



**BOARD OF TRUSTEES**  
**Regular Meeting Agenda**

April 4, 2025 | 12:35 p.m.  
Alamance Country Club  
Alamance Ballroom  
3007 N. Fairway Drive | Burlington, NC

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- I. Call to Order**
  - II. Call for Conflicts of Interest**
  - III. Presentation**
  - IV. Minutes** (Chair Emmons)
    - A. Board of Trustees regular meeting, March 10, 2025 \* **pp 1-7**
    - B. Building and Grounds Committee meeting, March 5, 2025 **pp 8-10**
    - C. Personnel Committee meeting, March 5, 2025 **pp 11-13**
    - D. Budget and Finance Committee meeting, March 7, 2025 **pp 14-16**
  - V. Committee Reports**
    - A. Personnel Committee Report** (Dr. Crisp)
      - 1. Employment reports
        - a. Workforce analysis report for March 2025 **p 17**
    - B. Building and Grounds Committee Report** (Mr. Gomory)
      - 1. Recommendations for approval
        - a. Public Safety Training Center burn building and site work contracts awards **pp 18-20**
      - 2. Capital project summary report **pp 21-22**
      - 3. Capital project budget update for March 2025 **p 23**
    - C. Budget and Finance Committee Report** (Mr. Glidewell)
      - 1. Financial report for March 2025 **pp 24-30**
  - VI. Other Reports**
    - A. SGA Report** (Ms. Hooten) - No report
    - B. Chair's Report** (Chair Emmons)
      - 1. Board Self-Evaluation for 2024-25  
(See email from Ana Fleeman [coming later this week] to complete the evaluation electronically - due April 18, 2025.)
      - 2. Reminder: Trustee terms expiring June 30, 2025
        - a. Senator Tony Foriest – Governor appointment (now General Assembly)
        - b. Dr. Roslyn Crisp – Board of Education appointment (now General Assembly)
        - c. Mr. Steve Carter – Board of Commissioners appointment
      - 3. Statement of Economic Interest (SEI) and ethics education

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\* Requires Board of Trustees Action

- a. SEI filing due April 15, 2025  
(see <https://ethics.nc.gov/seis/regular-filers> to file)
- b. Report of ethics education **p 31**

**C. Staff Association Report** (Ms. Brehler)

**D. President's Report** (Dr. Ingle)

1. Public Safety Training Center Ribbon Cutting Ceremony is July 24, 2025, 3:00 pm
2. The Gatewood Atrium Ribbon Cutting will be held May 12, 2025, at 3:30 pm.
3. Sound Fiscal Management Practices Report from the NCCCS **p 32**
4. Update- 2025 Reinhartsen Run 5K held March 15, 2025
5. Update- Community College Day at the Legislature/NCACCT Law-Legislative Seminar held March 19-21, 2025
6. NCMPR Award (bronze award)

**E. Handouts**

**F. Announcements** (Chair Emmons).

1. The Gatewood Atrium Ribbon Cutting will be held May 12, 2025, at 3:30 pm.
2. ACC Commencement June 13, 2025, Elon University, 7:00 p.m.

**VII. Adjournment**



## BOARD OF TRUSTEES

### Regular Meeting Minutes

March 10, 2025 | 6:00 p.m.  
Wallace W. Gee Building | G-222  
1247 Jimmie Kerr Rd. | Graham, NC

A regular meeting of the Alamance Community College (ACC) Board of Trustees (Board) was held on March 10, 2025, in the Wallace W. Gee Building, Room G-222, on the Carrington-Scott Campus in Graham, NC.

#### Call to Order

Ms. Emmons called the meeting to order at 6:01 p.m. and welcomed everyone to the meeting.

#### Attendance

The following trustees were present:

- Ms. Julie Scott Emmons, Chair
- Mr. James Butler
- Mr. Steven Carter
- Dr. Roslyn Crisp
- Senator Anthony Foriest
- Mr. Powell (Pete) Glidewell, III
- Mr. William Gomory
- Ms. Tammy Karnes
- Ms. Sylvia Muñoz
- Mr. Ken Walker
- BG(R) Blake Williams
- Dr. Ken Ingle, President & Secretary to the Board of Trustees

Absent:

- Azalea Hooten, Student Trustee

Guests:

- Katherine Hackney, Student Government Association Vice President
- Kristy Bailey, Reporter, Alamance News

Also present for the meeting were:

- Ms. Ana Fleeman, Executive Assistant and Board Liaison
- Dr. Connie Wolfe, Executive Vice President
- Dr. Lisa Johnson, Vice President of Student Learning/CAO
- Ms. Carolyn Rhode, Vice President of Institutional Advancement
- Ms. Elizabeth Thomas, Vice President of Business and Finance/CFO

- Mr. Justin Snyder, Vice President of Workforce & Economic Development
- Mr. Frank Longest, Board Attorney
- Ms. Elizabeth Brehler, Associate Vice President of Student Services
- Ms. Valerie Fearington, Director of Human Resources
- Mr. Thomas Hartman, Associate Vice President of Admin Services and Facilities
- Ms. Sarah Hardin, Associate Vice President of Communications & Public Affairs

## **Quorum**

The Board determined that a quorum was present.

## **Call for Conflicts of Interest**

Chair Emmons called for conflicts by reading the following statement:

In accordance with North Carolina General Statute 138A, the State Government Ethics Act, it is the duty of every Alamance Community College Board of Trustees member to avoid both conflicts of interest and appearances of conflict. If any Board member has any known conflict of interest or appearance of conflict with respect to any matters coming before the Board today, please identify the conflict or appearance of conflict and refrain from any undue participation in the particular matter involved.

No conflicts of interest or appearances of conflict were noted.

## **Employee Introductions**

No employees were introduced

## **Special Introductions**

Dr. Ingle Introduced Katherine Hackney as the Vice President of the Student Government Association. He welcomed her and thanked her for joining us in the absence of Ms. Azelea Hooten, our SGA President and Student trustee, to deliver the SGA report.

## **Minutes**

Chair Emmons called for a motion to approve the minutes of the Board of Trustees' regular meeting held on February 13th, 2025. Mr. Carter moved, and Mr. Butler seconded to approve the minutes as submitted. The minutes were unanimously approved.

The following committee meeting minutes were also included in the packet for informational purposes:

- Building and Grounds Committee meeting, February 5th, 2025
- Budget and Finance Committee meeting, February 7th, 2025

## **Committee Reports**

Chair Emmons called for committee reports.

### **Report of Personnel Committee**

Dr. Crisp reported that the committee met on March 5, 2025. She shared three informational items.

#### Employment report for February 2025

Dr. Crisp presented the Workforce Analysis, highlighting ACC's full-time workforce of 248 employees, with a majority aged 40+, predominantly female, and primarily White, followed by African-American, Hispanic, and other minorities.

#### Separations report for July 1-December 31, 2024

In accordance with the *Policy 6.2.12 Sound Fiscal and Management Practices*, Dr. Crisp reported that the Personnel Committee reviewed the separations report.

#### Vacancies report

In accordance with the *Policy 6.2.12 Sound Fiscal and Management Practices*, Dr. Crisp reported that the Personnel Committee reviewed the separations report.

### **Report of Building and Grounds Committee**

Mr. Gomory shared that the committee met on March 5, 2025. He presented four informational items.

#### Capital project summary report

Mr. Gomory presented an update on Bond and Capital Improvement Projects. At the Green Level Site of the Public Safety Training Center, progress continues with electrical panels and fixtures installed, but delays in permanent power are affecting interior finishes. The firing range is progressing, with acoustic panels and bullet-resistant doors installed. Permits for the water/sewer extension are pending, impacting occupancy. Completion is expected by June 25, 2025. At the Burlington Site, the project has been re-bid, with bids due March 11, 2025. The Campus Exterior Wayfinding Project faces installation delays due to pending signage parts. The Veterinary Medical Technology Barn Project's schematic design meetings are ongoing, and the Third Floor Biotechnology COE Upfit Project has established a committee chaired by Dr. Lisa Johnson. The Facilities Master Plan Revision is in progress, with stakeholder feedback collected and final results expected by late April or early May.

#### Public Safety Training Center Update

Mr. Gomory shared a presentation of photos of the Public Safety Training Centers progress.

#### Capital project budget update for February 2025

Ms. Elizabeth Thomas presented the budget update provided in the packet.

#### Capital project change orders signed by the President

Mr. Gomory shared the capital project change orders signed by the President and directed the Board to review the packet.

### **Report of Budget and Finance Committee**

Mr. Glidewell reported that the committee met on March 7, 2025. He presented two action items and three informational items.

#### County budget request for fiscal year 2026 \*

Mr. Glidewell reported that Alamance Community College is requesting \$5,224,453 in county current expense funding and \$626,000 in capital outlay funding, totaling \$5,850,453. The increase addresses rising operational costs due to projected inflation and the expansion of facility maintenance and staffing. FY26 includes utility and maintenance costs for the Public Safety Training Center and a 3 percent increase in the facilities maintenance agreement. Capital funding priorities include maintaining safe facilities, HVAC upkeep, and acquiring a fleet vehicle and utility truck. Mr. Glidewell moved on behalf of the Budget and Finance Committee to approve the County budget request for fiscal year 2026 as presented. Motion carried by unanimous vote.

#### Local Fee Schedule 2025-26 academic year \*

Mr. Glidewell reported that Dr. Ingle presented the fee schedule, highlighting changes to benefit students by bundling costs for required materials, resulting in cost savings through bulk purchasing. This ensures students have access to necessary class materials. Mr. Glidewell moved on behalf of the Budget and Finance Committee to approve the Local Fee Schedule 2025-26 academic year as presented. Motion carried by unanimous vote.

#### Financial report for February 2025

Ms. Thomas presented the information on the February 2025 financial report shared in the packet. With 67 percent of the fiscal year complete, 58 percent of the total state budget and 67 percent of the total county budget had been expended.

#### ACC Financial Statement Audit Report for the Year Ending June 30, 2024

Mr. Walker shared that Mr. Lee Grisson, CPA, S. Preston Douglas & Associates, LLP, presented the findings of the ACC Financial Statement Audit Report for the Year Ending. He noted the report can be found in the packet.

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\* Requires Board of Trustees Action

## ACC Foundation Financial Statement Audit Report for the Year Ended June 30, 2024

Mr. Walker shared that Ms. Carolyn Rhode, Vice President, Institutional Advancement, presented the findings of the ACC Foundation Financial Statement Audit Report for the Fiscal Year June 30, 2024. He noted the report can be found in the packet.

### **Other Reports**

#### **SGA Report**

In the Absence of Ms. Hooten, Ms. Katherine Hackney provided an update on recent SGA activities.

Ms. Hackney reported that the SGA is holding Executive Board elections for the 2025-2026 academic year from March 10 to March 23, with candidates running for President, Vice-President, and Public Relations Specialist. The next SGA General Assembly meeting is scheduled for March 12. Additionally, the SGA Executive Board will attend the N4CSGA Spring Conference in Raleigh from March 21 to 23, participating in leadership workshops, networking, and business meetings.

#### **Chair's Report**

Chair Emmons shared the following informational items.

Chair Emmons announced that the April regular meeting has been rescheduled to April 4, 2025, at 12:35 p.m. to coincide with the Board of Trustees Annual Planning Session.

Chair Emmons reminded the Board that the following Trustee terms will expire on June 30, 2025:

- Senator Tony Foriest (Governor appointment, now General Assembly)
- Dr. Roslyn Crisp (Board of Education appointment, now General Assembly)
- Mr. Steve Carter (Board of Commissioners appointment)

Chair Emmons also noted the Statement of Economic Interest (SEI) and ethics education requirements. SEI filings are due by April 15, 2025. She also directed the board to the ethics education report in the packet.

#### **Faculty Affairs Committee Report**

Ms. Snell gave a general update of the Faculty Affairs committee.

#### **President's Report**

Dr. Ingle presented the President's Report. Mr. Longest, the Board Attorney, asked that the Board of Trustees vote to accept the Continuing Education Internal Audit Plan (IAP) Report for Fall 2024

## Request to amend ACC Forward Strategic Plan 2022-2027\*

Dr. Ingle requested that the Board approve the request to amend the ACC Forward Strategic Plan. Chair Emmons called for a motion to approve the request to amend as presented. Mr. Butler moved, and Mr. Carter seconded the motion. Motion carried by unanimous vote.

Dr. Ingle shared that the proposed date for the Public Safety Training Center Ribbon Cutting Ceremony is July 24, 2025, with the time to be determined. He directed everyone's attention to the packet to review the VISTA Program details, noting they are outlined on pages 133-138. He also announced that the New Trustee Orientation will take place on March 14, 2025, and all Trustees are welcome to attend. Additionally, the Gatewood Atrium Ribbon Cutting Ceremony is scheduled for May 12, 2025, at 3:30 p.m.

## **Announcements**

Chair Emmons directed the trustees to review the following announcements.

- 2025 Reinhartsen Run 5K March 15 , 2025, Carrington-Scott Campus, 9:00 a.m.
- Community College Day at the Legislature, March 19, 2025, Raleigh, 10:30 a.m.-4:00 p.m.
- NCACCT Law-Legislative Seminar, March 19-21, 2025, Raleigh
- Board of Trustees Annual Planning Session April 4, 2025, Alamance Country Club, Burlington, 8:15 a.m.
- April regular meeting rescheduled to April 4, 2025, at 11:30 a.m. to align with the Board of Trustees Annual Planning Session
- ACC Commencement, June 13, 2025, Elon University, 7:00 p.m.

## **Handouts**

N/A

## **Closed Session**

Chair Emmons announced that the Board of Trustees will go into Closed Session to discuss and recommend the renewal and extension of President Dr. Kenneth Ingle's Employment Contract, subject to modifications based on State and County funding and recommendation for approval by the State Board of Community Colleges to reelect the President beginning July 1, 2025, and ending June 30, 2028, pursuant to N.C.G.S. §143-318.11(5)(ii). Mr. Gomory made a motion to enter closed session, and Mr. Walker seconded the motion. Motion carried unanimously.

The Board of Trustees went into closed session at 6:58 pm. Attendees were directed to wait outside the boardroom. It was shared that the Board would return to an open

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\* Requires Board of Trustees Action



session before adjourning.

At 8:10 pm, the Board of Trustees returned to the regular meeting session, announcing that during the closed session, they discussed the recommendation to renew and extend President Dr. Kenneth Ingle's Employment Contract, subject to modifications based on State and County funding and recommendation for approval by the State Board of Community Colleges to reelect the President beginning July 1, 2025, and ending June 30, 2028.

Following brief discussion, Mr. Carter moved and Mr. Butler seconded that the Board of Trustees renew and extend President Dr. Kenneth Ingle's Employment Contract, subject to modifications based on State and County funding and approval by the State Board of Community Colleges to reelect the President beginning July 1, 2025, and ending June 30, 2028. Motion carried by unanimous vote.

### **Adjournment**

Having no further business to discuss, Chair Emmons called for a motion to adjourn the meeting. A motion was made by General Williams and seconded by Mr. Gomory. The meeting adjourned at 8:13 p.m.

Respectfully submitted,

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Kenneth Ingle, Ed.D.  
President & Secretary to the Board of Trustees



**Board of Trustees**  
**Building and Grounds Committee**

March 5, 2025 | 9:00 a.m.

Videoconference

Minutes

**IMPORTANT:** This meeting will be conducted via videoconference. The videoconference will originate from Alamance Community College, Office of the President, Wallace W. Gee Building, 1247 Jimmie Kerr Road, Graham, NC.

**INSTRUCTIONS:** To participate in the Zoom videoconference:

- Click on the following URL and follow the prompts:  
<https://alamancecc-edu.zoom.us/j/94618500774?pwd=bk1EN1FOSzFBY3lPcmhpcZW05YnlzZz09>
- If you choose not to use Zoom's computer audio, you may call in by phone **301.715.8592** or **305.224.1968** and enter the **Meeting ID:** 946 1850 0774 and **Passcode:** 063146

**I. Call to Order**

Mr. Gomory called the meeting to order at 9:02 am

**Attendance**

Trustees Present:

Mr. Bill Gomory, Chair

Mr. Steve Carter

Mr. Pete Glidewell

Dr. Kenneth Ingle, Secretary to the Board of Trustees

**Also present for the meeting were:**

Mr. Thomas Hartman, Associate Vice President of Facilities & Administrative Services

Ms. Elizabeth Thomas, Vice President of Business & Finance

Ms. Ana Fleeman, Board Liaison

Ms. Stephanie Waters, Finance Coordinator

**II. Call for Conflicts of Interest**

Mr. Gomory called for conflicts of interest by reading the following statement:

*In accordance with North Carolina General Statute 138A, the State Government Ethics Act, it is the duty of every Alamance Community College Board of Trustees member to avoid both conflicts of interest and appearances of conflict. If any Committee member has any known conflict of interest or appearance of conflict with respect to any matters coming before the Committee today, please identify the conflict or appearance of conflict and refrain from any undue participation in the particular matter involved.*

No conflicts were identified

**III. Informational Items**

A. Capital project summary report

Mr. Hartman presented the March 2025 summary of Bond and Capital Improvement Projects. At the Green Level Site for the Public Safety Training Center, work on the administration/classroom building is progressing with electrical panels, overhead lighting, and restroom fixtures installed. However, the project is delayed due to the building still waiting for permanent power to complete the interior finishes. At the firing range, acoustic wall panels, bullet-resistant doors and frames, and plumbing fixtures have been installed. The training tower is up, and Samet is awaiting permits from NCDOT and NCDEQ for the water/sewer extension. This has caused delays, pushing back the occupancy of the administration building and firing range to June 25, 2025. The Burlington Site project has been posted for re-bid, with bids due by March 11, 2025, and direct quotes are being sought for reduced site work to be coordinated with the tower installation.

For Capital Projects, the Campus Exterior Wayfinding Project has been delayed due to a wait for signage parts, but installation should begin in early March. The Veterinary Medical Technology Barn Project is moving forward with stakeholder meetings, and the next one is scheduled for March 14, 2025. There is no update on the Eastbound Interchange Exit 150 Project or the Technology Infrastructure Replacement Project. The Facilities Master Plan Revision is progressing, with the final results expected by late April or early May.

#### B. Public Safety Training Center Update

Mr. Hartman shared a slide show of the progress of the Public Safety Training Center

#### C. Capital project budget update for February 2025

Ms. Thomas shared the highlighted numbers in the packet.

#### D. Capital project change orders signed by the President

Mr. Hartman presented a summary of change orders for the Public Safety Training Center project as follows: On February 4, 2025, a change order with Samet Corporation was approved to replace horizontal blinds with window shades, install site lighting and controls for the driving pad, and substitute the roof coping with Elevate roof coping and MRS Rapid Lock Fascia, amounting to \$73,106.90. On February 12, 2025, another change order was approved, which included providing power and lighting for the Training Tower, upgrading to a traditional intercom system at the Firing Range, reconfiguring the firing range safety ceiling to allow for mechanical and electrical clearance, and implementing electrical power data changes, totaling \$34,562.38. Finally, on February 25, 2025, a change order was signed to replace gravel with asphalt paving at the Firing Range and Pavilion parking areas, at a cost of \$94,460.00.

### **IV. Other Business**

Next meeting of the Building and Grounds Committee

After General Discussion, it was decided that the next Building and Grounds Committee will be held on April 2, 2025, at 9:00 a.m.

**V. Adjournment**

Having no further business to discuss, the meeting adjourned at 9:32 a.m.



**IMPORTANT:** This meeting will be conducted via videoconference. The videoconference will originate from Alamance Community College, Office of the President, Wallace W. Gee Building, 1247 Jimmie Kerr Road, Graham, NC.

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- If you choose not to use Zoom's computer audio, you may call in by phone **301.715.8592** or **305.224.1968** and enter the **Meeting ID:** 938 9460 6215 and **Passcode:** 846911

**I. Call to Order**

Dr. Crisp called the meeting to order at 4:02 p.m

**Attendance**

**Trustees Present:**

Dr. Roslyn Crisp, Chair

Mr. Jim Butler

BG (R) Blake Williams

Dr. Kenneth Ingle, Secretary to the Board of Trustees

Julie Scott Emmons, Chair of the Board of Trustees

**Also present for the meeting were:**

Ms. Ana Fleeman, Executive Assistant & Board Liaison

Ms. Stephanie Waters, Finance Coordinator

Ms. Valerie Fearrington, Human Resources Director

**II. Call for Conflicts of Interest**

Dr. Crisp called for conflicts by reading the following statement:

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No Conflicts

### **III. Closed Session**

The Personnel Committee will go into Closed Session pursuant to N.C.G.S. §143-318.11(5)(ii) to discuss and recommend pertinent compensation points in the Contract between Alamance Community College Board of Trustees and Dr. Kenneth Ingle, III, the current College President, to commence renewal employment beginning July 1, 2025, and ending June 30, 2028.

Mr. Butler moved and General Williams seconded that the Committee go into Closed Session pursuant to N.C.G.S. §143-318.11(5)(ii) to discuss and recommend pertinent compensation points in the Contract between Alamance Community College Board of Trustees and Dr. Kenneth Ingle, III, the current College President, to commence renewal employment beginning July 1, 2025, and ending June 30, 2028. Motion passed by unanimous vote.

All participants in the meeting, with the exception of the Committee members and Ms. Fleeman, were moved to the Zoom virtual waiting room.

Upon return to the regular meeting session, all participants in the waiting room were moved to the Zoom meeting session.

### **IV. Action Items**

- A. Recommendation for the Board of Trustees to approve the pertinent compensation points in the Contract between Alamance Community College Board of Trustees and Dr. Kenneth Ingle, III, the current College President, to commence renewal employment beginning July 1, 2025, and ending June 30, 2028. \*

Dr. Crisp shared that the committee discussed in closed session details of the compensation points in the Contract between Alamance Community College Board of Trustees and Dr. Kenneth Ingle, III. Dr. Crisp called for a motion to recommend the renewal of Dr. Ingle's contract beginning July 1, 2025, and ending June 30, 2028. Mr. Butler moved, and General Williams seconded to recommend the renewal of Dr. Ingle's contract beginning July 1, 2025, and ending June 30, 2028. Motion passed by unanimous vote.

### **V. Informational Items**

- A. Employment reports
  - 1. Workforce analysis report for February 2025  
Dr. Crisp shared the employment report and noted no significant changes in demographics.
  - 2. Separations report for July 1-December 31, 2024  
Ms. Fearrington presented the separation report for July - December 2024

3. Vacancies report

Ms. Fearrington presented the vacancy report, noting that most of the open positions are in the process of being filled, with hiring committees assigned and interviews underway.

**VI. Other Business**

**VII. Adjournment**

Having no further business to discuss, the meeting adjourned at 4:45 p.m



**Board of Trustees  
Budget and Finance Committee  
Minutes**

March 7, 2025 | 9:30 a.m.  
Videoconference

**IMPORTANT:** This meeting will be conducted via videoconference. The videoconference will originate from Alamance Community College, Office of the President, Wallace W. Gee Building, 1247 Jimmie Kerr Road, Graham, NC.

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- If you choose not to use Zoom's computer audio, you may call in by phone **305.224.1968** or **309.205.3325** and enter the **Meeting ID:** 997 8023 1533 and **Passcode:** 016935

**I. Call to Order**

Mr. Glidewell called the meeting to order at 9:30 a.m.

**Trustees Present:**

Mr. Powell Glidewell, Chair

Mr. Ken Walker

Mr. Steve Carter

Dr. Kenneth Ingle, Secretary to the Board of Trustees

**Also present for the meeting were:**

Ms. Elizabeth Thomas, Vice President of Business & Finance

Ms. Stephanie Waters, Finance Coordinator

Ms. Carolyn Rhode, Vice President, Institutional Advancement

Mr. Lee Grisson, CPA, S. Preston Douglas & Associates, LLP

**II. Call for Conflicts of Interest**

Mr. Glidewell called for conflicts by reading the following statement:

*In accordance with North Carolina General Statute 138A, the State Government Ethics Act, it is the duty of every Alamance Community College Board of Trustees member to avoid both conflicts of interest and appearances of conflict. If any Committee member has any known conflict of interest or appearance of conflict with respect to any matters coming before the Committee today, please identify the conflict or appearance of conflict and refrain from any undue participation in the particular matter involved.*

No Conflicts were identified



### III. Action Items

#### A. County budget request for fiscal year 2026 \*

Ms. Thomas shared that Alamance Community College is requesting \$5,224,453 in county current expense funding and \$626,000 in county capital outlay funding, totaling \$5,850,453. The request addresses increased operational costs due to a projected 2.8 percent rise in expenses for the South Region in 2025, as forecasted by the U.S. Bureau of Labor Statistics. This increase will impact costs related to expanded facility maintenance and staffing, including state retirement, health insurance, and longevity. The fiscal year 2026 budget also accounts for utility and maintenance costs for the Public Safety Training Center and a 3.0 percent increase in the College's facilities maintenance agreement.

Priority capital funding focuses on maintaining safe, functional facilities, including HVAC system upkeep and acquiring minor equipment. Additionally, a fleet vehicle is needed to support expanding campus locations, along with a utility box truck for moving equipment and managing surplus.

The College continues to limit county-funded expenses to essential needs, such as operating costs for approximately 516,000 square feet of facilities and 140 acres of grounds. Inflation has led to rising costs for supplies and repairs, which have been managed so far through operating transfers from other resources. As state funds cannot be used for capital maintenance, county allocations are vital for utilities, maintenance, and public safety.

Following general discussion, Mr. Glidewell called for a motion to approve the county budget request for fiscal year 2026 as presented. Mr. Carter moved and Mr. Walker seconded that the Committee recommend that the Board of Trustees approve the county budget request for fiscal year 2026 as presented. The motion carried unanimously.

Carter/Walker

#### B. Fee schedule for 2025-26 academic year (Student Activity Fee, Instructional Technology Fee, CAPS Fee, Required Specific Fees, Other Fees)

Dr. Ingle presented the fee schedule, explaining that changes were made to benefit students. Previously, students were purchasing items separately from the bookstore. Now, the cost is bundled, ensuring that students have access to the necessary materials for their classes. This change also results in cost savings, as purchasing items in bulk reduces expenses, which are then passed on to students. Following general discussion, Mr. Glidewell called for a motion to approve the Fee schedule for the 2025-26 academic year (Student Activity Fee, Instructional Technology Fee, CAPS Fee, Required Specific Fees, Other Fees) as presented. Mr. Carter moved, and Mr. Walker seconded that the Committee recommend Board of Trustees approval of the fee schedule for the 2025-2026 academic year as presented. The motion carried unanimously.

#### **IV. Informational Items**

A. ACC Financial Statement Audit Report for the Year Ending June 30, 2024

Mr. Lee Grisson, CPA, S. Preston Douglas & Associates, LLP, presented the findings of the ACC Financial Statement Audit Report for the Year Ending June 30, 2024.

B. ACC Foundation Financial Statement Audit Report for the Year Ended

Ms. Carolyn Rhode, Vice President, Institutional Advancement, presented the findings of the ACC Foundation Financial Statement Audit Report for the Fiscal Year June 30, 2024.

C. Financial Report for February 2025

Ms. Thomas presented the information on the February 2025 financial report shared in the packet. With 67 percent of the fiscal year complete, 58 percent of the total state budget and 67 percent of the total county budget had been expended.

#### **V. Other Business**

Next meeting of the Budget and Finance Committee

#### **VI. Adjournment**

Having no further business to discuss, the meeting adjourned at 11:14 a.m.

Workforce Analysis (Full-Time)  
Occupational Categories

25-Mar

Occupation	Count	Age 40+ (Total)	Under Age 40 (Total)	Males (Total)	Females (Total)	African-American (Total)	American Indian/ Alaska Native (Total)	Asian (Total)	Hawaiian/ Pacific Islander (Total)	Hispanic (Total)	White (Total)
01 (Management Occupations)	30	26	4	7	23	5	0	0	0	0	25
02 (Business/Finance Opers)	6	5	1	0	6	3	0	0	0	0	3
03 (Comp/Eng/Science)	10	6	4	6	4	4	0	0	0	0	5
04 (Com Serv/Legal/Arts/Media)	12	7	5	6	6	6	0	0	0	0	5
05 (Postsecondary Teachers)	107	81	26	50	57	7	2	1	0	2	91
08 (Librarians)	1	1	0	0	1	0	0	0	0	0	1
10 (Academic Affairs)	40	27	13	15	25	11	0	0	0	3	25
12 (Service Occupations)	2	2	0	2	0	0	0	0	0	0	2
14 (Office & Admin Support)	40	29	11	5	35	4	1	1	0	6	25
15 (Natural Res/Constr/Maint)	1	0	1	1	0	0	0	0	0	0	0
<b>TOTALS</b>	249	184	65	92	157	40	3	2	0	11	182

**New Full Time Employees:**

Jason Mayer	Chief Information Officer
Matthew Banko	Associate Vice-President Administrative and Fiscal Services
Joshua Byrd	Lead Instructor High School Fire Academy
James Christopher David	PACE Success Coach

	County	
African American	16%	22%
American Indian / Alaska Native	1%	2%
Asian	1%	2%
Hawaaian / Pacific Islander	0%	0%
Hispanic	5%	13%
White	73%	61%
Chose not to Identify	4%	



**Buildings & Grounds Committee  
April 2, 2025  
Action Item:**

**Public Safety Training Center  
Burn Building  
and  
Site work Contract Awards**

**Executive Summary – Burn Building**

On March 11, 2025, three (3) bids were received for the Public Safety Training Center Burn Building, to be built at the Burlington Training Center. The project was re-advertised for public bids on February 25, 2025.

Bids received are listed below:

<b><u>Contractor</u></b>	<b><u>Base Bid</u></b>	<b><u>Alt #1</u></b>	<b><u>Total Bid</u></b>
Adem Construction, LLC	\$671,000	\$41,000	\$712,000
Central Builders of Mebane	\$767,000	\$52,000	\$819,000
PEG Contracting, Inc	\$850,000	\$60,000	\$910,000

The College recommends awarding the contract to Adem Construction, LLC, the lowest, most responsive, responsible bidder.

**Executive Summary – Site work**

On April 1, 2025, four (4) bids were received for the Public Safety Training Center Burn Building – Site work package. The project was advertised for public bids on March 17, 2025.

Bids received are listed below:

<b><u>Contractor</u></b>	<b><u>Base Bid</u></b>
Central Builders Inc. of Mebane	\$140,000
McQueen Construction, Inc.	\$195,000
Hamlett Associates, Inc.	\$215,000
Adem Construction, LLC	\$240,000

The College recommends awarding the contract to Central Builders Inc. of Mebane, the lowest, most responsive, responsible bidder.

The overall budget for the project for the structure and the site work is \$850,000.

**Board Actions Required**

**College Administration recommends approval of the following contracts to be funded out of County bonds:**

- 1) A contract with Adem Construction, LLC in the amount of \$712,000 for the base bid and alternate #1 for the burn tower**
- 2) A contract with Central Builders Inc. of Mebane in the amount of \$140,000 for the base bid for the burn tower site work**

**BID TABULATION**

ALAMANCE COMMUNITY COLLEGE  
 Project Name: Burn Building - Burlington  
 Location: Burlington Training Center

**Bid Date:** 03/11/2025 @ 3:00 pm

						PRICING			
	CONTRACTOR NAME	ORIGINAL BID SIGNED	BID BOND		MINORITY BUSINESS PARTICIPATION AFFIDAVIT A & B	BASE BID	ALTERNATE #1	TOTAL BID	UNIT PRICE
1	ADEM CONSTRUCTION LLC	X	X		X	\$ 671,000.00	\$ 41,000.00	\$ 712,000.00	\$0
2	CENTRAL BUILDERS OF MEBANE	X	X		X	\$ 767,000.00	\$ 52,000.00	\$ 819,000.00	\$100/CU YD
3	PEG CONTRACTING INC dba 35 NORTH	X	X		X	\$ 850,000.00	\$ 60,000.00	\$ 910,000.00	\$137.50/CU YD
4								\$ -	
5								\$ -	
6								\$ -	
7								\$ -	
8								\$ -	
9								\$ -	
10								\$ -	

**BID TABULATION**

ALAMANCE COMMUNITY COLLEGE  
 Project Name: Burn Building Sitework Package - Burlington  
 Location: Burlington Training Center

**Bid Date:** 04/01/2025 @ 3:00 pm

						PRICING			
	CONTRACTOR NAME	ORIGINAL BID SIGNED	BID BOND- NOT REQD			BASE BID		UNIT PRICE NO.1	
1	Hamlett Associates, Inc	X				\$215,000		\$150 PER CU YD	
2	Adem Constructions, LLC	X				\$240,000		\$145 PER CU YD	
3	Central Builders Inc. of Mebane	X				\$140,000		\$58 PER CU YD	
4	McQueen Construction, Inc	X				\$195,000		\$350 PER CU YD	
5									
6									
7									
8									
9									
10									

**APRIL 2025 SUMMARY  
BOND AND CAPITAL IMPROVEMENT PROJECTS**

**BOND PROJECTS**

**STATUS SUMMARY**

**Public Safety Training Center**

**Green Level Site:**

Permanent power was installed by Duke Energy on 3/25. With the buildings now being able to be conditioned, finishes such as flooring, lockers and cabinets can now be installed. Landscapers are also now on-site to finish seeding and plantings.

All permits and easements are now in place so that the water and sewer line extensions can be installed. Samet will begin with the water line, which we expect to take 2 weeks to install, and then move to the private sewer line construction. The completion dates for both the administration/classroom building and firing range are still scheduled for 6/25/25.

**Burlington Site:**

Bid were received on 3/11/25 with Adem Construction being the low bidder. Site work bids are scheduled to be received on 4/1.

## **CAPITAL PROJECTS**

## **STATUS SUMMARY**

### **Campus Exterior Wayfinding Project**

Currently, utility marking on campus and along Jimmie Kerr Road is in process. Once all utilities have been identified, Signature Signs will begin the installation.

### **Veterinary Medical Technology Barn Project**

Schematic design stakeholder committee meetings are underway and initial third party construction estimates are being reviewed.

### **Third Floor Biotechnology COE Upfit Project**

The Stakeholder Committee held its kick-off meeting on 3/12/25. The design team also held meetings with both the AI and Biology subgroups to begin layout options for the space. The design team is on track to complete schematic design options by early April and will make their first design submission to State Construction at the end of May. The schedule shows construction bidding in December and construction commencing in January 2026.

### **Tech Infrastructure Replacement Project**

With our new CIO now on-board, work is underway to refine the written construction scope so that the project can be submitted to State Construction for design/build approvals.

### **Facilities Master Plan Revision**

The next planned meeting with the design team is scheduled for 4/3 where the Executive Leadership Team will review and discuss the pros and cons of various master plan options.

## **Budgeted Capital Improvement Projects Equal to or Less than \$50,000 Approved by the President (informational)**

NONE



Buildings and Grounds Committee Meeting					
Capital Project Budget Plan For Fiscal Year 2025					
As of March 31, 2025					
1	County Capital--Carry-forward Unspent Fund Balance	Budget	Actual	Remainder	
a.	Fire Hydrant Repair	14,000	13,694	306	
b.	savings (i.e. unspent allocation) from various projects	45,711	37,779	7,932	
		59,711	51,473	8,238	
2	County Capital--FY 2025 Allocation	Budget	Actual	Remainder	
a.	Various Campus Renovations & Repairs: Paint/Fire Prot	42,436	42,436	0	Monthly Aramark painting allotment \$2643
b.	Roofing Preventative Maintenance Year 5	10,000		10,000	Approv'd Aug 2024
c.	Eastbound Interchange Exit 150 Beautification Project	3,293		3,293	Appr'vd Mar 2024 Phase I only (Phase II may cost another \$24,000)
d.	Gee Building Controls Replacement Project	58,000	50,585	7,415	Approv'd May 2024
e.	B Bldg envelope sealant repair	42,200	42,200	-	Approv'd May 2024
f.	Battery Replacement - Solar Greenhouse	30,744	31,349	(605)	Approv'd May 2024
g.	Culinary Replacement HVAC	45,796	42,900	2,896	Approv'd Sept 2024
h.	DDC Controls AHU Culinary Kitchen	10,478	9,815	663	Approv'd Sept 2024
i.	Facilities Master Plan	35,000	23,100	11,900	Approv'd Oct 2024
j.	Cashier Office Door	10,303	10,303	0	
k.	savings (i.e. unspent allocation) from various projects	247,750	-	247,750	
		536,000	252,687	283,313	
3	GLS	Budget	Total Expended	Remainder	
a.	Biotechnology Center of Excellence and Parking	19,460,043	19,460,043	-	\$16,510,212 County Bonds \$2,942,881 SCIF (*FY22*)+\$206,949 FF&E
b.	Student Services Center	6,703,500	6,703,500	-	\$6,703,500 County Bonds
c.	Public Safety Training Center	24,607,664	18,132,199	6,475,465	\$13,350,218 County Bonds; \$5,306,946 (\$2,000,000 + \$3,306,946+450,500) County Capital Reserves and \$5,500,000 State
d.	Main, Powell, & Gee Buildings-Classrooms, Labs, Offices, Library/Nursing/Childcare Updates	5,088,981	4,509,669	579,312	\$3,036,070 County Bonds; \$652,911 (\$500,000 + \$152,911) County Capital Reserves; and \$1,400,000 SCIF FY22
		55,860,188	48,805,411	7,054,777	\$39.6M County bonds, \$5.9M Cty Reserves \$2.942 SCIF, \$5.5M State
4	Non-County Projects (federal, state, local grants)	Budget	Total Expended	Remainder	
a.	HVAC Replacement - IT Server Room	203,430	178,000	25,430	Appr'vd Oct 22: Cannon Grant of \$187,000 awarded Jan 2023
b.	Covington Education Center: Utility Upgrades	380,550	374,366	6,184	Appr'vd \$380,550 with \$347,354 via Grant: NC Tobacco Trust Fund Commission and \$33,196 of SCIF \$1.25M project
c.	Horticulture Technology Storage Building Project	153,800	145,522	8,278	State: (SCIF FY22) Appr'vd Oct 22
d.	Campus Exterior Wayfinding Project	302,600		302,600	Appr'vd Feb 24 (SCIF)
e.	Veterinary Medical Technician Instructional Barn	1,250,000	21,060	1,228,940	Appr'vd Mar 2024 (\$1M Golden LEAF & \$250k SCIF)
f.	AATC Centralized Welding System Project	448,276	438,276	10,000	Appr'vd Mar 2024 (\$280,000 Cannon Grant & \$168,276 SCIF)
g.	Technology Infrastructure Project	1,500,000	808,650	691,350	Appr'vd May 2024 NCCCS SCIF
h.	NCDEQ EV Grant	79,104	79,104	(0)	Appr'vd June 2024
i.	BioTech Center Third Floor Uplift	2,542,000		2,542,000	Appr'vd August 2024 NCCCS SCIF
j.	Savings (i.e. Unspent Allocation) from Various Projects	1,622,028	-	1,622,028	State: (SCIF FY22 & FY23 & FY24 & FY25 allocation)
		8,481,788	2,044,979	6,436,809	
	<b>TOTAL CAPITAL PROJECTS</b>	<b>63,022,198</b>	#REF!		
	<b>Funds Available for Future Projects</b>	<b>1,915,489</b>			



# **Budget and Financial Information**

For the  
Month Ending  
**March 2025**

Alamance Community College -- Budget and Financial Information  
For the Month Ending March 31, 2025  
Executive Summary

This report is produced for the Board of Trustees of Alamance Community College and is intended to provide both budget and financial information for the month ending January 31, 2025. This report is unadjusted and unaudited, meaning that consistencies (e.g. due to timing), transfers, and other items may still need processing for accurate comparison to prior statements. This report includes the following exhibits:

- o Exhibit A - State Accounting Fund: Year-to-Date Budget Report (With Prior Year Expenditures)
- o Exhibit B - County Accounting Fund: Year-to-Date Budget Report (With Prior Year Expenditures)
- o Exhibit C – (NEW) Institutional Accounting Fund: Year-to-Date Budget Report (With Prior Year Expenditures)
- o Exhibit D – Institutional Accounting Fund: Year-to-Date Activity Report (With Ending Balances)

Report highlights include:

- o The college budget is strong with enrollment growth funds and a county budget increase. Additional fees also support the college should any unexpected expenses occur.
  
- o Exhibit A--State Accounting Fund: The college has spent 66% of the state budget with 75% of the year completed. The non-categorical expenditures of the college equal 70%, leaving an additional 5% available to spend during the next three months. The college is in a good financial position for 2024-25.
  
- o Exhibit B—County Accounting Fund: The county budget general expenses are at 75%. The college budget is on track for a balanced county budget in 24-25.
  
- o Exhibit C—(NEW) Institutional Accounting Fund: Institutional support is overextended due to timing of reimbursements from the Foundation. The budget for Student Aid is due to the increase in FTE this year. We are at 126% of budget. It is due to increases in FTE and student aid provided. Bookstore expenses exceed budget due to some furniture purchases for the Main/Powell/Gee project.
  
- o Exhibit D—Institutional Accounting Fund: Negative accounts are reimbursement related.
  
- o Negative program balances: **Planned** negative balances appear in reports usually as a result of spending first, then receiving reimbursement later, such as with financial aid, grant programs, and capital projects. There are no Institutional funds with unplanned negative balances to report.

Month Ended  
31-Mar-25

Alamance Community College -- Budget and Financial Information  
 For the Month Ending March 31, 2025  
 State Accounting Fund Year-to-Date Budget Report (With Prior Year Expenditures)

Exhibit A

<u>Current Expense (State)</u>	<u>Amended Budget</u>	<u>Expended Amount</u>	<u>Unexpended Budget</u>	<u>Expended %</u>	<u>Expended Prior Year</u>
<u>Institutional Support</u>					
Executive Management.....	1,247,986	1,068,868	179,118	86%	1,482,404
Financial Services.....	1,374,679	1,239,091	135,588	90%	1,552,402
General Administration.....	2,489,591	1,545,056	944,535	62%	1,886,914
Information Systems.....	1,566,585	1,188,569	378,016	76%	1,470,559
<i>Total Institutional Support.....</i>	<i>6,678,841</i>	<i>5,041,584</i>	<i>1,637,257</i>	<i>75%</i>	<i>6,392,279</i>
<u>Curriculum Instruction</u>					
FY20-21 State Stabilization Funds.....	-	-	-	*	640,956
Associate Degree, Diploma & Certificate.....	16,428,776	11,096,002	5,332,774	68%	13,559,800
<i>Total Curriculum Instruction.....</i>	<i>16,428,776</i>	<i>11,096,002</i>	<i>5,332,774</i>	<i>68%</i>	<i>14,200,756</i>
<u>Continuing Education</u>					
Occupational Education Instruction.....	1,960,888	1,177,237	783,651	60%	1,543,561
Occupational Education Support.....	1,205,259	697,890	507,369	58%	611,132
Basic Skills (HSE, ESL, etc.).....	1,586,671	1,120,535	466,136	71%	1,377,986
Small Business Center (SBC).....	170,747	108,524	62,223	64%	167,222
Customized, Business, & Industry Training.....	172,193	119,978	52,215	70%	131,354
Expansion Apprenticeship Program.....	244,832	59,558	185,274	24%	123,776
Literacy Special Programs.....	148,491	44,866	103,625	30%	57,868
BioBetter Grant Programs.....	929,486	282,028	647,458	30%	233,580
<i>Total Continuing Education.....</i>	<i>6,418,567</i>	<i>3,610,615</i>	<i>2,807,952</i>	<i>56%</i>	<i>4,246,480</i>
<u>Academic Support</u>					
Library/Learning Center.....	561,015	420,971	140,044	75%	549,501
Curriculum Instruction.....	1,656,135	965,133	691,002	58%	1,284,585
Continuing Education.....	1,190,481	820,786	369,695	69%	1,475,601
<i>Total Academic Support.....</i>	<i>3,407,631</i>	<i>2,206,889</i>	<i>1,200,742</i>	<i>65%</i>	<i>3,309,687</i>
<u>Student Support</u>					
Student Services.....	3,094,632	1,930,544	1,164,088	62%	2,355,054
IDD Training (Int & Devt Disabilities).....	194,000	56,912	137,088	29%	194,000
Childcare.....	55,898	40,603	15,295	73%	47,331
Scholarships & Awards to Students.....	67,660	28,528	39,132	42%	131,780
<i>Total Student Support.....</i>	<i>3,412,190</i>	<i>2,056,586</i>	<i>1,355,604</i>	<i>60%</i>	<i>2,728,165</i>
<b><i>Subtotal Current Expense (State).....</i></b>	<b><i>36,346,005</i></b>	<b><i>24,011,677</i></b>	<b><i>12,334,328</i></b>	<b><i>66%</i></b>	<b><i>30,877,367</i></b>
<u>Capital Outlay (State)</u>					
Equipment.....	1,233,091	811,762	421,329	66%	386,548
BioBetter Grant Equipment.....	838,280	461,809	376,471	55%	-
Books.....	48,180	19,927	28,253	41%	41,181
<i>Subtotal Capital Outlay (State).....</i>	<i>2,119,551</i>	<i>1,293,498</i>	<i>826,053</i>	<i>61%</i>	<i>427,729</i>
<b><i>Total Expenditures (State).....</i></b>	<b><i>38,465,556</i></b>	<b><i>25,305,175</i></b>	<b><i>13,160,381</i></b>	<b><i>66%</i></b>	<b><i>31,305,096</i></b>

\* Unadjusted and Unaudited \*

For the Month Ending March 31, 2025

County Accounting Fund Year-to-Date Budget Report (With Prior Year Expenditures)

<u>Current Expense (County)</u>	<u>Budget</u>	<u>Expended Amount</u>	<u>Unexpended Budget</u>	<u>Expended %</u>	<u>Expended Prior Year</u>
<u>College Support Services</u>	716,457	541,235	175,222	76%	577,070
<i>Total College Support Services.....</i>	716,457	541,235	175,222	76%	577,070
<u>Plant Operation and Maintenance</u>					
Plant Operations.....	3,561,908	2,460,938	1,100,970	69%	2,987,452
Plant Maintenance.....	599,457	669,967	(70,510)	112%	621,680
<i>Total Plant Operation and Maintenance.....</i>	4,161,365	3,130,904	1,030,461	75%	3,609,132
<u>Operating Transfers</u>					
To Unexpended Plant Fund.....	-	-	-	*	-
<b>Subtotal Current Expense (County).....</b>	<b>4,877,822</b>	<b>3,672,139</b>	<b>1,205,683</b>	<b>75%</b>	<b>4,186,202</b>
<u>Capital Outlay (County)</u>					
Maintenance Projects, Carryforward.....	59,711	51,472	8,239	86%	47,810
Maintenance Projects, Current.....	536,000	252,688	283,312	47%	447,159
<b>Subtotal Capital Outlay (County).....</b>	<b>595,711</b>	<b>304,160</b>	<b>291,551</b>	<b>51%</b>	<b>494,969</b>
<b>Total Expenditures (County).....</b>	<b>5,473,533</b>	<b>3,976,300</b>	<b>1,497,233</b>	<b>73%</b>	<b>4,681,171</b>

**Alamance Community College -- Budget and Financial Information**  
**For the Month Ending March 31, 2025**  
**Institutional Accounting Fund Year-to-Date Activity Report (Compared to Budget)**

Exhibit C

<u>Current Expense (Institutional)</u>	<u>Budget</u>	<u>Expended Amount</u>	<u>Unexpended Budget</u>	<u>Expended %</u>	<u>Expended Prior Year</u>
<b>Current Unrestricted</b>					
Institutional Support.....	76,000	319,619	(243,619)	421%	145,030
Curriculum Instruction.....	-	70,869	70,869	*	3,416
Continuing Education.....	122,000	11,972	110,028	10%	74,815
Academic Support.....	-	2,246	(2,246)	*	(3,286)
Student Support.....	-	-	-	*	5,182
<i>Total Current Unrestricted.....</i>	<i>198,000</i>	<i>404,705</i>	<i>(64,967)</i>	<i>204%</i>	<i>225,157</i>
<b>Current Restricted</b>					
Institutional Support.....	1,011,227	316,465	694,762	31%	265,649
Curriculum Instruction.....	373,913	331,127	42,786	89%	560,887
Continuing Education.....	22,183	31,262	(9,079)	141%	25,570
Student Support.....	261,888	248,154	13,734	95%	280,059
CARES (Student, Institutional, SIP).....	8,402	-	8,402	0%	8,651
Student Aid.....	6,516,655	8,195,724	(1,679,069)	126%	7,624,932
<i>Total Current Restricted.....</i>	<i>8,194,268</i>	<i>9,122,732</i>	<i>(928,464)</i>	<i>111%</i>	<i>8,765,749</i>
<b>Proprietary</b>					
Institutional Support.....	50,000	25,783	24,217	52%	26,087
Curriculum Instruction.....	100,000	28,696	71,304	29%	95,801
Student Support.....	85,000	48,578	36,422	57%	81,641
Bookstore.....	100,000	467,867	(367,867)	468%	15,575
Vending.....	125,000	10,328	114,672	8%	6,366
<i>Total Proprietary.....</i>	<i>460,000</i>	<i>581,252</i>	<i>(121,252)</i>	<i>126%</i>	<i>225,469</i>
<b>Subtotal Current Expense (Institutional).....</b>	<b>8,852,268</b>	<b>10,108,688</b>	<b>(1,114,683)</b>	<b>114%</b>	<b>9,216,374</b>
<b>Capital Projects (Institutional)</b>					
	<u>Project Budget</u>	<u>Current Yr Exp</u>	<u>Remainder</u>		
B&G - Public Safety Training Center	15,931,269	12,619,878	3,311,391		
B&G - Main/Powell (Nursing Expansion)	2,794,922	2,201,771	593,151		
B&G - Tobacco Trust at "The Farm"	132,434	33,099	99,335		
B&G - HVAC IT Server Room Project.....	203,430	178,000	25,430		
B&G - HVAC Ventilation Project.....	448,276	438,276	10,000		
B&G - Exterior Signage -- Wayfinding Project.....	302,600	-	302,600		
B&G - Instructional Barn.....	1,250,000		1,250,000		
B&G - Technology Infrastructure Project.....	1,500,000	808,650	691,350		
B&G - OSBM SCIF (BCoE)	2,542,000	-	2,542,000		
B&G - NCDEQ EV Grant	79,104	79,104	(0)		
<b>Subtotal Capital Outlay (Institutional).....</b>	<b>25,184,035</b>	<b>16,358,778</b>	<b>8,825,257</b>		
<b>Total Expenditures (Institutional).....</b>	<b>34,036,303</b>	<b>26,467,467</b>	<b>7,568,836</b>		

\* Unadjusted and Unaudited \*

Alamance Community College -- Budget and Financial Information  
 For the Month Ending March 31, 2025  
 Institutional Accounting Fund Year-to-Date Activity Report (With Ending Balances)

Programs (Institutional)	Budget	Beg. Program Balance	Revenue Amount	Expended Amount	End. Program Balance
<b>Unrestricted Programs (Institutional)</b>					
Financial Services .....	56,000	325,484	52,751	(307,654)	70,581
General Administration .....	20,000	167,149	93,574	(15,424)	245,298
Curriculum Instruction .....	-	22,524	105,845	(70,869)	57,500
Occupational Ext. Instruction .....	25,000	73,349	32,141	(11,972)	93,518
Thigpen Trust .....	-	108,165	4,397	(10,844)	101,717
Community Service .....	97,000	150,670	54,645	14,304	219,619
Small Business Centers .....	-	-	-	-	-
Library/Learning Center .....	-	3,286	34	(2,246)	1,075
Esport Program .....	-	-	-	-	-
<b>Total Unrestricted Programs (Institutional).....</b>	<b>198,000</b>	<b>850,626</b>	<b>343,387</b>	<b>(404,705)</b>	<b>789,309</b>
					(500.00)
<b>Restricted Programs (Institutional)</b>					
College Work Study .....	100,000	42,040	116,286	(112,881)	45,445
SEOG .....	112,000	21,857	(7,847)	(47,305)	(33,294)
Pell Grants .....	5,800,000	(61,116)	7,020,832	(7,241,221)	(281,504)
SIG .....	-	-	-	-	-
Community College State Grant .....	132,117	3,009	221,747	(408,008)	(183,252)
Targeted Assistance Grant .....	-	12,005	24,014	(500)	35,519
Golden LEAF Scholarships .....	-	(17,337)	-	(17,500)	(34,837)
Less Than Half Time Grant .....	-	(13,299)	-	-	(13,299)
Scholarships - FELS .....	-	-	-	-	-
Scholarships .....	-	102,689	110,460	(198,963)	14,186
Education Lottery Financial Aid .....	-	1,451	-	-	1,451
Scholarships - GEER .....	-	152,574	40,535	-	193,109
Spec. Fees - CI-Nursing .....	50,000	3,658	94,277	(53,184)	44,750
Spec. Fees - CI-Medical Assistant.....	-	400	-	-	400
Spec. Fees - CI-Dental Assistant .....	-	2,488	-	-	2,488
Spec. Fees - CI-Cosmetology .....	-	6,280	-	-	6,280
Spec. Fees - CI-Automotive Technology .....	-	84	-	-	84
Spec. Fees - OE-Public Safety .....	-	58,850	34,814	-	93,663
Spec. Fees - OE-Special Programs .....	-	13,096	8,416	-	21,512
TECAT State Award.....	750,000	1,823	1,804	-	3,628
FEMA COVID-19 Relief .....	-	-	-	-	-
CARES Distance Learning.....	-	-	-	-	-
CARES Student Relief .....	8,402	14,871	-	-	14,871
CARES Institutional Relief .....	-	(2,863)	-	-	(2,863)
PACE-CARES Strengthening Inst Programs.....	472,538	(9,910)	219,834	(272,474)	(62,550)
Longleaf Commitment .....	-	(7,077)	-	-	(7,077)
GA-AJOBS (Impact Alamance).....	53,055	1,029	-	(12,115)	(11,086)
GA-NC Space Grant.....	-	-	-	-	-
GA-Governors Crime Commission .....	-	-	-	(14,732)	(14,732)
GA-Biotech Center Grant .....	-	-	1,122	(2,349)	(1,227)
GA-Health and Wellness.....	-	-	11,030	-	11,030
GA-ACE Grant .....	108,172	8,769	44,301	(46,591)	6,479
GA-NCSU Biotech (5 yr) Grant.....	-	-	29,684	(11,796)	17,889
GA-Career College Grant .....	-	-	-	-	-
GA-NSF ATE Grant .....	-	-	-	-	-
GA-Firehouse Public Safety.....	-	-	27,609	(29,472)	(1,864)
GA-NSF WIND Grant .....	-	-	-	-	-
GA-IS Technology Grant.....	-	-	100,000	(111,203)	(11,203)
GA-Next CC Acc Grant.....	-	5,000	-	(4,798)	202
CI-Gene Haas Foundation .....	-	-	-	-	-
CI-BioLink .....	-	-	-	-	-
CI-Golden LEAF Equipment Grant .....	-	-	-	-	-
CI-Golden LEAF Practical Nursing Grant .....	100,000	-	83,251	(128,711)	(45,461)
CI-FTCC-ACC CCCBC Grant .....	-	-	-	-	-
CI-NBC2 Grant .....	-	-	-	-	-
CI-NSF Bioscience-FTCC .....	15,000	(129)	771	-	642
CI-NSF Geosciences-NCCU .....	-	-	-	-	-
CI-C-Step Grant .....	12,500	-	12,500	(1,591)	10,909
CI-Telemedicine Grant .....	-	-	-	-	-
CI-AHEC Grant .....	-	-	-	-	-
CI-Wired Machine Grant .....	-	-	-	-	-
CI-Stem Cell Grant .....	-	-	-	-	-

Financial Aid

Unadjusted and Unaudited

Alamance Community College -- Budget and Financial Information  
 For the Month Ending March 31, 2025  
 Institutional Accounting Fund Year-to-Date Activity Report (With Ending Balances)

<u>Programs (Institutional)</u>	<u>Budget</u>	<u>Beg. Program Balance</u>	<u>Revenue Amount</u>	<u>Expended Amount</u>	<u>End. Program Balance</u>
CI-Gear Up Grant .....	-	-	-	-	-
CI-AWESM Grant .....	-	(11,773)	57,945	(78,440)	(32,268)
CI-Technology Grant.....	100,000	-	-	-	-
CI-NC Agventures Grant.....	6,799	-	-	-	-
CI-Cyberskills Training Grant.....	20,000	-	10,000	(16,817)	(6,817)
CI-AJOBS-GCC Grant .....	42,025	-	45,666	(51,804)	(6,138)
CI- Digital Navigator Grant.....	-	-	35,000	(11,937)	-
Certification-AJOBS JCPC Grant.....	27,589	-	2,927	(580)	2,347
OE-UAW Ford Grant .....	-	-	-	-	-
Literacy-Scale Grant.....	-	-	-	-	-
REACH Adult Learner Project .....	-	5,453	-	-	5,453
Literacy-Minority Male Mentoring Grant .....	-	-	-	-	-
CS-Piedmont Voices .....	-	-	-	-	-
CS-Engineering Camp .....	-	-	-	-	-
Steps4Growth Federal Grant .....	-	6,064	1,869	(31,262)	(23,329)
Literacy-LTSA Library Grant .....	22,183	-	-	-	-
Literacy-Elon Village / Oak Foundation .....	-	-	-	-	-
SS-Smart Start Grant .....	-	-	-	-	-
SS-NC Works - Career Coach - Matching .....	-	-	-	-	(11,182)
SS-Single Stop Grant .....	-	-	-	-	-
SS-TechHire Grant JSCC Consortium .....	-	-	-	-	-
SS-Non-profit Vote.....	-	-	-	(581)	(581)
SS-TRIO Student Support Services .....	261,888	(22,314)	168,045	(215,917)	(70,187)
<b>Total Restricted Programs (Institutional) .....</b>	<b>8,194,268</b>	<b>317,672</b>	<b>8,516,892</b>	<b>(9,122,732)</b>	<b>(322,413)</b>
<b>Proprietary Programs (Institutional)</b>					
*GA-Duplicating Center (aka Print Center)* .....	-	3,894	21,090	(683)	24,302
Aux-Public Information & Marketing .....	-	6,310	143	(3,631)	2,821
Aux-Medical/Childcare Flexible Spending Plan .....	-	-	-	-	-
Aux-Student Fees Reserve (Security/SGA) .....	-	-	-	-	-
Aux-Graduation .....	50,000	32,285	10,622	(21,469)	21,438
Aux-Bookstore Commissions .....	100,000	1,518,085	9,606	(467,867)	1,059,823
Aux-Snack Bar Commissions .....	15,000	48,501	6,417	(10,328)	44,590
Aux-Culinary Food Service .....	110,000	26,793	3,515	-	30,308
Aux-Traffic Control, Parking, and Safety .....	-	140,478	82,329	-	222,808
Aux-SGA .....	85,000	139,585	143,424	(48,578)	234,431
Aux-Technology Fee .....	-	105,648	109,944	-	215,592
*Aux-Child Care* .....	-	22,576	841	-	23,417
Spec. Fees - BLET Uniforms .....	-	-	-	-	-
Spec. Fees - Animal Care & Management .....	-	507	-	-	507
Spec. Fees - Cosmetology .....	100,000	102,636	36,971	(23,352)	116,256
Spec. Fees - Massage Therapy .....	-	13,715	10,126	-	23,840
*Spec. Fees - Automotive Technology* .....	-	(6,339)	762	-	(5,577)
Spec. Fees - Dental Assistant .....	-	63,791	1,357	-	65,148
Spec. Fees - Medical Lab Technician .....	-	-	5,104	-	5,104
Spec. Fees - Occupational Extension .....	-	192,265	18,004	(5,344)	204,925
<b>Total Proprietary Programs (Institutional) .....</b>	<b>460,000</b>	<b>2,410,727</b>	<b>460,256</b>	<b>(581,251)</b>	<b>2,289,732</b>
<b>Total Non-Plant Programs (Institutional) .....</b>	<b>8,852,268</b>	<b>3,579,025</b>	<b>9,320,535</b>	<b>(10,108,688)</b>	<b>2,756,627</b>
<b>Plant Programs (Institutional)</b>					
Building & Grounds-Public Safety Training Center .....	24,157,164	8,027,038	7,904,231	(12,619,877)	3,311,392
Building & Grounds-Main, Powell (Nursing), Gee(Library).....	5,088,981	2,794,922	-	(2,201,771)	593,151
Building & Grounds-Tobacco Trust at "The Farm".....	380,550	132,434	-	(33,099)	99,335
Building & Grounds-HVAC IT Server Room Project.....	203,430	25,430	178,000	(178,000)	25,430
Building & Grounds-HVAC Ventilation Project.....	448,276	448,276	-	(438,276)	10,000
Building & Grounds-Exterior Signage -- Wayfinding Project.....	302,600	302,600	-	-	302,600
Building & Grounds- Instructional Barn.....	1,250,000	1,250,000	-	-	1,250,000
Building & Grounds- NC DEQ EV Grant.....	79,104	79,104	-	(79,104)	(0)
Building & Grounds- BioTech Third Floor Uplift.....	2,542,000	2,542,000	-	-	2,542,000
Building & Grounds- Technology Infrastructure Project.....	1,500,000	1,500,000	-	(808,650)	691,350
<b>Total Plant Programs (Institutional) .....</b>	<b>62,269,447</b>	<b>17,101,804</b>	<b>8,082,231</b>	<b>(16,358,778)</b>	<b>8,825,257</b>





## Alamance Community College Board of Trustees SEI Filing & Ethics Education

Report of SEI Filing & Ethics Education						
Full Name	Appointment Start Date	Appointment End Date	Last SEI Received Date	Last Education Received Date	Next Education Due Date	
Anthony Foriest	09/25/2017	06/30/2025	02/01/2024	03/15/2024	03/15/2026	
Steven Carter	07/01/2021	06/30/2025	03/11/2025	09/13/2024	09/13/2026	
Sylvia Munoz	07/20/2022	06/30/2026	04/07/2024	07/25/2024	07/25/2026	
James Butler	07/01/2024	06/30/2028	01/21/2025	08/26/2024	08/26/2026	
Roslyn Crisp	07/01/2013	06/30/2025	03/12/2025	02/06/2025	02/06/2027	
Kenneth Walker	07/03/2023	06/30/2027	03/13/2025	03/31/2025	03/31/2027	
Blake Williams	07/01/2015	06/30/2027	03/06/2025	09/01/2023	09/01/2025	
William Gomory	07/01/2012	06/30/2028	01/15/2025	03/15/2024	03/15/2026	
Powell Glidewell	8/29/2019	6/30/2027	1/15/2024	08/15/2024	08/15/2026	
Ana Fleeman(EL)				07/24/2024	07/24/2026	
Julie Emmons	07/01/2024	06/30/2028	04/04/2024	08/22/2024	08/22/2026	
Tammy Karnes	01/27/2025	06/30/2026	02/05/2025		07/27/2025	

**Sound Fiscal Management Practices**

**Calendar Year 2024**

**1A SBCC 200.4 ALAMANCE COMMUNITY COLLEGE**

<b>Item</b>	<b>Reference</b>	<b>Benchmark Definition</b>	<b>Benchmark Indicator</b>	<b>College Indicator</b>	<b>Meets Expectations, Does Not Meet Expectations</b>
Unexpended Funds Report	1A SBCCC 200.4 (2)	% of State Funds does not exceed five percent or five times the systemwide percentage, whichever is higher for the most recent fiscal year.	% Unexpended (if any)	0.0%	Meets
Annual Survey of Fees	1A SBCCC 200.4 (3)	Institutional Fee Accounts do not have a negative balance at the end of the fiscal year unless such an instance exists for a planned reason.	No Fee Balance or Negative Fee Balance (if any)	FY2024 Annual Survey of Fees submission received by deadline with no negative fee balance	Meets
Budget Allocation	<a href="#">NCGS § 115D-56</a> 1A SBCCC 200.4 (5)	Budget Allocations submitted by the established due date and finalized consistent with budget guidelines within 14 days of submission	Submitted by Deadline  Finalized within 14 days	Submitted	Meets
Office of State Controller Submissions	1A SBCCC 200.4 (6), (7), (8) <a href="#">G.S. 143D-7 (ncleg.gov)</a>	a. Internal Controls Certification	Submitted/Not Submitted	Submitted	Meets
		b. Cash Management Certification	Submitted/Not Submitted	Submitted	Meets
		c. ACFR Package Submission	Submitted/Not Submitted	Submitted	Meets
College Financial Audit Finding Summary	1A SBCCC 200.4(9) & (10)	Date of last Audit Findings (if any)	No Findings/ Findings	No findings	Meets
Compliance Review Findings	1A SBCCC 200.4(10)	Date of Last Review Material or Minimal Findings (if any)	No Findings/ Findings	No findings	Meets