

MINUTES: May 21, 2019

MEETING: NORTH FLORIDA COMMUNITY COLLEGE  
MADISON, FLORIDA

TRUSTEES PRESENT: Mr. Mike Williams, Chair  
Mr. Ricky Lyons  
Mrs. Sharon Benoit  
Mr. Travis Coker  
Mrs. Sandra Haas  
Mr. David Howell  
Mr. Gary Wright

TRUSTEES ABSENT: Mr. John Grosskopf, President  
Mr. Billy Washington  
Mr. Al Williams

STAFF PRESENT: Mr. Larry Akers  
Mr. Andy Barnes  
Ms. Denise Bell  
Mr. Rick Davis  
Ms. Kay Hogan  
Mr. Bill Hunter  
Dr. Guenter Maresch  
Ms. Dani Mays  
Ms. Jennifer Page  
Ms. Kim Scarboro  
Mr. Nicholas Torres, Audio Visual Technician  
Ms. Michelle Wheeler, Recording Secretary  
  
Mr. Rob Sniffen, Board Attorney

The Board meeting was called to order at 5:34 p.m. by Chairman Williams, who led the group in the pledge of allegiance to the flag followed by the opening prayer by Mr. Ricky Lyons.

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

**MOTION:** (Mr. Coker/Mrs. Benoit) That the District Board of Trustees approves the minutes as presented of the April 16, 2019 regular Board meeting. The motion carried unanimously.

**MOTION:** (Mr. Lyons/Mrs. Haas) That the District Board of Trustees approves the STEM SEALs contract with Cynosure. This will allow the College to start paying the sub-contractor for services as required by the grant. This contract was generated and reviewed by the Board attorney. Ms. Jennifer Page presented this item for approval and Chairman Williams asked about the role of Cynosure. Dr. Maresch explained that they will be providing the research component that is

required by the grant. Mr. Howell asked what percentage of the grant funds would be paid to Cynosure. Dr. Maresch replied that it will be approximately 25% of the grant because they are handling the compilation of data and research as required by the National Science Foundation. The motion carried unanimously.

**MOTION:** (Mrs. Haas/Mr. Coker) That the District Board of Trustees approves for renewal of the Allied Health agreements between North Florida Community College and Honey Lake Clinic.

Mr. Rick Davis advised that this will ensure that the Allied Health Department of North Florida Community College has adequate clinical locations to provide the required clinical experience to students. This will become effective June 1, 2019 and the contract has been reviewed by Board attorney. The motion carried unanimously.

**MOTION:** (Mr. Howell/Mr. Lyons) That the District Board of Trustees approves the Data Sharing Agreement between NFCC and University of West Florida Board of Trustees acting on behalf of the Florida Academic Library Services Cooperative. Ms. Kay Hogan gave a brief overview of this agreement, stating that this arrangement will provide analytics regarding the use of our databases to determine which ones are being used and help us to measure the success of those who are using databases. The motion carried unanimously.

**MOTION:** (Mrs. Haas/Mr. Coker) That the District Board of Trustees approves the personnel recommendation of hiring Maricela Valdez as a Nursing Instructor (Faculty – 11 month) The motion carried unanimously.

**MOTION:** (Mr. Lyons/Mr. Coker) That the District Board of Trustees approves the 2018-2019 Annual Equity Update Report Part 2. Ms. Denise Bell provided a brief overview and no questions or concerns were raised. This recommendation will allow the College to submit the Equity Report as required by the State Board of Education. The motion carried unanimously.

**MOTION:** (Mr. Coker/Mrs. Benoit) That the District Board of Trustees approves the warrant list for April 2019 as presented. The motion carried unanimously.

The Revenue and Expenditure Report for April 2019 was presented by Mr. Andy Barnes as an item of information, as was the Statement of Account. Mr. Barnes noted a surplus in the Revenue and Expenditure Report and Mr. Wright inquired regarding plans to allocate these funds. Mr. Barnes stated that it will be spent down during the months of May and June with various infrastructure projects that are underway as part of our Strategic Plan and rebranding initiatives. Mr. Wright asked about the possibility of dividing amongst the faculty. Mr. Barnes noted that this is an area that must be handled carefully as this surplus cannot be viewed as a recurring source of revenue for the purpose of increasing salaries and benefits. This type of surplus is best used for one-time purchases to improve internal efforts. He stated that this will be discussed in more detail during the summer retreat. Mr. Barnes also presented the Statement of Account as an informational item.

### **PRESIDENT'S HIGHLIGHTS**

Chairman Williams explained that President Grosskopf's absence is due to a scheduling conflict with a meeting called by the Commissioner of Education, Richard Corcoran, for Florida College System Presidents. Mr. Williams stated that Mr. Grosskopf had spoken with him previously regarding this absence due the lengthy process of establishing a relationship with the Commissioner's office in fighting for the needs of NFCC. As such, it was decided that it would be prudent for him to be excused from tonight's Board meeting in order to attend the meeting in Tampa.

### **ATTORNEY TIME**

Attorney Sniffen provided updates regarding Kids Incorporated Lease Agreement. He stated that they are still waiting on a rough draft of an agreement from Kids Incorporated attorneys. Mr. Coker asked if there is anything we can do to speed this along. Mr. Sniffen said that from his standpoint there is not much else that can be done aside from imposing a hard deadline that could result in an eviction.

Regarding the Lift Station litigation, the packets include a motion to enforce the settlement agreement. There is a \$35,000 expenditure that the City must incur to run the line to our lift station. Since the last Board meeting when nothing was happening, the City has been making surveys and some movement on the motion to enforce. There was a hearing held today, which Mr. Barnes attended in the President's stead, and rather than enforcing the agreement that says the City will be "fully responsible," the Judge stated that this clause needed to be clarified. The result of the hearing was a 60-day period for this to be resolved outside of court. Mr. Sniffen remarked that we need to remove the lawyers from this process and allow President Grosskopf and Jerome Wyche to work this out together. Mr. Wright suggested that our head of maintenance be present in the discussions with the City to assist with identifying a solution. Chairman Williams agreed that President Grosskopf might want someone else in the room with him, like our Director of Physical Plant, as a witness to the conversation that takes place for verification of what transpires and is agreed upon.

### **GOOD OF THE ORDER**

Chairman Williams distributed copies of an email that was sent to President Grosskopf from the AFC Trustees Commission on May 20, 2019. After discussion, the Board decided to table this request until the next meeting.

District Board of Trustees Minutes

May 21, 2019

Page 4

Chairman Williams announced that the next regularly scheduled meeting of the District Board of Trustees will be held on June 18, 2019, at 5:30 p.m., in the North Florida Community College Board Room.

The meeting adjourned at 6:21 p.m.

Respectfully submitted,

John Grosskopf

President

/mmw

Michael R. Williams

Chair