

Blue Ridge Community and Technical College
Board of Governors Meeting
February 5, 2025, 12:00 p.m.

Blue Ridge Community and Technical College Technology Center
13650 Apple Harvest Drive, Martinsburg, WV 25403

In attendance: Dr. Peter Checkovich, Brad Close, Stephanie Harvey, Rebecca Lewis, Jim Rodgers, Natasha Scolaro, Korrynn Stevens, Dr. Bill Stubblefield, and Keith Unger.

Absent: Heather McIntyre

Guests: Chris Baer, Dr. Jenn Barrett-Smith, Sarah Beard, Janet Branch, Lisha Burks, Amber Butcher, Kevin Cappello, Miriam Conroy, Dr. Kathy Cox, Adam Emmons, Brett Gallagher, Annastasia Gavette, Heather Huggett, Cynthia Hull-Miller, Beth Jones, John Lane, Rachel LeGore, Dr. Apryl McDonough, Megan Michael, Dr. Craig Miller, Dr. Page Moore, Kim Moss, Kerri Namolik, Leah Poole, Kristy Scarlata, Natasha Scolaro, Jaime Schmidt, Dr. Ann Shipway, Lacey Walp, and Steven Wolfe.

Call to order: Stephanie Harvey, Vice-chair, called the February 2025 meeting to order at 12:00 p.m.

Approval of the December 2024 Meeting Minutes: Jim Rodgers moved to approve the December 2024 Board meeting minutes; Brad Close seconded, and the motion passed unanimously.

President's Report: Dr. Peter Checkovich presented the *In the Media* report, which included media about the College. Highlights included the spring 2025 Master Chef schedule and the Blue Ridge CTC Aspiring Nurses program, which is in partnership with WVU Medicine.

Workforce and Engineering Technologies Report: Dr. Ann Shipway announced that the Morgan County Welding Project has gone to bid through the state office. Several contractors have expressed interest, and a contractor's meeting is forthcoming. Dr. Shipway continued her report with updates on facilities.

Finance Report: Ms. Scarlata presented the second-quarter financial data of fiscal year 2025, covering the period of October 1, 2024, to December 31, 2024. Comparison data from the second quarter of fiscal year 2024 were also included in the presentation.

President Checkovich announced that the Executive Staff is discussing increasing revenue and decreasing expenses for fiscal years 2025 and 2026.

To plan for fiscal year 2026, the Governor will review the funding formula, which may result in an increase in state allocation for the College.

Adjournment: Rebecca Lewis moved to adjourn the meeting at 12:43 p.m.; Brad Close seconded, and the motion passed unanimously.

Respectfully submitted,

Megan Scott
Liaison to the Board of Governors and Recording Secretary