

Southern Association of Colleges with Associate Degrees

Board Meeting December 7, 2024 6:00 p. m. CST MINUTES

Present: Dr. Cynthia Kelley, President; Dr. Dean Sprinkle; Dr. Brent Gregory; Ms. DeAnnia Clements; Dr. Vincent Solis; Dr. Patricia Lee; and Dr. George Edwards, Executive Secretary-Treasurer.

Absent: Dr. Tonjua Williams; Dr. John Enamait; Dr. David Campbell; and Dr. Michael Torrence.

I. Call To Order

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

II. Approval of the April, 2024 Minutes

Dr. Brent Gregory moved to accept the minutes of the April 29, 2024 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. A couple of board members indicated their administrative assistants had changed and indicated they would send the new information to Dr. Edwards.

IV. Membership Report by State

Dr. George Edwards reported on membership by state. As of November 1, 2024, 147 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 2024 will be down from the final count in 2023 (153).

V, VI, and VII. Investment Report, Budget to Actual 2024, 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. Patricia Lee, member of the audit committee, was asked to present the report. Dr. Campbell, Dr. Enamait and Dr. Lee received the audit and financial information via email and approved the report prior to the meeting. 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)

A summary of the report follows:

1. The association is in sound financial position with total cash and investments of \$160,809.26 as of November 1. Four CDs are on deposit with maturity dates of December 6, 2024, February 2, 2025, August 23, 2025, and September 30, 2025. The interest earned on all accounts is estimated to be \$5,100.00 for 2024, up considerably from 2023.
2. It is projected that the association will have a net loss for the year of \$ 491.56 due to the following:
 - A. Membership is currently down from 2023. We will likely be close to the 2023 level of 153 members by our spring meeting.
 - B. We will have \$4,000.00 in sponsorship revenue. The luncheon ticket sales revenue is much less than budgeted due to the low anticipated numbers for the luncheon.
 - C. Interest income is projected to be much higher than what was budgeted.
 - D. Total expenses will be slightly higher than the budgeted amount of \$35,950 by approximately \$200.00.

Ms. Brent Gregory seconded the motion made by Dr. Patricia Lee, on behalf of the Audit Committee, and the Investment Report, the Budget to Actual 2024 Report and the Report of the Audit Committee were all unanimously approved by the Board.

VIII. Nominating Committee Report

Dr. Cynthia Kelley 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 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
Dr. Vincent Solis, President, Brazosport College, TX
Louisiana Board member to be determined, LA

Class of 2027

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

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

Ms. DeAnnia Clements seconded the motion of Dr. Cynthia Kelley, made on behalf of the Nominating Committee and the report was approved unanimously by the board. We still need to recruit a board member from Louisiana.

IX. Report of the Professional Development Committee

Dr. Brent Gregory reported on the planned activity for the luncheon on December 8, 2024 from 11:30 to 1:00. Mr. Tyson Elbert will present on the topic "Grassroots Advocacy."

X. Spring, 2025 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.

XI. Other Business

Dr. Edwards shared that he would be stepping down as the SACAD Executive Secretary Treasurer at the end of 2025. The SACAD board will need to recruit and select someone to fill the role or alternatively, a board member could assume the role, and utilize their college employees to perform the duties (was done this way prior to 2015).

XII. Adjournment

The meeting was adjourned at 6:40 p.m.