



Board of Directors' Meeting Minutes
August 7, 2024

VOTING MEMBERS PRESENT

Dr. Chris Roppe (virtual)
Mr. Kurt Davis (Chair)
Mr. Gary Evans
Mr. James Futch
Ms. Kerry McCarty (Secretary/Treasurer)
Dr. Janet Goodman
Ms. Keri Orvin (Vice Chair)
Ms. Traci Martin
Mr. Lonnie Roberts
Ms. Sarah Waters

VOTING MEMBERS ABSENT

Mr. Sidney Wildes
Mr. Derrin Wheeler

NON-VOTING MEMBERS PRESENT

Mr. Matt Carter
Dr. Ryan Flowers
Mr. Kevin Ellis
Mr. Marty Mullis
Mr. Oakley Perry
Mr. Scottie Graham
Ms. Sara Beth Swain
Mr. Perry White

NON-VOTING MEMBERS ABSENT

Ms. Jessica Boatright
Mr. Dell Keith

SPCCA STAFF

Dr. Glenn Deibert (CEO)
Ms. Jamey Collins (OnSite Coordinator)

GUESTS

Ms. Sabrina Phelps (TCSG Program Manager)

CALL TO ORDER

The Southern Pines College and Career Academy (SPCCA) Board of Directors met Wednesday, August 7, 2024, at 1:33 p.m. Mr. Kurt Davis called the meeting to order and welcomed everyone. A quorum of voting members was present.

INVOCATION

The invocation was provided by Mr. James Futch.

APPROVAL OF AGENDA

Upon a motion to approve by Ms. Keri Orvin, a second by Mr. Gary Evans, the Board unanimously approved the agenda for the meeting.

APPROVAL OF MINUTES

Upon a motion to approve by Mr. Lonnie Roberts, a second by Ms. Keri Orvin, minutes of the May 29, 2024, SPCAA Board of Directors' meeting were unanimously approved.

CHAIRMAN'S WELCOME AND COMMENTS

Mr. Davis thanked everyone for attending today's meeting and for their ongoing dedication to this Board.

Search Committee Recommendation for CEO Position

Mr. Davis stated the search committee accepted applications for one month for the CEO position. SPCCA received two qualified candidates that were interviewed last week. The search committee consisted of Kerry McCarty, Lonnie Roberts and Kurt Davis. The committee unanimously recommended to the full Board Ms. Jamey Collins as our new CEO.

The Committee would also like to recommend:

- a start date of September 1st
- an initial salary increase of \$633.50 per month from September 1 thru December 31
- As of January 1, 2025, add an additional \$416.50 per month, pending a positive performance review.

Mr. Roberts has agreed to continue the \$30,000 per year contribution through the College towards the CEO salary. As a result, if the SPCCA accepts the above recommendation and we replace Ms. Collins position with a full-time On-Site Coordinator, the SPCCA will actually see an annual reduction in our budget of approximately \$8,000.

A motion was made by Mr. James Futch, and a second by Dr. Janet Goodman, for Mr. Davis to offer the CEO position to Ms. Collins with a start date of September 1 at the salary discussed/outlined above.

Next, the Board discussed the On-Site Coordinator position that will be vacant should Ms. Collins accept the CEO position. The Board expressed their desire for the On-Site Coordinator position to remain as a full-time position and move forward with advertising for this position.

A motion was made by Mr. James Futch, and a second by Dr. Janet Goodman, to move forward and post the full-time On-Site Coordinator position and for the salary to remain within budget and bring the recommendation to the full Board for approval.

BUDGET UPDATE (Handout Provided)

Ms. McCarty informed the Board that they received two budget documents in their email prior to the Board meeting. One budget document showed the details for the months of May and June. The second document was a budget summary for this past year (FY2024).

SPCCA finished the year with a surplus of \$109,669.80. Adding that to the prior year surplus of \$122.48, SPCCA will carry forward \$109,547.32. As previously discussed, these funds will carry forward and serve as a resource for any unexpected needs of the Career Academy.

CHIEF EXECUTIVE OFFICER/SPCCA STAFF REPORT

Dr. Deibert opened his report by stating that since this meeting includes our annual mandatory Board training, he is keeping his Board report to a minimum today.

Dr. Deibert introduced the six new FY2025 SPCCA Board members. They included:

Oakley Perry - Jeff Davis Development Authority (Jeff Davis county)

Matt Carter - Appling County Development Authority (Appling county)

Marty Mullis – Satilla EMC (Bacon county)

Perry White – Community Bank (Appling county)

Sara Waters – Plant Hatch (Appling county)

Scottie Graham – Triple H Specialty (Jeff Davis county)

New Board Member Orientations

Dr. Deibert stated that he started new Board member orientations during the months of May and June and completed four of them. He will be in touch with the two remaining Board members and get them scheduled for their orientations this month.

Early Enrollment (NCCER Carpentry Fundamentals & Salon & Spa Support Specialist)

This semester SPCCA planned on starting both the NCCER Carpentry Fundamentals and the Salon and Spa Support Specialist certificate programs this past Monday. However, due to Tropical Storm Debby, our school systems have delayed the start of the school year and classes at SPCCA will officially start Monday, August 12th.

Normally we start all certificate programs on the College's schedule since they are dual enrollment programs; however, since these two CPTC instructors were willing to start early, and the high schools agreed to starting these programs early, we are able to complete these programs in one semester.

Satilla REMC Donation(s)

Dr. Deibert thanked Mr. Marty Mullis (our new Board member from Satilla EMC) and Satilla EMC for their \$10,000 donation to help dual enrollment students starting the Electrical Lineworker program this semester. Their donation will fund the students DOT physical, CDL learners permit and any other costs they may encounter in the program.

OPEN DISCUSSION

Mr. Kevin Ellis asked for clarification regarding SPCCA enrollment and specific enrollment capacity for each program. Dr. Deibert responded preliminary numbers for each high school were distributed to the Board by email this past April. However, as expected, some enrollment and program capacity has changed over the course of the summer due to various factors. The current updated numbers were provided as follows: (a) Appling County 79 students, (b) Jeff Davis 28 students and (c) Bacon County 21 students for a total of 128 students. Dr. Deibert stated that we will email adjusted student enrollment prior to the next Board meeting. As far as program capacity, only one program (Salon and Spa Support Specialist) has a wait list.

BOARD TRAINING

Dr. Deibert introduced Ms. Sabrina Phelps, the TCSG Program Manager for Central and South Georgia College and Career Academies. Ms. Phelps provided the mandatory two-hour Leadership training for SPCCA Board members. The training also focused on roles and responsibilities of Board members, best practices, and goal setting. The training concluded with a Strategic Planning exercise that the Board will follow up on at future board meetings.

NEXT MEETING DATE

The next Board of Directors' meeting is scheduled for September 4th, 2024, at 1:30 p.m.

ADJOURNMENT

There being no further business, the meeting was adjourned at 3:20 p.m.

Submitted by:



Ms. Kerry McCarty
Treasurer/Secretary