

## **College Board Orientation Meeting Minutes** **Aug. 12, 2021, 3 pm**

### **Board Members Present**

- John Butler
- Cappie Hull
- David Metz
- John Matherly
- Debbie Callison
- Kelly Blosser
- Mary Louise Leake
- Cathy Welsh

### **Members Absent**

- Janet Ewing
- Sandra Hernandez
- Vermell Grant

### **College Staff in Attendance**

- Dr. John Downey
- Dr. Bob Young
- Cynthia Page
- Amy Kiger
- Sandi Belcher

### **Welcome and Introductions**

Dr. Downey welcomed everyone and had each person introduce themselves.

### **Icebreaker Activity**

Sandi Belcher led the group in an icebreaker activity.

### **Overview of Blue Ridge Community College and Purpose of the Board**

Dr. Downey shared a Governance Overview slide presentation that highlighted Board responsibilities and duties.

### **Importance of Involvement**

Dr. Downey emphasized the importance of regularly attending board meetings and participating in board activities. He encouraged them to attend college functions and went over those with invitations.

### **Role of Board Members**

Dr. Downey went over the guidelines for board members, sharing a PowerPoint presentation that gave an overview of state board policies for the college local board and facilities.

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He then asked two longer term board members, John Matherly and Debbie Callison, to share some of their insights and experiences as a board member.

**Description of Committees**

**Finance Committee:** Ms. Page described some of the duties related to serving on the Finance Committee

**Curriculum Committee:** Dr. Young described some of the duties related to serving on the Curriculum Committee.

**FOIA and Conflict of Interest**

Dr. Downey highlighted important points of Public Records and Conflict of Interest and then went more in depth on the subject of FOIA, sharing a PowerPoint presentation that explained the responsibilities and expectations of board members with regard to freedom of information to the general public, as well as details about how a meeting between board members is defined.

**Board Election Process**

Dr. Downey explained how the election process works and when these would take place.

**Update from Chancellor's Retreat**

Dr. Downey explained about the Chancellor's Retreat and asked board members John Butler and Debbie Callison to relate their experiences in attending the retreat.

The meeting was adjourned at 4:30 p.m.

*Respectfully submitted by Sandi Belcher 8/13/21*

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