**Richland One Middle College Board of Directors**

**Midlands Technical College Beltline Campus**

**Via MicroSoft Teams (Video Conference)**

**Email** **Erica.fields@richlandone.org** **for login details.**

**November 9, 2022 8:30 a.m.**

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

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

**District Staff:**  None

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

**Call to Order**

Dr. Erica Fields welcomed everyone and called the meeting to order at 8:32 a.m., via Microsoft Teams.

**Invocation**

The invocation was given by Dr. Erica Fields.

**Roll Call and Establishment of Quorum**

Mrs. Sherry Wright Moore conducted the roll call and a quorum was noted by Dr. Fields.

**Consent Agenda (Action)**

Dr. Fields asked the Board to review and give consent to the agenda. As a result, Mrs. Dixon made a motion to accept agenda as presented. Motion was seconded by Mrs. Moore and passed unanimously.

\*In addition, as a result of the budget adjustment information provided in the financial report, Dr. Fields made the motion to add the Security Monitor position to the agenda as an action item. The motion was seconded by Mrs. Dixon and unanimously passed.

**Public Comments\***

No Public Comments.

**Approval of September Minutes (Action)**

Dr. Fields made a motion to accept the Minutes from the October 22, 2022, meeting as provided. The motion was seconded by Dr. Dunn and the motion passed unanimously.

**September 2022 Financial Reports (Information)**

Ms. Denise Hopkins of Prestige School Solutions reviewed the October 2022 Financials. Denise shared that she and Dr. Brabham met and made a few expense adjustments. These adjustments included a security monitor position. As a result, this made the budget more in line with what is actually happening:

 Total Assets – $1,037,818

 Payables – $ 70,277.27

 Total Fund Balance - $884,986.29

1. **New Business**
2. *\****Security Monitor Position (Action)** *Agenda Amended*

The Security Committee recommended for ROMC to provide additional security for the students. Although there has not been major altercations, Dr. Brabham indicated that she weighed the difference between an SRO and Campus Monitor. She stated that the campus monitor would have more flexibility to help with security for students and activities on campus. She also stated that MTC has policing as well as a campus security team. Dr. Brabham noted that this position will be an employee of ROMC and will operate under the same district security job description. Dr. Dunn made a motion to approve Dr. Brabham’s request for a new Security Monitor position. The motion was seconded by Mrs. Moore and unanimously passed.

1. **FY 23 45-Day Budget Adjustments (Action)**

Denise shared the new funding model with the Board. She also indicated that the FY’23 45-day count increased from $1,148,000 to $1,416,000. This is based on 77 students. Denise shared that she believe that the funds from the state will also provide for an increase; however, these funds will not be released until closer to the end of the year. This will additionally increase the bottom line.

The budget adjustments include a Campus Monitor position, an increased line item for marketing, and to update furniture in two classrooms. One of the classroom will be made into a science classroom and the other will be a regular classroom with new furniture.

Mrs. Moore made the motion to accept the 45-day budget adjustments with the items discussed. The motion was seconded by Mrs. Dixon and unanimously passed.

1. **Marketing Company Bids**

Dr. Brabham shared with the Board that the Marketing Committee met and discussed marketing ideas and plans for ROMC. She further stated that the committee discussed looking at outside marketing companies to help ROMC with this effort. Dr. Brabham stated that two companies submitted bids and she suggested having the Board review and discuss proposals. After considerable discussion, the Board agreed for the Marketing Committee to review the bids and to make a recommendation (with justification) to the Board. As a result, the Board also agreed to be available November 30th to meet, discuss and vote on the committee’s recommendation. Dr. Brabham noted that two more bids were received, making it a total of four bids to review.

1. **Old Business**
2. **School Updates (Information)**

Dr. Brabham provided calendar of events for November to members. She thanked the Board for their assistance with ROMC receiving an “Excellent” rating on the State Report Card. ROMC will host Celebration of Excellence event on November 11at 10:30 a.m. in the Student Center. She asked for any Board members that plans to attend please contact her to ensure parking is provided. Board members expressed appreciation for the hard work that Dr. Brabham and staff are doing and for the wonderful state recognition.

**B. FY 22 Audit-Account Balances and FDIC (Action)**

Dr. Brabham informed the Board that she met with Bank of America regarding the FDIC regulations and discussedthe various operational accounts that ROMC must open. As a result, she was referred to Merrill Lynch. (Board was reminded that the various savings accounts information was provided by email earlier.) Dr. Brabham requested approval to move forward to open wealth management savings accounts as needed to address the concerns in the audit report. Dr. Tracy Dunn moved to accept Dr. Brabham’s recommendation to open the necessary accounts. The motion was second by Dr. Gilmer and unanimously passed.

At this point, Dr. Fields had to leave meeting due to another commitment and Dr. Dunn, Vice Chairperson, presided over the remaining meeting.

**C. Charter Renewal (Information)**

Dr. Brabham shared that a meeting to present the charter renewal information is scheduled for today with the Superintendent and Cabinet, and she will provide follow-up to the Board. In addition, Board members will receive a copy of the presentation.

**Adjournment**

Mrs. Leeper made a motion to adjourn the meeting. Motion was seconded by Mrs. Moore and unanimously passed. Meeting adjourned at 9:33 a.m.