

**BREVARD COMMUNITY COLLEGE
BOARD OF TRUSTEES
MEETING**

December 19, 2005
4:30 p.m.

Board Room (#231)
Administration Building (Bldg. #2)
Cocoa Campus

PRESENT: Mr. C. R. "Rick" McCotter III, Vice Chairman; Mr. James W. Handley;
Mrs. Miriam Martinez; Mr. James Theriac; Mr. Joe D. Matheny, Attorney;
Dr. Thomas E. Gamble, Secretary

ABSENT: Mrs. Alberta K. Wilson, Chairman

1. CALL TO ORDER:

Mr. C. R. "Rick" McCotter III, Vice Chairman, called the meeting to order.

a. Pledge of Allegiance

Mr. McCotter opened the meeting with the "Pledge of Allegiance."

b. Additions/Corrections to Agenda

Dr. Gamble requested that Items 6.a. "Approval of Plans for Phase II, Building #17, Cocoa Campus;" 6.b. "Approval of Guaranteed Maximum Price Phase II, Building #17;; 7.a.2. "Contract with Lowe's;" and, Item 9.a. "Approval of DSO Financial Reports for Year Ended June 30, 2005" be removed from the consent agenda.

Dr. Gamble also requested Item 7.a.3. "Expansion of the King Center Board Membership" be added to the consent agenda.

2. CONSENT AGENDA:

Mr. McCotter recommended approval of the remaining consent agenda items.

- 3.a. Minutes – Board of Trustees Workshop Meeting – November 14, 2005
- 3.b. Minutes – Board of Trustees Meeting – November 14, 2005
- 7.a.(1) Approval of Extension of Closing for the Palm Bay Academy
- 7.a.(3) Approval of Expansion of the King Center Board Membership
- 8.a. Summary of Personnel Actions

- 8.c. Approval of Annual Inventory of Tangible Personal Property
- 9.b. Approval of November Monthly Summary of Income and Expenditures

Mrs. Martinez moved approval of the consent agenda items. Mr. Theriac seconded the motion. All those voting in favor of the motion – Martinez, Theriac, Handley, and McCotter; opposed – none. Motion unanimously approved. (Wilson - absent)

3. APPROVAL OF OFFICIAL MINUTES OF PREVIOUS MEETINGS:

- a. Minutes – Board of Trustees Workshop Meeting – November 14, 2005

Approved – consent agenda.

- b. Minutes – Board of Trustees Meeting – November 14, 2005

Approved – consent agenda.

4. COMMUNICATIONS:

- a. Presentation of Certificate of Appreciation - Mr. J.B. Kump, Regional Director for Congressman Weldon

Mr. J.B. Kump, Regional Director for Congressman Weldon, stated Congressman Weldon regretted that his schedule would not allow him to attend the meeting, but conveyed great appreciation to the college for their sacrificial efforts in aiding victims of Hurricane Katrina. He presented Dr. Gamble and the Board with a Certificate of Recognition for this service.

Dr. Gamble voiced recognition of the college's Service Learning Program, for their outstanding efforts in this regard.

- b. Presentation of Community Business Partner Recognition by Habitat of Humanity - Mr. Joe Gassman, President, Habitat for Humanity, Brevard County

Mr. Joe Gassman, President, Brevard County Habitat for Humanity, reported the long-standing partnership between Habitat for Humanity and the college's Service Learning Program has been invaluable. Mr. Gassman reported the Space Coast Youth Build program is such an example, where at-risk youth, ages 16 to 24, are given a second chance. The Youth Build program and partnership with the college has been recognized as a best-practices organization. A plaque was presented to the Board in recognition and thanks for the partnership.

Dr. Gamble recognized college employees - Ms. Michelle Bolash, Ms. Dianne Messer, and Mr. Bill Howard as being instrumental in the success of the program.

Ms. Messer presented a token to Mr. Bruce Calendar, Habitat for Humanity, Site Manager, Habitat for Humanity, in recognition of his unconditional support to the youth and program.

5. CITIZEN'S PRESENTATION:

None.

6. CONSTRUCTION AND DEVELOPMENT:

6.a. Approval of Plans for Phase II, Building #17, Cocoa Campus

Mr. Al Little, Vice President, Finance and Administrative Services, reported that the plans for the Phase II renovation of Building #17, Cocoa Campus have been completed. The Phase I renovations include the west wing of the first floor and the second floor of Building #17. Pending Board approval, the construction will begin during the college's Christmas break. Mr. Little introduced Mr. Markus Gemsch, Vice Principal Architect, Florida Architects, who provided an overview of the proposed plans, which will provide space for the Human Patient Simulators, storage, nursing labs, student lockers, computer desks, etc.

Mr. McCord, Architect, reported that significant modifications will be necessary to bring the space up to current safety standards and code. He further reported the four classrooms will be wired as "Smart Classrooms."

Dr. Gamble recommended approval of the plans for the Phase II renovations of Building #17, Cocoa Campus.

Mr. Theriac moved approval of the Phase II renovations, Building #17, Cocoa Campus. Mrs. Martinez seconded the motion. All those voting in favor of the motion – Theriac, Martinez, Handley, and McCotter; opposed – none. Motion unanimously approved. (Wilson - absent)

6.b. Approval of Guaranteed Maximum Price Phase II, Building #17, Cocoa Campus

Mr. Al Little, Vice President, Financial and Administrative Services, reported the Board previously approved A.D. Morgan as Construction Manager for the Phase II, Building #17 renovation project. A.D. Morgan has reviewed the plan and negotiated a guaranteed maximum price for the completion of the project as previously discussed in the amount of \$1,399,108.26, which is within budgetary constraints. Mr. Little reported Board approval will allow construction to begin during Christmas break with projected occupancy in August 2006. Dr. Gamble recommended approval

of the Approval of the Guaranteed Maximum Price Phase II, Building #17, Cocoa Campus in the amount of \$1,399,108.26.

Mrs. Martinez moved approval of the Guaranteed Maximum Price Phase II, Building #17, Cocoa Campus in the amount of \$1,399,108.26. Mr. Theriac seconded the motion. All those voting in favor of the motion – Martinez, Theriac, Handley, and McCotter; opposed – none. Motion unanimously approved. (Wilson - absent)

7. OLD BUSINESS:

7.a Report on Pending Legal Actions – Mr. Matheny

No report.

7.a.(1) Approval of Extension of Closing for the Palm Bay Academy

Approved - consent agenda.

7.a.(2) Approval of Contract with Lowe's

Mr. Matheny reported that Ms. Elle Halperin, local counsel to Lowe's Corporation, is presenting a contract which has been negotiated among BCC, Lowe's and the City of Palm Bay. Mr. Matheny reported there were several changes that were discussed in the Board workshop. Ms. Halperin has conducted a discussion with the engineers who stated the changes were not impossible. Mr. Matheny recommended approving the contract subject to the correction of the items and subsequent approval and review by college legal counsel and administrative staff. Dr. Gamble recommended approval of the Lowe's contract.

Mrs. Martinez moved approval of the contract with Lowe's subject to the modifications suggested at the December 19, 2005, Board Workshop, namely: (a) the change of the easement; (b) counsel's review of the documents; and, (c) the administration's review of the documents. Mr. Theriac reported he no longer has a conflict of interest as earlier stated and seconded the motion. All those voting in favor of the motion – Martinez, Theriac, Handley, and McCotter; opposed – none. Motion unanimously approved. (Wilson - absent)

7.a.(3) Expansion of the King Center Board Membership

Approved - consent agenda.

8. NEW BUSINESS:

a. Personnel Actions

Presented to the Board for information only; with no action required.

b. First Reading of Policy Changes - #400.4 and #400.8

Dr. Gamble reported there is no action required at this time. The First Reading allows the Board time to review for possible modifications prior to the January 2006 Board meeting. He further reported that Policy #400.8 is a new policy to ensure two readings for each policy addition or change. The Board concurred. Mrs. Martinez suggested a minor typographical change to Policy #400.4, namely, to remove the bullet from the first item. A copy with the suggested change was provided to Mrs. Martin for correction.

c. Approval of Annual Inventory of Tangible Personal Property

Approved - consent agenda.

d. Request for Future Board Meeting/Workshop Agenda Items

Mrs. Martinez requested a future presentation regarding the new pre-engineering program. Dr. Gamble suggested this will be planned for the January 2006 meeting.

9. FINANCIAL ACTIONS:

a. Approval of DSO Financial Reports for Year Ended June 30, 2005

Mr. McCotter reported he removed this item from the consent agenda in order to provide an opportunity for Board inquiries if desired. Mr. Cherry reported the DSO Financial Reports include the audit review checklist as required by the Board of Education, the financial statements prepared by independent auditors and the IRS Form 990 tax return for each of the college's direct support organizations (DSO's.) Each organization received clean audits and the reports show solid financial performance in FY 2005. Dr. Gamble reported that the college Foundation has reached a goal set five years ago of obtaining and exceeding a \$10 million corpus value. Dr. Gamble recommended approval of the DSO Financial Reports for Year Ended June 30, 2005.

Mrs. Martinez moved approval of DSO Financial Reports for Year Ended June 30, 2005. Mr. Theriac seconded the motion. All those voting in favor of the motion – Martinez, Theriac, Handley, and McCotter; opposed – none. Motion unanimously approved. (Wilson - absent)

- b. Approval of the October Monthly Summary of Income and Expenditures

Approved - consent agenda.

10. REPORT OF THE PRESIDENT:

- a. Florida Association of Community College (FACC) Trustees Commission Annual Legislative Meeting

Dr. Gamble reported the FACC Trustees Commission will hold its annual Legislative meeting in Tallahassee on January 25-26, 2006. This meeting provides the opportunity to visit the local delegation members and others regarding issues impacting community colleges. The program will begin with an overview by House and Senate representatives and the Governor's office, followed by a session discussing the components of community college needs. On January 26, there will be an opening session with the remainder of the day dedicated to visits to the representatives. Dr. Gamble reported that a dinner has been hosted in the past; however, this practice is currently under review to ensure there are no ethics concerns. Dinner will be hosted for the Board on January 25, and delegates will be invited to drop by.

Dr. Gamble reported Trustees were provided materials and encouraged to complete and return the short survey provided to Ms. Martin regarding attendance plans, transportation, etc.

- b. Association of Community College Trustees (ACCT) National Legislative Summit

Dr. Gamble reported the Association of Community College Trustees (ACCT) National Legislative Summit is scheduled for February 5-8, 2006, in Washington, D.C. He reported the pre-event handouts were distributed to the Board as the material contains useful information regardless of attendance. Mr. Theriac will attend and others who would like to attend should contact Ms. Martin as soon as possible.

- c. Graduation

Dr. Gamble reported approximately 850 students graduated on Saturday, December 17. The ceremonies went well with an 84 year old graduate featured by the media, highlighting the lifelong learning mission for the college.

- d. Holiday Closing

Dr. Gamble reported BCC will be closed from Thursday, December 22, 2005, through Sunday, January 1, 2006. Classes will resume on January 9, 2006. Dr. Gamble stated he would be available at all times should any need arise.

e. Chronicle of Higher Education

Dr. Gamble reported a pull-out session was included in the Chronicle of Higher Education devoted to community college education. A copy was provided to the Board members, which contains an abundance of useful information.

f. College Diversity Recruiting Brochure

Dr. Gamble reported the bi-lingual diversity recruiting brochure was provided to the Board. Mrs. Martinez requested the document be sent to her electronically and she will provide correction to the Spanish translation.

11. COMMITTEE REPORTS

a. Architect Selection – Mrs. Martinez

No report.

b. Alumni Association – Mrs. Wilson

No report.

c. BCC Foundation – Mr. Theriac

Mr. Theriac reported the Foundation Quarterly Meeting, Madrigal Feaste, held on December 1, 2005, was very successful and well-attended.

d. Cocoa Village Playhouse – Mr. McCotter

No report.

e. Insurance Committee – Mrs. Martinez

No report.

f. King Center for the Performing Arts – Mr. Handley

No report.

g. Planetarium – Mr. Handley

No report.

Mr. Al Little, Vice President Finance and Administrative Services, reported that this would be the last Board meeting for Mr. Bill Baker, Purchasing Director, as he will retire in January following 32 years of employment at the college. The Board thanked Mr. Baker for his service and wished him well.

12. **ADJOURNMENT:**

There being no further business to come before the Board, the meeting adjourned at 5:10 p.m.

APPROVED: _____



Chair, District Board of Trustees

ATTESTED: _____



Secretary, District Board of Trustees