

**Blue Ridge Community and Technical College  
Board of Governors Meeting**

*October 1, 2008, noon  
Blue Ridge CTC Technology Center  
5550 Winchester Avenue, Martinsburg, West Virginia, 25405*

Present: David Blythe, Dr. Peter Checkovich, Maria Lorensen, William Lucht, Jim Rodgers, Brittany Lynch, Taylor Perry, Jane Peters, and Margaret Ways.

Guests: Sandra Baker, Brett Caffarelli, Trudie Holder, Chris Huntermann, Craig Miller, Kerri Namolik, Ann Price, Megan Scott, Leslie See, Ann Shipway, Sandy Sponaule, Dan Steerman, Matthew Umstead, and Steve Weiss.

Call to Order: Jane Peters, Chair, called the meeting to order at 12:28 p.m.

Approval of the September 2008 minutes: Dave Blythe moved, Jim Rodgers seconded and the minutes were unanimously approved.

Presidents report:

In the Media: President Checkovich presented the following:

- A flier about the Chamber Mixer that will be at Blue Ridge Community and Technical College on Wednesday, October 15, 2008 at 5:00 p.m.
- An advertisement about the new fast track programs that will be offered at Blue Ridge Community and Technical College.
- An advertisement from the *Martinsburg Journal* about the school.
- An advertisement from the *Martinsburg Journal* about the English 101 course being taught in Morgan County.
- An article from the *Martinsburg Journal* about the English 101 course being taught in Morgan County.
- Information from the *Martinsburg Journal* on the recent memorial service, held at Blue Ridge Community and Technical College, for Mr. Bobby Jackson.
- A write up from the *State Journal* about Dr. George Perry being named dean of Allied Health Sciences.
- A write up published in the September 2008 *B2B Outlook* reporting on the Society for Human Resources Management (SHRM) membership drive and professional development.

- An article from the *Martinsburg Journal* about Brittany Lynch who received a scholarship from Coca-Cola.
- An advertisement published in the *We Save Magazine* for the West Virginia Community and Technical College System that mentions Blue Ridge Community and Technical College.
- An article from the *Charleston Daily Mail* which mentioned the partnership between Blue Ridge Community and Technical College and Allegheny Energy.
- An advertisement for the Hagerstown Suns that mentions Blue Ridge Community and Technical College as a sponsor.
- An article from the *Herald Mail* about Dean George Perry participating in the Fall Frenzy by the Student Government Association.

President Checkovich requested that Margie Ways present on the Adult Student Recruitment meeting she and Billie Unger attended in September. The meeting reviewed Senate Bill 595 and House Bill 3215. The focus of this meeting was Adult Students, Workforce Development, and Technical programming.

#### Enrollment Management:

Leslie See presented a report on the current enrollment numbers. The numbers are on target for meeting the enrollment goal.

#### Financial Report:

Ann Price reported that the auditors have concluded their field work and the audit was successful. In addition, the draft financial statements are prepared.

Bill Lucht spoke about the 2008 Community Participation Program grant which would enable a furniture purchase.

Jim Rodgers moved, and Margie Ways seconded that Blue Ridge Community and Technical College accept the grant; motion unanimously approved.

#### Executive Session:

Taylor Perry moved, and Jim Rodgers seconded that the Board of Governors move into Executive Session at 1:12 p.m.

Bill Clark moved, and Jim Rodgers seconded that the Board of Governors come out of Executive Session at 2:14 p.m.

Jim Rodgers moved, and Bill Clark seconded that President Checkovich proceed with a property appraisal; motion unanimously approved.

Jim Rodgers moved, and Bill Lucht seconded that the meeting be adjourned at 2:20 p.m.; motion unanimously approved.

Respectfully submitted,

Megan Scott