

**BOARD OF TRUSTEES  
THREE RIVERS COLLEGE  
February 17, 2021**

The regular meeting of the Board of Trustees began at 12:00 p.m. via Zoom on Wednesday, January 20, 2021.

**CALL TO ORDER**

After Roll Call, those present included: Trustees: Dr. Amber Richardson, chair; Gary Featherston, vice-chair; Chris Williams, secretary; Eric Schalk, treasurer; Darren Garrison, member; Dr. Tim Hager, member; and college administrators: Dr. Wesley Payne, president; Mark Richardson, College Attorney; Janine Heath, recording secretary; Charlotte Eubank; CFO.

**ATTENDANCE**

Trustee Richardson delivered the invocation.

**INVOCATION**

Trustee Schalk made a motion to approve the agenda. On a second by Trustee Hager, the motion passed unanimously.

**APPROVAL OF BOARD  
MEETING AGENDA**

Trustee Garrison made the motion to approve the January Board Meeting Minutes. With a second by Trustee Hager, the motion passed unanimously.

**APPROVAL OF THE  
JANUARY BOARD MEETING  
MINUTES**

Charlotte reviewed the Budget to Actuals as of the end of January 2021. At 58% into the year we have recognized 79% of budgeted revenues and have obligated 52% of our budgeted expenses.

**FINANCIAL REPORT**

Budget amendments were discussed which have occurred throughout the fall with corrections to budgeted expenses.

Trustee Schalk made the motion to accept the report and the bid recommendation as presented. With a second by Trustee Featherston, the motion passed unanimously.

There was no president's report.

**PRESIDENT'S REPORT**

**ITEMS FOR  
CONSIDERATION,  
DISCUSSION, AND VOTE**

Dr. Payne and Charlotte Eubank explained the plan revisions that include a tiered tuition plan, elimination

**CONSIDERATION AND  
VOTE ON REVISIONS TO**

of course fees and the introduction to material fees.

THE TUITION PLAN

Trustee Garrison made the motion to approve the revisions as presented. With a second by Trustee Featherston the board was polled as follows: Trustee Hager, yes; Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, yes; Trustee Featherston, yes; Trustee Richardson, yes.

Dr. Payne explained the need to further develop our on-line courses to provide consistency to the students. This contract will be paid by CARES funds.

CONSIDERATION AND  
VOTE ON THE SYMBIOSIS  
CONTRACT – ON-LINE  
COURSE DEVELOPMENT

Trustee Featherston made the motion to authorize Dr. Payne to execute the contract with Symbiosis. With a second by Trustee Schalk the board was polled as follows: Trustee Hager, yes; Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, yes; Trustee Featherston, yes; Trustee Richardson, yes.

Trustee Schalk made the motion to accept the personnel actions and associated documents as presented. With a second by Trustee Hager the board was polled as follows: Trustee Hager, yes; Trustee Garrison, yes; Trustee Schalk, yes; Trustee Williams, yes; Trustee Featherston, yes; Trustee Richardson, yes.

CONSIDERATION AND  
APPROVAL OF ALL  
PERSONNEL ACTION AND  
ASSOCIATED DOCUMENTS

There being no further business, Trustee Garrison made the motion to adjourn the meeting at 12:20 p.m. and with a second by Trustee Featherston, the motion passed unanimously.

ADJOURNMENT



CHAIRMAN

3/16/2021

APPROVAL DATE



SECRETARY

3/16/2021

APPROVAL DATE