

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

*September 3, 2008, noon
Blue Ridge CTC Technology Center
5550 Winchester Avenue, Martinsburg, West Virginia, 25405*

Present: David Blythe, Dr. Peter Checkovich, Bill Clark, Maria Lorensen, William Lucht, Jim Rodgers, Brittany Lynch, and Margaret Ways.

Absent: Taylor Perry and Jane Peters.

Guests: Sandra Baker, Shana D'Aurora, Trudie Holder, Jillian Kesner, Craig Miller, Ann Price, Megan Scott, Leslie See, Patricia Sherwood, Ann Shipway, Sandy Sponaugle, Dan Steerman, Steve Weiss, and Kelly Wright.

Call to Order: Maria Lorensen, Co-Chair, called the meeting to order at 12:45 p.m.

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

Presidents report:

President Checkovich recognized Brittany Lynch as she was awarded a scholarship from the Coca-Cola Company.

In the Media: President Checkovich presented the following newspaper articles:

- An article from the Readers Choice publication in the Martinsburg Journal. Blue Ridge Community and Technical College was selected as the Best College or University in the area.
- An advertisement published in the Martinsburg Journal which thanked all for choosing Blue Ridge Community and Technical College as the best college or university.
- An article in the Martinsburg Journal about the first day of classes.
- An advertisement in the Martinsburg Journal featuring a current student.
- An advertisement from the August 2008 B2B Outlook.
- An article from the August 2008 B2B Outlook about the partnership between Blue Ridge Community and Technical College and Shepherd University.
- An advertisement from the Martinsburg Journal about the school
- An editorial from the Martinsburg Journal about Blue Ridge Community and Technical College keeping a downtown presence.

- An announcement about an upcoming course that Sandra Baker will be instructing for the local non-profit organizations. This was published in the Community Announcements newsletter of the United Way of the Eastern Panhandle.
- A thank you note received from an employer thanking an employee of the Economic and Workforce Development Division for the customized training the employer received.
- An article from the Martinsburg Journal announcing that George Perry is the Dean of the Allied Health Division at the Blue Ridge Community and Technical College.

Enrollment Management:

Leslie See presented a report on the current enrollment numbers as of 4:00 p.m. Tuesday, September 2, 2008. We are ahead of where we were last year at this time. Leslie See thanked the Economic and Workforce Development Division for all of their help. She also reported that the CCI programs through the Allied Health division will begin at the end of September. This will increase enrollment.

Financial Report:

Ann Price presented draft financial statements which were reviewed at length. Ms. Price also announced that the draft financial statements have been sent to the auditors for review. The auditors will be arriving next Wednesday, September 10, 2008.

Executive Session:

Dave Blythe moved, Bill Clark seconded that the Board of Governors move into Executive Session at 1:12 p.m.

Bill Clark moved, Jim Rodgers seconded that the Board of Governors come out of Executive Session at 1:46 p.m.

Bill Lucht moved, Margie Ways seconded that the meeting be adjourned at 1:47 p.m. This motion was unanimously approved.

Respectfully submitted,

Megan Scott
Recording Secretary