



**BOARD OF DIRECTORS MEETING  
Griffin Campus  
June 21, 2023  
7:30 a.m.**

**MINUTES**

**Present:**

David Campbell  
Erin Cook  
Kyle Fletcher

Keith Gettinger  
Rebecca Hadley-Catter  
John Harkness (WebEx)

Michael Powell  
John Rainwater  
Chris Williams

**Absent:**

Pete Garrett  
Keith Simmons

Jeff Tarrant

Stone Workman

**Staff Members:**

Dr. Irvin Clark

Stacy Acey

Kim Santerre

**A. CALL TO ORDER**

David Campbell called the meeting to order at 7:54 a.m. and welcomed everyone to the meeting.

**B. APPROVAL OF AGENDA**

Keith Gettinger made a motion to accept the agenda as presented, Chris Williams seconded, and the Board voted unanimously to accept the agenda.

**C. APPROVAL OF MINUTES**

Michael Powell made a motion to approve the minutes of the April 19, 2023, meeting as presented in the Board materials, John Rainwater seconded, and the motion was unanimously approved.

**D. OLD BUSINESS**

No old business.

**E. NEW BUSINESS**

**1. Special Recognition**

Dr. Clark requested a moment to recognize David Campbell and thank him for his service as Chair over the past couple of years. Mr. Campbell will remain on as a Board member and continue to support the College in that capacity. A gavel plaque was presented to Mr. Campbell as a token of appreciation for his service and support.

Kyle Fletcher and Keith Gettinger will be completing their second terms on June 30, 2023, and will not be reappointed for a third term at their request due to both personal and professional priorities. Dr. Clark presented Ms. Fletcher and Mr. Gettinger with plaques in recognition of their service. Both expressed that it has been a pleasure to serve on the Board and will continue to advocate for the College and provide any support that they can in the future.

Mr. Campbell thanked the departing Board members for their service. They have been very participative and Mr. Campbell stated that he appreciates all they have done.

## 2. Election of Officers

As Chair of the Nominating Committee, Mr. Powell presented the slate of officers for consideration as Rebecca Hadley-Catter as Chair and Stone Workman as Vice Chair. Mr. Rainwater made the motion to approve officers as presented, Ms. Fletcher seconded, and the motion was unanimously approved.

The position of Vice Chair-Elect was tabled and will be discussed further at a future meeting. Consideration for this position should be given to Keith Simmons, Jeff Tarrant, and Chris Williams based on tenure status.

## 3. FY2024 Board of Directors Meeting Schedule

Mr. Campbell requested that the Board review the proposed meeting schedule provided in the Board materials. This schedule follows a schedule similar to previous years with meetings held at 7:30 a.m. with the exception of the December meeting which is held in conjunction with the College-wide holiday luncheon and program. Discussion ensued about the inclusion of virtual meetings as well as occasionally other campuses with the possibility of a tour component. Mr. Williams made the motion to approve the dates of the meetings as presented, Mr. Powell seconded, and the motion was unanimously approved.

## F. COLLEGE REPORTS

### **Administrative Services**

Stacy Acey reported on the Administrative Services area as follows:

- Following is the Southern Crescent Technical College Financial Statement of Funds Available and Expenditures Compared to Budget for the period of July 1, 2022 through May 31, 2023 (FY2023). A financial overview and brief explanation of this statement includes:
  - The final budget is \$32,444,988.00.
  - FY2023 Current Year Revenue is \$28,563,160.00. Revenue compared to budget is 88.04%.
  - Comparative data for FY2022 current year revenue is \$28,068,098.31 as reported on May 31, 2022. The variance between FY2023 and FY2022 current year revenue is an increase of \$495,061.69 in reported revenue for FY2023. Collected less in in State funds (\$38,867) and collected more in the following areas: \$242,216 in federal funds and \$291,713 in local funds.
  - Actual Expenditures total is \$27,279,859.80 and comprised of 86.52% in personnel expenses and 13.48% in operating expenses. Expenditures compared to budget is 84.08%.
  - Comparative data for FY2022 actual expenses is \$26,543,766.33 as reported on May 31, 2022. The variance between FY2023 and FY2022 actual expenses is an increase of \$736,093.47 for FY2023. There was an increase of \$762,097 in personnel costs and a decrease of \$26,004 in operating costs.

- This financial statement indicates the College's current year (CY) funds available for this report is \$1,251,333.70. Prior year reserves less prior year outstanding receivables total \$5,034,463.18. Current year and prior year total funds available for the period July 1, 2022 through May 31, 2023 is \$6,285,796.88.

Comparative data for FY2022 total funds available as reported on May 31, 2022 was \$3,884,454.14. This is an increase of \$2,401,342.74 in FY2023 reported total funds available.

- Southern Crescent Technical College is in a financial position to meet its outstanding obligations and is in good standing. Administrative Services are working to close out FY2023 books.

CARES Funding	Institutional*	Minority	Student
Grant Award to Date	\$15,819,937.00	\$1,510,433.00	\$11,614,016.00
Remaining Balances (G5)	\$ 2,696,254.55	\$ 0	\$179,635.87
Encumbrances	\$ 1,983,526.76	N/A	N/A
Grant Expiration Date	June 30, 2023	June 30, 2023	June 30, 2023
Last Day to Draw funds	October 30, 2023	October 30, 2023	October 30, 2023

\*Balance of Institutional funds less encumbrances = \$712,727.79. A no cost extension has been submitted that could extend the expiration date to June 30, 2024. There is a high probability for the request to be approved.

- Mr. Rainwater asked if there expects to be a time when there is an issue with students paying balances. The answer is yes and why the College started with the summer semester dropping students for non-payment. Plans are to be proactive to retrain students on completing FAFSA and paying balances. The College budgeted for FY2024 conservatively based on knowing there would be a learning curve with students to back to traditional procedures for financial aid and scholarships.
- Ms. Acey included in the Board materials the proposed FY2024 Annual Operating Budget. The fiscal year runs from July 1, 2023 through June 30, 2024. The state funds are approved by the Governor through the appropriations bill and each college receives a portion of the allocation through the Technical College System of Georgia. The Technical College System of Georgia uses variables (i.e., enrollment, square footage, credit hours, graduation initiatives, and dual enrollment) to determine each college's allocation. The other component of the operational budget is local revenue through tuition and fees, and revenue from business/industry and continuing education. The Southern Crescent Technical College allocation from state funds for FY2024 is \$15,812,222. Tuition and fees are based on 3,500 headcount and 39,000 credit hours for the fall and spring semesters and a 2,000 headcount and 18,000 credit hours for the summer. Projected expenses total \$29,272,222. Ms. Acey requested that the FY2024 Annual Operating Budget be approved as presented. Mr. Rainwater made a motion to approve as presented, Ms. Hadley-Catter seconded, and the motion was unanimously approved.

## G. EXECUTIVE SESSION

Upon motion by Mr. Rainwater, and second by Ms. Fletcher, the Board voted unanimously to go into Executive Session to discuss personnel and real estate at 8:38 a.m.

Following the discussion of personnel and real estate, a motion was made by Mr. Rainwater and seconded by Mr. Gettinger to reconvene into regular session. The motion was unanimously approved by the Board.

#### **H. PRESIDENT'S UPDATE**

- Dr. Clark provided an update on the Educator Externship program that is ongoing this week. Board members were invited to come to see the portfolio presentations from the program on Friday. Dr. Clark thanked Chris Williams and David Campbell for helping to secure funding from Georgia Power for this program.
- Dr. Clark thanked the Board for their continued support. Mr. Campbell thanked Dr. Clark for his leadership and the staff and Board members for all that they do. Mr. Campbell also requested that the Board give some thought to time requirements for hosting meetings virtually versus other campus locations before the final decision is made for sites of future meetings.

#### **I. ADJOURN**

The next Board meeting will be held on August 9, 2023 at 7:30 a.m. There being no further business, the meeting was adjourned at 9:08 a.m.

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Dr. Irvin T. Clark III, Executive Secretary