

**J. SARGEANT REYNOLDS COMMUNITY COLLEGE  
BOARD MEETING**

**October 1, 1998**

**Minutes No. 273**

The J. Sargeant Reynolds Community College Board met on Thursday, October 1, 1998, at the Central Administration Building, 1701 East Parham Road. Chairman Ginn called the meeting to order at 12:10 p.m.

Present were:

James E. Copp - Hanover County  
J. Douglas Freeman - Henrico County  
L. H. Ginn, III - City of Richmond  
Connie Moslow, Powhatan County  
Michael Parrish - Goochland County  
Harlan F. Seymour - Henrico County  
H. B. Snyder, Jr. - Henrico County  
C. Eugene White - Hanover County

Absent were:

A. G. Johnson - Louisa County  
David L. Maiden - Henrico County  
Kenneth M. Perry - City of Richmond  
LaVerne Byrd Smith - City of Richmond  
Dale Wiley - City of Richmond

Staff Present:

Diane Brasington  
S. A. Burnette  
Joanna Hanks  
Judy Harris  
Nancy O'Donnell  
Tom Overby  
F. W. Taylor

Guest

Robert Seidensticker, State Board

Mr. Ginn recognized and welcomed the new board member representing Powhatan County, Mrs. Connie Moslow.

Also, Mr. Ginn presented a gift of appreciation from the Board to Harlan Seymour for his service to the Board as its chairman for two years.

#### MINUTES

Chairman Ginn stated that the minutes of the September 3, 1998, meeting of the Board were mailed to the members and asked if there were any additions or corrections to these minutes.

**Upon a motion by Mr. Snyder and seconded by Mr. Parrish, the minutes of the September 3, 1998, meeting of the Board were approved as mailed. The motion carried 8-0-0.**

#### FACULTY SENATE

Ms. O'Donnell distributed and reviewed her report (Attachment A).

#### CAMPUS REPORT

The Combined Campus Report was distributed and reviewed by Dr. Overby (Attachment B).

#### ECONOMIC DEVELOPMENT AND EXTENDED STUDIES REPORT

Dr. Hanks distributed and reviewed the Economic Development & Extended Studies report (Attachment C).

#### DEVELOPMENT AND PUBLIC RELATIONS REPORT

Mrs. Brasington stated that the college is looking at developing a new college logo. Also, the self-study office is well underway in preparing for the SACS team visit in April 1999.

#### LOCAL FUNDS STATEMENT

Mr. Taylor reviewed the Local Funds Accounts for the period ending August 31, 1998 (Attachment D).

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### BOARD COMMITTEE REPORTS

**Finance Committee**—Chairman Ginn presented the 1999-2000 Board Operating Budget and the 1998-2000 Capital Budget Request (Attachment E and F). After discussion by the Board, the following motion was made:

**Upon a motion by Mr. Copp and seconded by Mr. Seymour, the Board approved the 1999-2000 Board Operating Budget and 1998-2000 Capital Budget Request as presented. The motion carried 8-0-0.**

Chairman Ginn stated that the cost to develop a software package for the scholarship office exceeded the budgeted amount by \$1,800. It is requested that the Board appropriate funds from vending funds to cover the cost of the software package.

**Upon a motion by Mr. Copp and seconded by Mr. Seymour, the Board approved \$1,800 to cover the cost of the software package for the scholarship office. The motion carried 8-0-0.**

### INFORMATION ITEMS

1. Dr. Burnette brought the Board up-to-date on the negotiations with VCU with reference to the transfer of property.
2. Dr. Burnette stated that the college was proceeding to formalize a request of transfer of property adjacent to the Downtown Campus owned by the City of Richmond. The property is to be used for parking.
3. The drawings for the Parham Road Campus Bookstore are at the Department of General Services for review. Hopefully, the college will be able to award a contract for this project by June 1, 1999, with project completion by December 1999.
4. Dr. Burnette said that he would be sending information to Board members about the college's legislative program for 1999.

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ADJOURNMENT

There being no further business, Mr. Ginn adjourned the meeting at 1:00 p.m.

S. A. Burnette, Secretary

L. H. Ginn, III, Chairman