

VIRGINIA WESTERN COMMUNITY COLLEGE

BOARD MEETING #172

The Virginia Western Community College Board met on Thursday, September 15, 1994, at 3:30 p.m. in the President's Conference Room in Fishburn Hall on the North Campus of the college.

MEMBERS PRESENT:

Mrs. Betty Corvin
Mrs. LaVerne Dillon
Dr. Charles Downs, Executive Secretary
Mrs. Jean Glontz
Mr. Geoffrey Ottaway
Mr. Robert Patterson
Mr. Bill Reid
Mr. Byron Smith

MEMBERS ABSENT:

Mr. George Daniels
Mr. Stan Lanford
Mr. Jimmy Morris

STAFF PRESENT:

Mr. Dwight Blalock, Dean of Financial and
Administrative Services
Dr. Robert Harrell, Dean of Academic Affairs
Ms. Brenda Shepherd, Secretary
Ms. Kelly Vest-Skelly, Director of Development

1. CALL TO ORDER

Mrs. Glontz called the meeting to order at 3:30 p.m.

2. MINUTES OF THE JULY BOARD MEETING

A motion was made by Mr. Reid and seconded by Mr. Patterson that:

*The VWCC Board approve the minutes of the July 28,
1994, meeting as written.*

The motion was unanimously approved.

3. LOCAL FUNDS YEAR END REPORT

Mr. Blalock provided the Local Funds Year End Report and background information regarding Virginia Western's Local Funds. He mentioned that the expenditure of these funds is audited by the state auditor of public accounts as well as the Virginia Community College System internal auditors. He noted that the sources of revenue of local funds are the College Bookstore, the vending commissions, and the college service fee. He also noted that the Local Board is the governing body responsible for directing the expenditure of these funds.

Concern was expressed by the Board members regarding the rate of return on investments. Mr. Blalock explained that the college must adhere to guidelines established by the Code of Virginia and therefore cannot always invest in the most lucrative way. Mrs. Glontz asked that Mrs. Corvin and Mr. Smith work as a committee with Dr. Downs toward relaying to the State Board the Local Board's concerns of the limitations created by the investment policy guidelines. Mrs. Glontz also asked that Mr. Patterson and Mr. Smith work as a committee with Dr. Downs and Mr. Blalock to review the investment policies.

4. LOCAL BOARD FUNDS

Dr. Downs discussed with the Board members the need for the establishment of written guidelines for the expenditure of the President's Activities and the Community Activities local funds. He explained that local funds are public funds, and as such are subject to established State policies. He also explained that within those boundaries, expenditures are currently at the discretion of the president. Mrs. Glontz asked that Mr. Ottaway work with her as a committee to establish broad-range guidelines for the expenditure of these funds. This committee will also look at the legal responsibilities/liabilities of local board members.

5. STUDENT ACTIVITIES BUILDING

Dr. Downs explained that the drawings for the Student Activities Center are in Richmond for approval, and that once approval is received we will be able to accept bids on the construction of the Center. He noted that it would be appropriate to have a committee from the Board to help review the bids and select a contractor. Mrs. Glontz asked that Mrs. Dillon and Mr. Lanford serve on that committee.

6. **PRESIDENT'S REPORT**

Dr. Downs:

■ reported that the final enrollment projection for the fall is 6,350, down about 2 percent from last year. (He also noted that we have the second highest penetration rate in the state.)

■ announced that the college is sponsoring the Kingston Trio at the Roanoke Civic Center on October 29.

■ reminded the members that the Annual State Board meeting will take place on November 16-18 in Hampton/Newport News (additional information will be supplied as received).

■ Kelly Vest-Skelly, Director of Development, reported on the plans for the Gala Foundation fund-raiser which will be held on November 18 from 7-10 p.m. to celebrate the opening of the Humanities Building. She reported that the building will house the only extensive permanent collection of regional art in the area, a collection organized by Sherrye Lantz who is a full-time art professor at Virginia Western. Ms. Vest-Skelly also reported that all money from ticket sales will go to the Educational Foundation to be used directly for student tuition assistance; funds to cover expenses have been donated by local businesses (Mr. Ottaway, for example!). Each board member was given the opportunity to sell tickets to the Gala event.

Mrs. Glontz thanked the Board members for their support of the college and encouraged their involvement in the matters of the college.

7. **ADJOURNMENT**

With no further business on the agenda, Mr. Patterson moved and Mr. Smith seconded the motion that the meeting adjourn at 4:35 p.m.

APPROVED:

1/25/95
Date

Charles Downs
Executive Secretary