



Board of Directors' Meeting Minutes
September 4, 2024

VOTING MEMBERS PRESENT

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

VOTING MEMBERS ABSENT

Ms. Sarah Waters
Mr. Sidney Wildes

NON-VOTING MEMBERS PRESENT

Mr. Matt Carter
Dr. Ryan Flowers
Mr. Kevin Ellis (virtual)
Mr. Marty Mullis
Mr. Oakley Perry
Mr. Scottie Graham (virtual)
Ms. Sarah Beth Swain
Mr. Perry White (virtual)
Ms. Jessica Boatright

NON-VOTING MEMBERS ABSENT

Mr. Dell Keith

SPCCA STAFF

Dr. Glenn Deibert
Ms. Jamey Collins (CEO)

GUESTS

None

CALL TO ORDER & WELCOME

The Southern Pines College and Career Academy (SPCCA) Board of Directors met Wednesday, September 4, 2024, at 1:34 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 Ms. Keri Orvin.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Upon a motion to approve by Dr. Chris Roppe, a second by Mr. Lonnie Roberts, minutes of the August 7, 2024, SPCAA Board of Directors' meeting were unanimously approved.

BUDGET UPDATE (Handout Provided)

Dr. Glenn Deibert presented the budget report in the absence of Ms. McCarty. Dr. Deibert outlined, as follows, the differences between the approved budget (4-25-2024) and the budget report ending July 31, 2024. The differences included:

- the College's commitment of \$30,000 per year towards the CEOs salary, included now under receipts/revenue;
- the changes to the salaries and benefits resulting from the move from one full-time and two part-time employees to just two full-time employees;
- adjusted salaries and benefits to reflect two full time positions
- the separation of the Internet/Phone Services from one-line item to two separate line items; and
- an additional note at the bottom of the budget report indicating an estimated carryover/carryforward amount from this year's budget as a result of all of the above-mentioned changes to the budget.

Upon a motion to approve by Mr. Lonnie Roberts, a second by Dr. Janet Goodman, the Board unanimously approved the amended budget.

NEW PROGRAM PRESENTATION: HEAVY EQUIPMENT OPERATOR

Ms. Collins introduced Mr. Anthony Pearce and his Heavy Equipment Operator class to the Board of Directors.

Mr. Pearce gave a brief overview of his course program and outlined some of the hands-on activities planned for the semester. Three students then shared their personal goals for the program and discussed how they intend to apply the knowledge to their chosen career paths.

ON-SITE COORDINATOR SEARCH COMMITTEE RECOMMENDATION (Action Item)

Ms. Orvin stated the search committee accepted applications for two weeks for the on-site coordinator position. SPCCA received six qualified candidates that were interviewed last week. The search committee consisted of Ms. Keri Orvin, Dr. Glenn Deibert, and Ms. Jamey Collins. The committee unanimously recommended to offer the On-Site Coordinator position to Ms. Amanda Towns with a start date of October 1, 2024, and negotiate a salary not to exceed the current salary budgeted for this position.

A motion was made by Ms. Keri Orvin, and a second by Dr. Janet Goodman, for Ms. Jamey Collins to offer the On-Site Coordinator position to Ms. Amanda Towns with a start date of October 1, 2024, at a salary no higher than what the amended budget includes for this position.

CHIEF EXECUTIVE OFFICER/SPCCA STAFF REPORT

Fall 2024 Enrollment Update (Handout Provided)

Ms. Collins informed the Board that the enrollment for the Fall semester has been finalized, with a total of 129 students. This represents a 47% increase compared to last Fall. Following the request from the previous Board meeting, Mrs. Collins provided a detailed breakdown of enrollment by program and county. The handout indicates that there are 77 students from Appling County, 28 from Jeff Davis County, and 22 from Bacon County. Additionally, there are 2 dual enrollment students from other counties, bringing the total to 129 students.

Business/Industry Speaker (Electrical Lineworker Class)

Last week, our Electrical Lineworker class hosted a guest speaker, Mr. Orenthius (OB) Boyd, Workforce Business Strategy Coordinator at Georgia Power Company. He discussed the electrical lineworker field, job opportunities within it, and strategies for students to effectively market themselves for these positions.

Student Orientation

Mrs. Collins shared that one of our goals for this school year is to introduce student orientations at SPCCA. This initiative aims to improve communication between us and our partner high schools, ultimately helping more students succeed in their programs. The orientations cover our expectations regarding attendance, academics, and transportation. Each student signs the forms to confirm their understanding, and these forms are kept on file at SPCCA. All orientations for our Fall programs have been completed.

Strategic Planning and Sustainability Goals (Discussion) (Handout)

Ms. Collins explained that our strategic goals/plan for FY25 is a living document developed based on the goals established by the Board of Directors during the August meeting, led by Mrs. Sabrina Phelps from The Technical College System of Georgia. Ms. Collins recommended that they review the goals more closely now that they have been organized in a more formal manner, to determine if any revisions are necessary.

The Board was offered the opportunity to divide into groups after the meeting, if they had edits they desired to make to their particular goal and objectives. After some discussion, the Board suggested that Ms. Jamey Collins provide a report on the progress towards the three goals at the six month point as well as the end of the year.

Review of Bylaws and Mission Statement (Handouts Provided)

Ms. Collins mentioned that she hoped everyone had a chance to review SPCCA's mission statement and bylaws, which were emailed to the Board members last week. She expressed confidence in the current mission statement and suggested that it should remain unchanged unless there are any objections. Regarding the bylaws, she invited anyone to share any recommendations or edits they might have with the Board. Dr. Deibert suggested that we

revise Section 3.1 by adding "Bacon County Board of Education" and "Jeff Davis Board of Education" immediately after "Appling County Board of Education" in the sentence. Additionally, replace "post-secondary institutions" with "Coastal Pines Technical College."

A motion was made by Mr. Lonnie Roberts, a second by Mr. James Futch, to make the edits above to Section 3.1. The Board unanimously approved the recommended edits.

Mr. Gary Evans brought forth the idea of investigating and bringing back a recommendation for adding a proxy or alternate for when a board member is unable to attend a meeting. S/he may wish to either designate an alternate to serve in his or her place for that board meeting or establish a proxy, which often involves giving another person the authority to vote on his or her behalf for a specified number of board meetings. Ms. Collins agreed to provide a recommendation for consideration at the next Board meeting.

OPEN DISCUSSION

Mr. Kurt Davis asked Ms. Collins to send an email to the full Board calling for potential candidates for the vacant voting (business and industry) board member position. An agenda item will be added at the next Board meeting to discuss and/or approve a candidate.

Mr. James Futch asked if the Board members could receive an update on their SPCCA Board training hours completed thus far this year. Ms. Collins responded she will email those out to everyone.

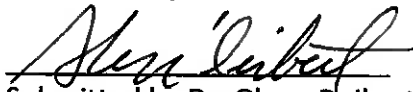
NEXT MEETING DATE

The next Board of Directors' meeting is scheduled for November 6th, 2024, at 1:30 p.m.

ADJOURNMENT

There being no further business, the meeting was adjourned at 2:23p.m.

Submitted by:



Submitted by Dr. Glenn Deibert on behalf of Ms. Kerry McCarty
Treasurer/Secretary