**Richland One Middle College Board of Directors**

**Midlands Technical College Beltline Campus**

**Via Microsoft Teams (Video Conference)**

**Email** [**Erica.fields@richlandone.org**](mailto:Erica.fields@richlandone.org) **for login details.**

**December 14, 2022 9:00 a.m.**

**Board Members Present:** Dr. Erica Fields; Dr. Tracy Dunn; Mrs. Beverley Leeper; Mr. Derrah Cassidy; Dr. Rob Gilmer; and Mrs. Sherry Wright Moore

**ROMC Staff Present**: Dr. Carla Brabham, Teresa Benson Niles

**District Staff:**  Dr. MiUndrae Prince

**Prestige Solutions Staff:** Ms. Denise Hopkins

**Call to Order**

Dr. Erica Fields welcomed everyone and called the meeting to order at 9:06 a.m., via Microsoft Teams.

**Invocation**

The invocation was given by Mrs. Sherry Wright Moore.

**Roll Call and Establishment of Quorum**

Mrs. Moore conducted the roll call and Dr. Fields noted a quorum.

**Consent Agenda (Action)**

Dr. Fields mentioned per discussions with Dr. Brabham, an item relating to staff recommendation needs to be added to the agenda. Dr. Fields asked the Board to review and give consent to the agenda with changes. As a result, Dr. Dunn made a motion to accept agenda with the added item. Motion was seconded by Mrs. Moore and passed unanimously.

**Public Comments\***

No Public Comments. However, the chair noted it and Dr. Brabham that staff from the marketing firm, Rhodes Branding Company, attended.

**Approval of November Minutes (Action)**

Mr. Cassidy made a motion to accept the Minutes from the November 9, 2022, meeting as provided. Dr. Gilmer seconded the motion and the motion passed unanimously.

**November 2022 Financial Reports (Information)**

Ms. Denise Hopkins of Prestige School Solutions reviewed the November 2022 Financials. Denise shared that ROMC is in the fifth month of school year with approximately 68.46% of budget. The Merrell Lynch bank accounts have been opened and in January, the board will be able to see the accounts. It was noted in last meeting that funds would be used for classroom improvements. As a result, here are financial updates:

Total Assets – $1,065,994.48

Payables – $ 75,720.97

Total Fund Balance - $923,305.53

1. **Old Business**
2. **FY22 Audit-Account Balance and FDIC (Information)**

Per audit recommendations, Dr. Brabham informed Board that the additional savings accounts were opened and funds transferred. Dr. Brabham also noted that per Ms. Hopkins report, these accounts would be available for review starting in the New Year.

1. **Charter Renewal (Information)**

Dr. Brabham excitedly reported that ROMC charter was approved for another ten years. The report was presented to the Richland One District Board members and the presentation went very well. Board commended Dr. Brabham for her hard work and dedication to ROMC.

1. **New Business**
2. **Staff Recommendation for Campus Monitor (Action)**

Dr. Brabham announced that she has made a decision to offer the campus monitor position to Mr. Zellie Scott. Mr. Scott is qualified and would provide “perfect fit” for the campus and its security. Dr. Brabham noted that this position will be an employee of ROMC and will operate under the same district’s security job description. Dr. Dunn made a motion to approve Dr. Brabham’s recommendation to hire Mr. Scott as campus monitor. The motion was seconded by Mrs. Leeper and unanimously passed.

1. **Approval of E-Learning Days (Action)**

Due to major renovations being done on the MTC campus, Dr. Brabham made a request to allow for December 19 and December 20 to be E-Learning days. Mrs. Leeper indicated that in an effort to ensure safety for the students and staff, she made a motion to allow ROMC to conduct E Learning on December 19 and December 20. The motion was seconded by Dr. Gilmer and unanimously passed.

1. **Marketing Company Recommendation (Action)**

Dr. Brabham was pleased to recommend to the Board Rhodes Branding Marketing Firm to work with ROMC with it marketing efforts. Dr. Brabham noted that two of the staff members were in attendance. Dr. Fields welcomed them and indicated how pleased and excited the Board was to have them present. She further indicated that the Board looks forward to the end result. Mr. Dan Wyar and Ms. Charnita Mack both stated how excited they were and that have met with ROMC staff and they were ready to begin. They also welcomed any meetings or questions from Board members as they moved forward with the contract.

As a result, Mrs. Moore made a motion for Dr. Brabham (ROMC) to enter into contract with Rhodes Branding in the amount of $22,000 for ROMC’s marketing efforts. The motion was seconded by Mr. Cassidy and passed unanimously.

1. **School Updates (Information)**

Dr. Brabham mentioned the Holiday Spirit week that is currently underway. In addition, EOC testing is being conducted. Everyone is looking forward to the Christmas break.

**Adjournment**

Dr. Fields thanked everyone for their support and continued work. She hoped for an enjoyable and Merry Christmas and looked forward to seeing everyone in the New Year. Meeting adjourned at 9:55 a.m.