

Southern Association of Colleges with Associate Degrees

Board Meeting December 2, 2023 6:00 p. m. EST MINUTES

Present: Dr. John Enamait, President; Dr. Cynthia Kelley, Vice-President; Dr. Dean Sprinkle, Past President; Dr. Brent Gregory; Ms. DeAnnia Clements; and Dr. George Edwards, Executive Secretary-Treasurer.

Absent: Dr. Tonjua Williams; Dr. Patricia Lee; Dr. David Campbell; and Dr. Michael Torrence.

I. Call To Order

The meeting was called to order by Dr. John Enamait, President at 6:00 p.m. Dr. Enamait welcomed all the board members and thanked them for their attendance and their service.

II. Approval of the April, 2023 Minutes

Dr. Cynthia Kelley moved to accept the minutes of the April 19, 2023 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 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 6, 2023, 153 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 2023 will be down from the final count in 2022 (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. John Enamait, member 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 \$162,846.33 as of November 1. Four CDs are on deposit with maturity dates of December 6, 2023, May 24, 2024, June 30, 2024, 2023, August 8, 2024. The interest earned on all accounts is estimated to be \$2,100.00 for 2023.
2. It is projected that the association will have a net loss for the year of \$2,147.94 due to the following:
 - A. Membership is currently down from 2022. We will likely be close to the 2022 level of 162 members by our spring meeting.
 - B. We will have \$4,000.00 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 much higher than what was budgeted.
 - D. Total expenses will be less than the budgeted amount of \$36,350 by approximately \$125.00.

Ms. DeAnnia Clements seconded the motion made by Dr. John Enamait, 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. Cynthia S. Kelley	President	Madisonville Community College, KY
Dr. James David Campbell	Vice President	Northeast Alabama Community College, AL
Dr. John Enamait	Past President	Stanly Community College, NC

Board of Directors

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. Brent Gregory, President, East Central Community College, MS
Ms. Deannia Clements, President, Wiregrass Georgia Technical College, GA

Class of 2026

Dr. Cynthia S. Kelley, President, Madisonville Community College, KY
Dr. Tonjua Williams, President, St. Petersburg College, FL

Texas Board member to be determined, TX

Louisiana Board member to be determined, LA

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

Dr. Dean Sprinkle seconded the motion of the Nominating Committee and the report was approved unanimously by the board. We still need to recruit board members from Louisiana and Texas.

IX. Report of the Professional Development Committee

Dr. Cynthia Kelley reported on the planned activity for the luncheon on December 3, 2023 from 11:30 to 1:00. A presentation on AI will be given by Drs. Hernan Londono and Dr. Chris Howes.

X. MOA with Dr. Edwards Update and Approval

Dr. Enamait discussed the need to review the memorandum of agreement between the board and Dr. Edwards for administrative duties. The board entered into the first agreement with Dr. Edwards in 2014 and has periodically reviewed the agreement to recommend changes if necessary. Dr. Edwards requested that no changes occur in the current arrangement. The board is expending much of its budget for administrative services. The board discussed the agreement and Dr. Sprinkle and Dr. Gregory recommended the MOA be further discussed in future meetings. Dr. Cynthia Kelley moved to authorize the signing of the current MOA with Dr. Edwards and Ms. DeAnnia Clements seconded the motion. The board unanimously approved the motion.

XI. Spring, 2024 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.