

REGULAR MEETING MINUTES  
BOARD OF TRUSTEES  
COLLEGE OF THE ALBEMARLE  
Elizabeth City Campus  
October 18, 2016

The College of The Albemarle Board of Trustees met at 5:30 p.m. on Tuesday, October 18, 2016 at the Elizabeth City Campus, A Building Board Room. With a quorum present, Chair Paul O’Neal called the meeting to order. The following trustees were present:

Paul O’Neal, <i>Chair</i>	Don McCabe
Marion Harris, <i>Vice Chair</i>	Dr. Joe Peel
Dr. Kandi Deitemeyer, Secretary	Coleen Santa Ana
Dr. Travis Burke	George Thomas, Jr.
Doug Gardner	Graham Twine
Mike Hall	Arty Tillett
David Harris	Fletcher Willey
Sally Francis Kehayes	Joe Winslow
Dr. Roger Lambertson	Olga Blyum, SGA President

ABSENT: Warren Judge, Charles Lacefield, and Dr. Ellis Lawrence

STAFF: Wendy Brickhouse, Dr. Evonne Carter, Susan Gentry, Jenna Hatfield, Lynn Hurdle-Winslow, Lisa Johnson, Charles Purser, Tim Sweeney and Joe Turner

GUESTS: The family of Mr. Charles Ward and Tom Nash, Attorney

#### I. CALL TO ORDER

Chairman Paul O’Neal called the meeting to order.

#### II. ETHICS STATEMENT

Chairman O’Neal asked the board members to read the Ethics Statement provided on the agenda. He asked all members to be aware of what it states in case of a potential conflict.

#### III. APPROVAL OF AGENDA

**ACTION**: *On a motion by Dr. Roger Lambertson, seconded by Arty Tillett, the agenda was approved as presented.*

#### IV. APPROVAL OF CONSENT AGENDA

Chairman O’Neal asked the board members to approve the consent agenda as presented.

**ACTION**: *The consent agenda was unanimously approved as presented.*

#### V. CELEBRATIONS

Dr. Deitemeyer welcomed the family members of the late Charles Ward and Alice Jeanne Ward in attendance; Mike and Matt Winslow and family, and attorney representing the estate, Mr. Tom Nash. Mr. Nash said that Mr. Ward had a deep affection for COA and on behalf of him and the late Alice Jeanne Ward, he donated \$600,000 to COA to use for the library or a baseball field; whichever the trustees preferred. Dr. Deitemeyer said that Mr.

Ward meant more to the college than anyone there could express and that he was always supportive, thoughtful and purposeful.

Chairman O’Neal said he would be remiss to say what a great friend Charles Ward was personally and words couldn’t properly express how thankful the board was for his service and commitment to the college.

**VII. COMMITTEE REPORTS**

**A. Finance Committee**

Doug Gardner presented the minutes and an update from the Finance Committee. He pointed out that there was money in the budget for a 1.8% salary increase and enrollment increased for the fall semester to 35 FTE, which turns around a five year decline.

**B. Buildings and Grounds Committee**

Dr. Roger Lambertson presented the minutes and mentioned the committee suggested omitting the parking area within the boardwalk grant proposal, as it would be in an area for future expansion. With that minor modification the college will move forward with the county on the proposal.

**C. Policy and Planning Committee**

Arty Tillett said there were no action items to bring forward at that time.

**VIII. PRESIDENT’S REPORT**

**A. Student Government Association**

Olga Blyum presented a brief report of SGA activities in the coming months. She shared their biggest event is the annual fall festival that takes place on each campus and would occur in November.

**IX. CLOSED SESSION**

**FOR ACTION:**        *On a motion by Paul O’Neal, seconded by Fletcher Willey, the Board of Trustees approved to go into closed session pursuant to NCGS 143-318-11(a)(6) to discuss a confidential personnel matter, pursuant to NCGS 143-318-11 (a)(1) to prevent the disclosure of information that is not considered a public record and is confidential pursuant to NCGS 132-1.2(1), 1243-52(a), 143-53, and Title I, Chapters 5A and 5B of the North Carolina Administrative code, and pursuant to NCGS 143-318-11(a)(5) to instruct college staff or its negotiating agents concerning the position to be taken by or on behalf of COA in negotiating the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange or lease of properties located at 205 Highway 64 S., Manteo, NC and 800 N. Oakum Street, Edenton, NC.*

**FOR ACTION:**        *On a motion by Don McCabe, seconded by Graham Twine, the Board of Trustees approved to return to open session.*

**X. REPORT FROM THE CHAIR**

*Presidential Search Process*

**FOR ACTION:**        *On a motion by Doug Gardner, seconded by Mike Hall, the Board of Trustees approved*

*the board chairman to enter into negotiations to hire ACCT Services to aid in the presidential search process.*

*Designation of Gift*

Discussion regarding the estate gift occurred and no decision was made.

**FOR ACTION:**        *On a motion by Arty Tillett, seconded by Dr. Roger Lambertson, the Board of Trustees approved to table the discussion until the next meeting and to speak with the college attorney regarding the designation of the estate gift of Mr. Charles Ward.*

XI. TRUSTEE COMMENTS

Dr. Lambertson stated that all should see “My Fair Lady” at the Performing Arts Center. Mike Hall said he was humbled that an individual bequeathed such a generous gift to the college. Graham Twine said Mr. Ward was a good man and thanked him and the family for the gift.

XII. ADJOURN

With no further business, the meeting adjourned.

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Paul O’Neal, Chair

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Dr. Kandi W. Deitemeyer, Secretary