

**Minutes
District Board of Trustees
Tallahassee Community College
Hinson Administration Building
444 Appleyard Drive
Tallahassee, FL 32304
Monday, October 16, 2023
Business Meeting and Workshop – 2:30 PM**

On October 16, 2023, the Tallahassee Community College District Board of Trustees meeting was called to order by Chair Jonathan Kilpatrick at 2:28 p.m.

Members Present: Chair Jonathan Kilpatrick, Vice Chair Karen Moore, Trustees Eugene Lamb, Frank Messersmith.

Joined by Phone: Trustee Charlie Ward

Absent: Trustee Monte Stevens

Others Present: President Jim Murdaugh, Candice Grause, Bobby Jones, Rob Hall, Christen Givens, Trevoris McDaniel, Bob Ballard, Mike Robeck, Craig Knox, Calandra Stringer, Lei Wang, Wesley S. Hardin, Brendie Hawkins, Nyla Davis, Janet Hartman, Suzi Baugh, Chuck Moore, Kalynda Holton, Donmetrie Clark, Moseline Augustin, Shelly Bell, Bill Spiers, Jennifer Carr, Amanda Clements, Sila Lott, Heather Mitchell, Dustin Frost, and Sheri Rowland.

CALL TO ORDER

Chair Kilpatrick asked everyone to stand for a moment of silence and the Pledge of Allegiance.

COMMENTS

- i. Chair Kilpatrick mentioned he attended the Tallahassee Science Festival and thanked everyone involved. It was a major event, and very well attended. He thanked Angela Long for her work preparing the trustees for the Association of Community College Trustees Conference, and to those who spoke on a panel, Dr. Murdaugh, Trustees Lamb, and Messersmith, and Al Wynn, Associate Director of the Wakulla Environmental Institute.
- ii. Board Members: Trustee Lamb mentioned he attended the TCC Hall of Fame Induction dinner and thanked Angela Long for coordinating the ACCT trip. Trustee Moore said the Hall of Fame Induction dinner was extraordinary. She mentioned the many incredible people we got the chance to honor through the event, and she thanked everyone. Trustee Messersmith attended the Hall of Fame Induction dinner, enjoyed the Science Festival, and congratulated TCC for being nationally recognized as the Best and Brightest Company to Work For. He thanked everyone for

their part in the ACCT conference. Trustee Ward apologized for not being present and appreciated being able to attend by phone.

- iii. President Murdaugh mentioned that the Hall of Fame Induction dinner was truly remarkable. He thanked Anthony Jones for his leadership with the Science Festival and shared that this was the twelfth year TCC hosted the Science Festival, and every year it gets bigger and better. He thanked Trustee Messersmith and Trustee Lamb for being able to join them on the panels. He thanked Angela for organizing trips and coordinating presentations for trustees and other employees to present on panels. He congratulated Vice Chair Moore for being recognized by the news organization City and State Florida for the Above and Beyond award. He announced that Trustee Lamb was awarded the ACCT Regional Trustee of the Year for the Southern Region.

Chair Kilpatrick asked for a motion for Trustee Ward to vote remotely by phone.

Approve Trustee Ward to vote remotely by phone.

MOTION: Trustee Lamb
Motion passed unanimously.

SECOND: Trustee Moore

APPROVAL OF MINUTES

1. September 2023 Minutes
Approve minutes as presented.

MOTION: Vice Chair Moore
Motion passed unanimously.

SECOND: Trustee Lamb

INFORMATION AND NEWS ITEMS

Amanda Clements, Director of Strategic Communications, shared recent media coverage this month. Chair Kilpatrick was in both Capital Outlook and Tallahassee Report. Capital Outlook also covered our Hall of Fame Induction dinner event. Amazon has been in the news about their recent opening, and they continue to mention that TCC is a Career Choice Partner. Coverage of the rebrand included the Wakulla News, Tallahassee Democrat, and WTXL. We have broadcast clips that include the Science Festival, Second Harvest cooking classes for Talon's Market, the Town Hall Rebrand meeting held at the Florida Public Safety Institute in Gadsden County, and the TCC Advance Manufacturing Training Center. For upcoming events, on Thursday, October 19, TCC Fine Art Gallery will

have an art show that will be opening “The Surreal Imagining” by Carrie Ann Baade. Our last weekend, October 20-21, for *Something Wicked This Way Comes* with Theatre TCC. And Women’s History Month committee has opened its nominations. Celebrating Women Building Community is their theme, and the deadline is November 20. The update on the rebranding, we have completed our Town Hall meetings, focus groups, and surveys, and Pace is on track to give their recommendation to the DBOT in a special meeting on November 14.

UNFINISHED BUSINESS

None

PRESENTATIONS

VP Shelly Bell presented information on the Worlds of Work, (WOW). This Thursday and Friday, October 19 – 20, our TCC community along with the Greater Tallahassee Chamber of Commerce, Office of Economic Vitality, Lively Technical College, and Career Source Capital Region will bring this event to the community. Over one hundred local businesses, three thousand ninth graders, ten worlds, and ten industries. We are targeting ninth-grade students from Leon, Wakulla, Gadsden, Franklin, and Jefferson counties schools to participate. This will be an immersive experience for the students, to help them look forward to what their pathways might be after high school. This is the first time in presenting this type of experience and we are hoping to make it an annual event.

NEW BUSINESS

Approval of Consent Agenda

The consent agenda format is an organization process for meetings that allows the governing board to focus their time and attention on action items that require more elaboration, information, and/or discussion. The intent of the consent agenda is to support the efficiency and effectiveness of the meeting.

If a trustee has a question or plans to cast a negative vote regarding a specific recommendation, then the trustee/trustees need to acknowledge their intention to the Chair. This action item will be considered in the regular order of business as an individual action item.

Those action items that the trustees plan to approve without further question or discussion will remain on the consent agenda. Upon the final determination of the consent agenda, a motion, second to the motion, and unanimous approval of the Board of Trustees is needed to approve the action items. Upon approval of the consent agenda, the Board of Trustees will proceed with the remainder of the agenda.

2. Attorney Invoice – Bryant Miller Olive (August 2023)
Authorize payment of invoices as presented.
3. Human Resource Report
Approve the report as presented.

Motion to Approve Consent Agenda.

MOTION: Trustee Lamb **SECOND:** Vice Chair Moore
Motion passed unanimously.

TCC Foundation

4. TCC Foundation Update
Presented as an information item only.

Administrative Services

5. Fund Analysis – September
Presented as an information item only.
6. Construction Status Report
Presented as an information item only.
7. Architect Invoices
Authorize payment of architectural invoices as presented.

MOTION: Vice Chair Moore **SECOND:** Trustee Lamb
Motion passed unanimously.

8. Direct Support Organization Audit Reports
Presented as an information item only.
9. Policy Manual Changes
Approve revision of College policies as presented.

MOTION: Vice Chair Moore **SECOND:** Trustee Lamb
Motion passed unanimously.

10. Renewal of Professional Services Contract – Legal Services
Approve the renewal of the professional services contract with Andrews, Crabtree, Knox, and Longfellow, LLP for one (1) year.

MOTION: Trustee Messersmith **SECOND:** Vice Chair Moore
Motion passed unanimously.

11. Guaranteed Maximum Price – TCC Control Room and Restroom Additions Project
Approve the attached Construction Manager at Risk Contract and Guaranteed Maximum Price from RAM Construction & Development, for the TCC Control Room and Restroom Additions Project

MOTION: Trustee Lamb **SECOND:** Vice Chair Moore
Motion passed unanimously.

12. Final Payment / Retention Release – TCC COVID Air Quality Upgrades Contract – Siemens Project#44OP-315765
Approve the attached Retention Invoice#5331026485 and approved Inspection reports, authorizing final payment to vendor, Siemens Industry, Inc., for the TCC COVID Air Quality Upgrades Contract – Siemens Project#44OP-315765.

MOTION: Vice Chair Moore **SECOND:** Trustee Lamb
Motion passed unanimously.

BOARD OF TRUSTEES

Discussion by the DBOT if construction on the lobby in the Administration Building would hinder entrance into the building for the rebrand special meeting, scheduled for November 14. The DBOT agreed to meet at the Main Campus, Hinson Administration Building.

PUBLIC COMMENT

None

WORKSHOP

None

PRESIDENT'S REPORT

- Construction begins Tuesday, October 17, in the lobby of the Hinson Administration building. Parking and entrance will be changed.
- TCC will host a site visit for an Accreditation Review for its association and bachelor's degree nursing programs by the Accreditation Commission of Education in Nursing on October 25.
- Tallahassee Collegiate Academy and TCC will host the Cybersecurity Symposium 2023 on October 30, from 2:30 to 4:00 p.m. Chair Kilpatrick will be a presenter at one of the booths. Contact Anthony Jones for more information.
- November 4, TCC Athletic Hall of Fame Induction dinner.
- November 14, rebrand Special Meeting, Hinson Administration Building.
- November 23-24, TCC campus will be closed for the Thanksgiving holiday.
- December 6, Health Care Professionals Fall 2023 Pinning Ceremony in the Lifetime Sports Complex, 6 p.m.
- December 7, Veterans Cording Ceremony, 10:00 a.m.
- December 7, Holiday Open House, Administration Building, 1-3 p.m.

NEXT MEETING DATE

Rebrand Special Meeting, November 14, 2023 Location: **Main Campus, Hinson Administration Building**

Next regular Board Meeting, November 27, 2023 Location: **Center for Innovation, 300 W. Pensacola Street.**

ADJOURNMENT

Chair Kilpatrick called for adjournment at 3:02 p.m.

Jonathan Kilpatrick
Chair

Jim Murdaugh, Ph.D.
President