

Southern Association of Colleges with Associate Degrees

Board Meeting December 1, 2020 VIA Conference Call

MINUTES

Present: Dr. Dean Sprinkle, President; Dr. John Enamait, Vice-President; Dr. Patricia Lee, Past President; Dr. Jane Hulon Sims; Dr. Michael Torrence; Dr. Ingrid Thompson Sellers; Dr. Jason Smith; and Dr. George Edwards, Executive Secretary-Treasurer.

Absent: Dr. Ed Meadows; Dr. Cynthia Kelley; and Dr. David Campbell.

I. Call To Order

The meeting was called to order by Dr. Dean Sprinkle, President at 3:34 p.m. Dr. Sprinkle welcomed all the board members and thanked them for their attendance and their service.

II. Approval of the April, 2020 Minutes

Dr. Michael Torrence moved to accept the minutes of the April 20, 2020 Board meeting. Dr. Patricia Lee 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, 2020, 163 members had paid. A few more were anticipated to pay before the end of the year. The budget was based on 160 members. It appears that membership for 2020 will be down slightly from the final count in 2019 (170).

V, VI, and VII. Investment Report, Budget to Actual 2019, 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. John Enamait, member of the Audit Committee was asked to present

the report. Dr. Enamait met with Dr. Edwards via conference call concerning the finances of the association. Dr. Kelley and Dr. Campbell were unable to participate in the call with Dr. Edwards. 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 15. (Attachment 6)
4. A complete set of bank statements for each month through October as well as a screen shot of the statement through November 15. (Attachment 6)

A summary of the report follows:

1. The association is in sound financial position with total cash and investments of \$156,760.03 as of November 15. Two CDs are on deposit with maturity dates of May, 2021 and May, 2022 respectively. The interests earned on all accounts is estimated to be \$1,850 for 2020.
2. It is projected that the association will have a net income for the year of \$3,536.97 due to the following:
 - A. Membership is currently down slightly from 2019. We will likely be close to the 2019 level of 170 members by our spring meeting.
 - B. We had no revenue from sponsorships or from luncheon ticket sales given the decision by SACSCOC to hold their meeting in a virtual format.
 - 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 more than \$12,000.

The good news is that the association will again operate with a slight increase in net income as it does each year. We are fortunate that we are able to operate each year within the annual budget established by the board. Everything in the financial information appears to be in order with everything outlined clearly and completely by Dr. Edwards.

Dr. Jane Hulon Sims seconded the motion made by Dr. John Enamait, on behalf of the Audit Committee, and the Investment Report, the Budget to Actual 2020 Report and the Report of the Audit Committee were all unanimously approved by the Board. The board also authorized Dr. Edwards to use his best judgement regarding reinvesting the certificate of deposit which becomes due in May of 2021.

VIII. Nominating Committee Report

Dr. Dean Sprinkle presented the Nominating Committee Report as follows:

Nominating Committee Report

<u>Officers</u>	<u>Office</u>	<u>Institution</u>
Dr. Dean Sprinkle	President	Wytheville Community College, VA
Dr. John Enamait	Vice President	Stanly Community College, NC
Dr. Patricia Lee	Past President	Williamsburg Technical College, SC

Board of Directors

Class of 2021

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 2022

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

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
Louisiana Board member to be determined, LA

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

Dr. Sprinkle explained that we still need to recruit a board member from Louisiana. Dr. Patricia Lee seconded the motion of the nominating committee to accept their report and the motion passed unanimously.

IX. Report of the Professional Development Committee

Dr. Cynthia Kelley was unable to participate in the meeting so there was no report from the Professional Development Committee.

X. Plans for the Spring Board Meeting

The spring Board meeting was discussed and the decision to meet via conference call was made.

XI. Other Business

There was no other business for the board to consider.

XIV. Adjournment

The meeting was adjourned at 3:55 p.m.