

Southern Association of Colleges with Associate Degrees

Board Meeting December 3, 2022 6:00 p. m. EST MINUTES

Present: Dr. John Enamait, President; Dr. Cynthia Kelley, Vice-President; Dr. Dean Sprinkle, Past President; Dr. Jane Hulon Sims; Dr. Michael Torrence; Dr. Ingrid Thompson Sellers; Dr. David Campbell; and Dr. George Edwards, Executive Secretary-Treasurer.

Absent: Dr. Tonjua Williams; Dr. Patricia Lee; and Dr. Jason Smith.

I. Call To Order

The meeting was called to order by Dr. John Enamait, President at 6:05 p.m. Dr. Enamait welcomed all the board members and thanked them for their attendance and their service.

II. Approval of the May, 2022 Minutes

Dr. Michael Torrence moved to accept the minutes of the May 9, 2022 Board meeting. Dr. Cynthia Kelley seconded the motion. The minutes were approved unanimously.

III. Board Officers and Members

Dr. Edwards referred the board to the attachment listing all information related to the board and officers. If any corrections need to be made, please let Dr. Edwards know.

IV. Membership Report by State

Dr. George Edwards reported on membership by state. As of November 15, 2022, 160 members had paid. A few more were anticipated to pay before the end of the year. The budget was based on 170 members. It appears that membership for 2022 will be equal to or down slightly from the final count in 2021 (162).

V, VI, and VII. Investment Report, Budget to Actual 2022, and Report of the Audit Committee

Dr. Edwards requested that the Audit Committee deliver its report since much of the information they would present would be identical to that in the Investment and Budget to Actual Report listed on the Agenda. Dr. David Campbell, chair of the Audit Committee was asked to present the report. Dr. Campbell, Dr. Enamait and Dr. Lee met with Dr. Edwards via phone on separate

occasions concerning the finances of the association. The Committee was provided with a booklet of information which included:

1. The cash-investment report. (Attachment 4)
2. A budget to actual spreadsheet showing income and expenses to date and estimated through the end of the year. (Attachment 5)
3. A summary of charges/withdrawals up through November 1. (Attachment 6)
4. A complete set of bank statements for each month through October. (Attachment 6)

A summary of the report follows:

1. The association is in sound financial position with total cash and investments of \$159, 167.20 as of November 15. Three CDs are on deposit with maturity dates of June, 2023, May, 2024 and May, 2023. The third CD was just established in November by moving \$15,000 from the business savings account to a six month CD with an interest rate of 3.5%. The interest earned on all accounts is estimated to be \$750 for 2022. The CD that matured in May, 2022 at an interest rate of 1.81% was rolled over to a two-year CD with an interest rate of .45%, still a greater interest rate than a savings account.

2. It is projected that the association will have a net loss for the year of \$418.54 due to the following:

A. Membership is currently down slightly from 2021. We will likely be close to the 2021 level of 167 members by our spring meeting.

B. We will have \$5,000.00 in sponsorship revenue, which is \$1,000.00 less than was included in the budget. The luncheon ticket sales revenue is much less than budgeted due to the low numbers for the luncheon. The SACSCOC policy change to not collect registrations for our luncheon as part of their process has impacted the ticket sales. Obviously the meal expenses will be less than budgeted due to the lower numbers.

C. Interest income is projected to be slightly higher than what was budgeted.

D. Total expenses will be less than the budgeted amount of \$36,250 by approximately \$2,600.00

Dr. Jane Hulon Sims seconded the motion made by Dr. David Campbell, on behalf of the Audit Committee, and the Investment Report, the Budget to Actual 2022 Report and the Report of the Audit Committee were all unanimously approved by the Board.

VIII. Nominating Committee Report

Dr. John Enamait presented the Nominating Committee Report as follows:

Nominating Committee Report

<u>Officers</u>	<u>Office</u>	<u>Institution</u>
Dr. John Enamait	President	Stanly Community College, NC
Dr. Cynthia S. Kelley	Vice President	Madisonville Community College, KY
Dr. Dean Sprinkle	Past President	Wytheville Community College, VA

Board of Directors

Class of 2023

Dr. Cynthia S. Kelley, President, Madisonville Community College, KY
Dr. Jane Hulon Sims, President, Copiah-Lincoln Community College, MS
Dr. Tonjua Williams, President, St. Petersburg College, FL

Class of 2024

Dr. Dean Sprinkle, President, Wytheville Community College, VA
Dr. James David Campbell, Northeast Alabama Community College, AL
Dr. Patricia A. Lee, Williamsburg Technical College, SC

Class of 2025

Dr. John Enamait, President, Stanly Community College, NC
Dr. Michael Torrence, President, Motlow State Community College, TN
Dr. Jason Smith, President, Texarkana College, TX
Dr. Ingrid Thompson-Sellers, President, South Georgia State College, GA
Louisiana Board member to be determined, LA

Dr. George Edwards, Executive Secretary-Treasurer, Non-board member

Dr. Enamait explained that Dr. Jason Smith from Texas and Dr. Ingrid Thompson Sellers from Georgia were unable to continue on the board due to their workload. Dr. Georj Lewis, President of Atlanta Metropolitan State College was nominated for the Georgia position and was approved unanimously by the board. We still need to recruit a board member from Louisiana.

IX. Report of the Professional Development Committee

Dr. Cynthia Kelley reported on the planned activity for the luncheon on December 4, 2022 from 11:30 to 1:00. Dr. Anton Reece, President of West Kentucky Community and Technical College will be the keynote speaker. His topic is “A Three Prong Approach to DEI in the Post-Pandemic Era.”

X. Report of the Publications Committee

Dr. Sellers reported on the continuing work of the Publications Committee and shared two draft documents regarding the website review and redesign project. She asked each board member to review the documents and then provide feedback to her or Dr. Edwards prior to the December Holiday break. The concept was to receive the feedback, make any required revisions and then to solicit bidders from individuals recommended by the board to do the website work.

XI. Spring, 2023 Board Meeting

The spring Board meeting was discussed and the decision to meet via conference call was made. Dr. Edwards will poll the board to set the time sometime in April or May.

XII. Other Business

There was no other business.

XIII. Adjournment

The meeting was adjourned at 6:50 p.m.