed and will be ready for the holidays. There will be laser shows set to music offered. Light shows have been offered the past couple weekends that have been sold out. Upcoming light shows are already selling out as well. The Observatory is still open. Any shows that are canceled due to weather are moved to the Planetarium. Demo videos of the laser and light show were viewed by the Board.

- b. Other- The hotel has marketed a holiday discount for stays in December. Another discount will be given that will be marketed to ski traffic that will run end of December through January.
Demo Package at Three Peaks- A bid for the demo of the coliseum at Three Peaks was received. This project is expected to start in January.
The Smithmoore Castel has been sending guests to the hotel for overflow accommodations.
MCC Main Campus Entrance- Bids are out for this project.
Main Campus Landscaping- Site Works is working on a landscaping project at the MCC Main Campus.

Consent Agenda

- a. Academic Calendar 2024-2025
Trustee Holtsclaw made a motion to approve the Consent Agenda with a second from Trustee Phillips. All approved; motion carried.

New Business

- a. Other- The Foundation gave out over \$120K in scholarships this year.
The college will undergo a deep cleaning next week.

Adjourn

Trustee Phillips made a motion to adjourn at 1:06pm Trustee Holtsclaw seconded the motion. All approved.

Respectfully submitted by Brooke Burlison, Secretary to the Board of Trustees.