

# **Southern Association of Colleges with Associate Degrees**

## **Board Meeting April 19, 2023 VIA Phone Conference Call 4:00 p. m. EDT**

### **MINUTES**

Present: Dr. John Enamait, President; Dr. Cynthia Kelley, Vice President; Dr. Dean Sprinkle, Past President; Dr. Patricia Lee; Ms. DeAnnia Clements; Dr. Tonjua Williams; Dr. Michael Torrence; Dr. Jane Hulon Sims; Dr. Pam Anglin; and Dr. George Edwards, Executive Secretary-Treasurer.

Absent: Dr. David Campbell

#### **I. Call To Order**

The meeting was called to order by Dr. John Enamait, President at 4:03 p. m.

#### **II. Approval of the December 2022 Minutes**

Dr. Michael Torrence moved to accept the minutes of the December 3, 2022 Board meeting. Dr. Dean Sprinkle seconded the motion. The minutes were approved unanimously.

#### **III. Board Officers and Members**

Dr. Edwards referred the board to the attached listing of all information related to the board and officers. If any corrections need to be made, please let Dr. Edwards know. Dr. Jane Hulon Sims announced that she was retiring as President of Copiah Lincoln Community College and thus would be leaving the board. She nominated Dr. Brent Gregory, President of East Central Community College in Mississippi as her replacement. Dr. Cindy Kelley moved to accept the recommendation and Dr. Tonjua Williams seconded the motion. The recommendation was unanimously approved.

#### **IV. Membership Report by State**

Dr. Edwards reported on membership by state. As of March 30, 2023, 162 members had paid for the 2022-23 year. Membership was equal to that in 2021-22.

#### **V. Investment Report**

Dr. Edwards reported that the association is in good financial condition. The March 30, 2023 balance in the DuPont Credit Union Account was \$148,106.47. The one year certificate of deposit has an APR of .300% and a maturity date of June 2, 2023. The two year certificate of deposit has an APR of .45% and a maturity date of May 24, 2024. Additionally, there is a 6 month certificate of deposit with an APR of 3.5% with a maturity date of May 8, 2023 and a 15 month certificate of deposit with an APR of 4% with a maturity date of June 30, 2024. The balances to date are \$52,661.83 (1 year), \$53,916.29 (2 year), \$15,163.19 (6 month), and \$12,000 (15 month). Ms. DeAnnia Clements moved to accept the Investment Report and Dr. Patricia Lee seconded the motion. The board unanimously approved the motion.

## **VI. Financial Report**

Dr. Edwards presented the Budget to Actual and Year End Estimate Report as of 12-31-22. He explained that the net loss was \$ 695.58 primarily because revenue and expenses were less than the budgeted amount, and most notably luncheon ticket sales were considerably lower than the budgeted amount. Dr. Jane Hulon Sims moved for approval of the Budget to Actual Report and Dr. Tonjua Williams seconded the motion. The motion was approved unanimously.

## **VII. Proposed 2023 Budget**

Dr. Edwards presented the 2023 SACAD Budget which is based on having 170 members, the sale of 125 luncheon tickets, and the securing of \$5,000.00 in sponsorships. Assuming that expenses remain similar to 2022, the association should have a net income of \$ 525.00 for the year. Dr. Cindy Kelley moved for approval of the budget and Dr. Patricia Lee seconded the motion. The motion was approved unanimously.

## **VIII. Committee Appointments**

Dr. Enamait appointed the following committees:

### **Audit Committee**

Dr. David Campbell, Chair  
Dr. John Enamait  
Dr. Patricia Lee

### **Nominating Committee**

Dr. John Enamait, Chair  
Dr. Cynthia Kelley  
Dr. Dean Sprinkle

### **Publications Committee**

Dr. Michael Torrence, Chair  
Dr. Brent Gregory  
Ms. DeAnnia Clements

## **Professional Development Committee**

Dr. Cynthia Kelley, Chair

Dr. Pam Anglin

Dr. Tonjua Williams

### **IX. Report of the Professional Development Committee**

Dr. Cynthia Kelley reported that the PD Committee would meet via phone during the summer to discuss and finalize ideas for a speaker for the Fall Annual Meeting.

### **X. Website**

Dr. Edwards shared information that was presented at the December meeting by the Chair of the publications Committee. Each board member was asked to send a potential vendor that they felt comfortable with by June 1, 2023. After accumulating a list of potential vendors the board would again discuss the process for soliciting a website vendor.

### **XI. Discussion of Annual Luncheon**

Dr. Edwards discussed the need for sponsorships, the anticipated 2023 date (December 3, 2023), and time for the annual luncheon, the luncheon speaker, and the door prizes that each board member should provide.

### **XII. Plans for the Fall Board Meeting**

The Fall Board meeting was discussed and the board again concurred that Dr. Edwards eliminate the meal since many board members wish to go to dinner with their friends and colleagues on the Saturday evening before the SACSCOC meetings begin. The Board also was positive about meeting face to face at the Annual Meeting. The meeting would likely occur on December 2, 2023.

### **XIII. Other Business**

There was no old or new business.

### **XIV. Adjournment**

The meeting was adjourned at 4:45 pm.