

MINUTES: March 22, 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: Ms. Cissy Adleburg
Mr. David Dunkle
Ms. Cindy Gaylard, Recording Secretary
Mr. Dale Hackle
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

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

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

MOTION: (Mrs. Haas/Mr. Al Williams) That the District Board of Trustees approves the minutes of the February 16, 2016 regular Board meeting as presented. The motion carried unanimously.

MOTION: (Mr. Coker/Mr. Washington) That the District Board of Trustees approves the agreement between North Florida Community College and each of the following agencies:

- State of Florida, Florida Department of Health in Hamilton County
- North Florida Pharmacy of Madison

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Mr. Dunkle advised that this will ensure that the Allied Health Department of North Florida Community College will have adequate clinical locations to provide clinical experience to students as required. After an overview by Mr. Dunkle, the motion carried unanimously.

Ms. Hogan reported the following:

- Super Saturday was very successful with a total of 115 applications being completed.
- A total of 160 students have applied to participate in the Commencement ceremony, which has created the need to have two ceremonies, one at 4:00 p.m. and one at 7:00 p.m. on Tuesday, May 3. There will be a reception in the Library for faculty and staff after the 4:00 p.m. ceremony, and Trustees are invited to attend.

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

- Hiring of Laura-Kaitlyn Boatright as Pre-College Advisor (Professional Staff)
- Hiring of Andrew (Andy) Barnes as Dean of Administrative Services/CFO
- Change Tisha Phillips from System Support Specialist (Career Staff – a non-exempt position) to Coordinator of Infrastructure and Support (Professional Staff – an exempt position).

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

President Grosskopf communicated that the Florida Auditor General's staff have completed their audit of the 2015-2016 financial records and statements, and the Bright Futures Scholarship program, and the College received another clean audit with no negative findings.

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

The Revenue and Expenditure Report for February 2016 was presented as an item of information, as was the Statement of Account, and President Grosskopf presented an overview.

Dr. James presented a report of the activities of each area of Development and External Affairs and mentioned the following:

- She met with Can Do Technologies, a group based in Tallahassee, who has expressed an interest in having a partnership with NFCC, and Mr. Dunkle and Mr. Eustace are researching the possibility of some type of partnership. The group made a \$500 donation to the NFCC Foundation.

PRESIDENT'S HIGHLIGHTS

President Grosskopf presented a legislative update and reported on the following:

- State Budget
- PECO Funding
 - NFCC will be looking into hiring a contracted lobbyist to assist for next year.
- HB 7029 regarding Distance Learning Fee

BOARD ATTORNEY TIME

Sewer Lift Station Update:

Attorney Leinback presented copies of minutes of several Madison City Commission meetings from 1959 when discussions took place and the lift station was built on the College campus, and he said according to these documents and after other research, it clearly appears that the sewer lift station is owned by the City of Madison. (Mr. Hackle presented an overview of the failing lift station.) Attorney Leinback recommended that the Board authorize him, on behalf of the Board, to send a formal letter demanding that the City takes responsibility for its lift station. He further recommended that, if the City declines to do so, the Board instructs him to file for litigation. He said we would be asking that the City proceeds to promptly construct a new lift station and that the City also reimburses the College for the amount we have already incurred and that a deadline be established for all of this to be done.

MOTION: (Mr. Wright/Mr. Coker) That the District Board of Trustees authorizes Attorney Leinback, on behalf of the Board, to send a formal letter demanding that the City of Madison takes responsibility for its lift station, and if the City refuses to do so, the Board directs Attorney Leinback to file for litigation. After discussion, the motion carried unanimously.

Ms. Taylor mentioned the following:

- She advised that the College is conducting a Climate Survey, and all full-time employees and adjunct faculty are encouraged to participate.
- She brought attention to the new format of the OIERA Highlights and gave an overview of various topics in the newsletter.

GOOD OF THE ORDER

President Grosskopf advised that the Department of Education will hold a 2016 Legislative update via two statewide webinars to provide an overview of legislation that passed related to education. He presented information regarding dates, times, and websites for those who wish to participate.

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Chairman Williams announced that the next regularly scheduled meeting of the District Board of Trustees will be held on April 19, 2016, at 5:30 p.m. in the North Florida Community College Board Room.

The meeting adjourned at 6:25 p.m.

Respectfully submitted,

John Grosskopf
President

Michael R. Williams
Chair

/cmg