

Clemson University
Clemson, South Carolina

MINUTES
CLEMSON UNIVERSITY BOARD OF TRUSTEES

Web/Teleconference
Clemson, South Carolina
February 2, 2022
1:00 p.m.

Call to Order

Notification as required by the South Carolina Freedom of Information Act was given at least twenty-four hours before the meeting by posting the notice and agenda on the bulletin board on the ground floor, public entrance, Sikes Hall, Clemson University and on the Clemson University Board of Trustees website. Additionally notice of, and the agenda for, the meeting was sent via email to the distribution list maintained by the Office of Media Relations which includes approximately 80 reporters and editors at the major daily newspapers, television and radio stations in S.C.

After notification as required by the Freedom of Information Act, Chair Wilkerson, called the meeting to order at 1:42 p.m. with the following present:

Trustees: Kim Wilkerson, *Chair, presiding*; David Dukes, Nikki Haley, Ronnie Lee, Louis Lynn, Patti McAbee, Nicky McCarter, Smyth McKissick, Bob Peeler, Cheri Phyfer, Mark Richardson, Bill Smith, and Joe Swann

Trustees Emeriti: J.J. Britton, Bill Hendrix, Tom McTeer, David Wilkins, and Allen Wood

Administration: James P. Clements, *President*; Tony Wagner, *Executive Vice President for Finance and Operations*; Max Allen, *Vice President and Chief of Staff*; Robert Donato, *Chief Strategy Officer*; Chip Hood, *General Counsel and Secretary to the Board of Trustees*; Robert H. Jones, *Executive Vice President for Academic Affairs and Provost*; Angie Leiding, *Vice President for External Relations*; Brian O'Rourke, *Vice President for Development*; Amy Smith, *Vice President for University Relations and Chief Marketing Officer*; Lisa Knox, *Assistant Vice President and Executive Director for Office of Institutional Excellence*; and Graham Neff, *Director of Athletics*

Guests: Rick Petillo, *CFO*; Laura Stoner, *Land Management*; Doug Henry, *CCIT*; Joe Galbraith, *Strategic Communications*; Scott Smith, *Broadcast*; Beth Crocker, *Office of General Counsel*; Rose Ellen Davis-Gross, *Office of the Board of Trustees*; and Sally Mauldin, *Office of the Board of Trustees*

Media: Stephanie Mira, *Post and Courier*; Alexis Hamilton, *Greenville News*; Anna Dobbins, *WYFF*; Catie Bussman, *Fox Carolina*

Sally Mauldin called roll of the committee. Chair Wilkerson noted a quorum of the committee was present.

Joe Galbraith introduced members of the media.

Action Items

Consent Agenda - Trustee Lynn moved to approve the items on the consent agenda.

1. Approval of Minutes
 - a. Fall Quarterly Full Board Minutes – October 1, 2021
 - b. Fall Quarterly Committee Minutes
 - i. Finance and Facilities Committee – September 30, 2021
 - ii. Institutional Advancement Committee – September 30, 2021
 - iii. Agriculture and Natural Resources Committee – September 30, 2021
 - iv. Research and Economic Development Committee – September 30, 2021
 - v. Student Affairs Committee – September 30, 2021
 - vi. Educational Policy Committee – September 30, 2021
 - vii. Compensation Committee – October 1, 2021
 - viii. Executive and Audit Committee – October 1, 2021
 - c. Committee Web/Teleconference Minutes
 - i. Full Board – November 2, 2021
 - ii. Compensation Committee – December 14, 2021
 - iii. Compensation Committee – December 23, 2021
 - iv. Research and Economic Development Committee – January 21, 2022
 - v. Agriculture and Natural Resources Committee – January 21, 2022
 - vi. Educational Policy Committee – January 26, 2022
 - vii. Student Affairs Committee – January 27, 2022
 - viii. Finance and Facilities Committee – January 28, 2022
 - ix. Compensation Committee – January 7, 2022
 - x. Full Board Meeting – January 14, 2022
2. Agriculture and Natural Resources Committee
 - a. Receive as information the reports for the Committee
3. Compensation Committee
 - a. Receive as information the reports for the Committee
4. Educational Policy Committee

Action Items:

 - a. New Center – Clemson University Center of Agricultural Technology
 - b. New Programs
 - i. M.S. in Historic Preservation (Clemson Program)**
 - ii. Ph.D. in Construction Science and Management

- c. Program Modifications
 - i. B.S. in Language & International Health, CIP Code Change
 - ii. M.S. in Bioengineering Delivery Mode Change
- d. Program Terminations
 - i. Community Service Certificate
 - ii. Social Policy Certificate
 - iii. M.S. in Historic Preservation (Joint College of Charleston Program)**
 - iv. Department of City Planning and Real Estate Development
- e. Receive as information the reports for the Committee
 - i. Faculty Senate Report
 - ii. Faculty Representative to the Board of Trustees Report
- 5. Executive and Audit Committee
 - a. Receive as information the reports for the Committee
- 6. Finance and Facilities Committee
 - a. Receive as information the reports for the Committee
 - i. Staff Senate Report
- 7. Institutional Advancement Committee
 - Action Item:
 - a. Naming Opportunity
 - b. Receive as information the reports for the Committee
- 8. Research and Economic Development Committee
 - a. Receive as information the reports for the Committee
- 9. Student Affairs Committee
 - a. Receive as information the reports for the Committee
 - i. Undergraduate Student Government Report
 - ii. Graduate Student Government Report

Trustee Dukes seconded the motion. The motion was approved unanimously.

Approval – Lehotsky Hall Replacement Phase 1 - Mr. Wagner presented the first phase of the Lehotsky Hall Replacement plan. This request is to demolish and rebuild Lehotsky Hall, which currently houses the Department of Forestry and Environmental Conservation and the Department of Parks, Recreation and Tourism Management. Lehotsky Hall is 44 years old and is one of the most energy inefficient buildings on the Clemson campus. Its building systems are original to the facility and do not meet current building code requirements. The fire sprinkler and plumbing systems serving the labs are not compliant with current code requirements and do not ensure occupant safety. Further, the building has been found to have major moisture, mold, structural and seismic issues.

The original capital plan was to renovate the 94,000 square foot existing building. However, destructive testing done as part of the Phase I design process identified existing building conditions that would have substantially increased the cost of a renovation. Upon further study, the design and construction teams noted that the cost to remediate existing issues and renovate the building would be similar to the cost of a complete rebuild but would not address functional deficiencies associated with the design and age of the building.

Given the costs identified to suitably renovate the building during Phase I, the revised capital plan is to demolish the current structure and replace it with an approximately 85,000 square foot building. This approach was determined to be the most cost-effective use of funds. The replacement building is anticipated to be sited adjacent to the Godley-Snell Research Center and directly across Cherry Road from the Life Sciences Building. This location is ideal for the Department of Forestry and Environmental Conservation (FEC). Several FEC research faculty utilize the animal research facilities and equipment available at Godley-Snell. This location also provides FEC students with an 'outdoor lab' with easy access to Hunnicutt Creek and numerous tree resources nearby. This site also allows for a spacious service yard to aid in the frequent movement of tree cuttings, soil samples, and other large materials from the Experimental Forest without bringing these materials into the heart of campus. When the current building is demolished, the site is anticipated to be used for green space for the short-term until a redevelopment priority is identified.

Trustee Dukes moved to approve Lethotsky Hall Replacement Phase I. The motion was approved unanimously.

Approval: Women's Sports Program Expansion Phase I - Mr. Wagner presented the first phase of the expansion of the Women's Sports Program. This project provides for the construction of new facilities for women's athletics programs, including gymnastics and lacrosse, adjacent to the existing women's rowing facility. The project will provide a new women's gymnastics training facility of approximately 21,000 square feet. The gym training facility will include coaches' offices, a locker room, a student-athlete lounge, and a sports medicine room. Women's gymnastics was announced as a new sport addition in June 2021.

The project will also include a new women's lacrosse operations facility of approximately 9,000 square feet and an artificial turf field with stadium seating. The operations facility will include coaches' offices, a locker room, a student-athlete lounge, a film room, and a sports medicine room. Women's lacrosse was announced as a new sport addition in June 2021.

A 10,000 square feet addition between the existing rowing center and boathouse will serve as a Women's Elite Athlete Recovery Center. The space will include sports medicine, strength & conditioning, physical therapy and nutrition areas for the new sport additions and other women's sports.

These facilities are expected to support 135 female student-athletes including Women's Rowing and provide new competition and training facilities for use by the new additional teams. Additional sites were reviewed in the feasibility study but locating the proposed facilities adjacent to the rowing facility was determined to be most cost efficient and effective.

Trustee Dukes moved to approve the Women's Sports Program Expansion Phase I. The motion was approved unanimously.

Approval: Tillman Hall Renovation Phase I - Mr. Wagner presented the first phase of the Tillman Hall Renovation. This project is to renovate the approximately 13,165 square foot auditorium in

the approximately 95,700 square foot, historic Tillman Hall. Tillman Hall has not been renovated since 1981. The auditorium is not suitable for classroom instruction or for hosting campus speakers for students, faculty, and staff. The large stage for theatrical productions is no longer needed and reducing the stage will provide more room for seating. The auditorium does not meet current ADA standards. This auditorium will become the largest teaching auditorium on campus, and this is the 2nd highest capital priority for Academic Affairs.

The renovated space will create a modern auditorium that will respect its historical significance and become a premier gathering space in the heart of campus. The work will include renovating and improving the Tillman Hall Auditorium to make it function as both a large scale, 700-seat classroom, and an auditorium space. It will also include installing new restrooms in a portion of the existing main building, returning the stage to a more manageable scale, installing a new interior balcony, and opening the space to more natural light. The renovation will further address planned maintenance, including replacing fan coil units, upgrading some interior finishes, and upgrading the fire protection and electrical systems.

Since original phase 1 approval in February 2020, the project has been refined and the budget updated to reflect escalation.

Trustee Dukes moved to approve the Tillman Hall Auditorium Renovation Phase I. The motion was approved unanimously.

Approval: Proviso Projects - Mr. Wagner presented the request for approval to proceed with the three projects noted below under FY22 budget proviso 117.153.

For the current fiscal year, permanent improvement projects, as defined in Title 2, Chapter 47 of the 1976 Code, where the cost is at least one million dollars but not greater than five million dollars for public research universities and not greater than two million dollars for all other public institutions of higher learning shall be exempt from the requirements of Section 2-47-50, except that a project shall not be considered approved without an institutions governing board having first voted to approve the project in a public session. Institutions shall provide a report of projects approved by their governing boards pursuant to this provision to the Chairman of the Commission on Higher Education, the Joint Bond Review Committee, and the State Fiscal Accountability Authority by September 30th of the current fiscal year.

Projects

Entrepreneurship Accelerator Program - Funded by Maintenance and Stewardship Funds (previously Gifts)

The project will upfit two leased spaces totaling approximately 6,000 square feet at U-Centre in Downtown Clemson to host an entrepreneurship accelerator program. Upfit of this space will include installation of a mezzanine providing an additional 1,000 square feet and improvement of HVAC, electrical, and plumbing systems. Once completed, this startup incubator space will feature collaboration space, dedicated entrepreneurial activity spaces, and meetings spaces for both formal and informal interaction. This hub for entrepreneurship education in downtown

Clemson will be served by state of the art technology and entrepreneurial expertise allowing it to connect the university with alumni, friends, business and industry partners, and others interested in seeing entrepreneurial activities at Clemson University grow and thrive.

The project was previously approved with Gifts as the funding source. However, as the project scope and understanding of donor intent have been further refined, Maintenance and Stewardship Funds were identified as more appropriate funding.

This project has a Trustee assigned and continued Trustee involvement is recommended.

The Poe Indoor Practice Facility item was removed from the agenda.

South Campus Stormwater and Landscaping Improvements

The Kappa Street entrance off Perimeter Road is becoming a major gateway for some of Clemson's most important landmarks, such as the Strom Thurmond Institute building, the new Cadden Chapel, Cooper Library, the Academic Success Center, and the Watt Family Center. This area requires significant stormwater quality improvements to address increased stormwater volumes from multiple construction projects and future planned projects within the central campus stormwater basin.

This project enhances the central campus stormwater retention pond located below Lee Hall for water quality, erosion, and sinkhole issues in the central and south campus area. Landscaping improvements which are part of the project, will enhance the beauty and accessibility of this area's natural environment.

Trustee assignment and involvement is not recommended.

Hunnicut Creek Restoration

The purpose of the project is to restore severely incised and degraded Hunnicutt Creek and North Hunnicutt Creek so they may serve as positive amenities to the local community and valuable resources to the ecosystem in which they reside. The project aligns with the objectives and strategies established by the Riparian Corridor Master Plan published by Clemson University in 2006.

The restoration of North Hunnicutt Creek will be approached using natural channel design principles. The following are the two primary objectives in accomplishing the overall restoration: 1) establish stable channel and floodplain morphology; and 2) promote long-term stabilization of banks and adjacent slopes.

Observing the history of the creek, it is evident that without action the condition of Hunnicutt Creek will continue to decline due to continued erosion. This project will improve the quality of Hunnicutt Creek, bringing the creek from an unattractive to an appreciated natural amenity to the University.

Trustee assignment and involvement is not recommended.

Cherry Road/Old Stone Church Road & W Cherry Road Intersection Improvements

Over the past several years, Clemson University has been performing traffic counts to provide safe and efficient operations on and around campus. The subject intersection has drawn attention based on the congestion at the intersection that is in part contributed to by the three-way stop. The current intersection configuration operates at undesirable levels of service in both the AM and PM peak hours.

In partnership with the City of Clemson and based on a conceptual design developed by the City, the proposed intersection would include the addition of a westbound left turn lane, as well as an eastbound right turn lane, and the addition of a traffic signal, including pedestrian signals and crosswalks. In addition, the project will accommodate pedestrian features to provide crossings for a future, planned multiuse path project, as well as other complete street elements.

In addition to improved operations at this specific intersection, this project is consistent with the larger strategic planning for mobility on and around campus, including the recently approved Perimeter Road improvements, and Williamson Road Realignment project. The project will also enhance campus accessibility for residents of surrounding areas. Clemson University will procure and manage construction.

Funding:

Clemson University (Maintenance and Stewardship Funds)

City of Clemson

2021 C-Fund Grant

2022 C-Fund Grant

If any of these funds do not materialize, the project will not move forward.

\$250,000 \$250,000 \$250,000 \$250,000

Trustee assignment and involvement is not recommended.

R-10 parking lot addition

The R-10 parking lot project was previously budgeted, approved, then put on hold due to the COVID-19 pandemic. Parking and Transportation Services (PATS) has since restarted the design efforts to help reduce costs before bidding the project. The original project was budgeted for approximately \$900,000, but updated bids call for a revised budget of \$1,400,000.

The 202 space R-10 Douthit lot addition for the Douthit Resident students is intended to relocate parking for up to 200 Douthit resident student cars from the remote R-06 lot off Highway 76. This has been a major inconvenience for students to park outside of the Douthit complex and has increased Clemson transit expenses so that we can ensure students can get back and forth to the lot safely each day and night.

The relocation of up to 200 cars from the R-06 lot to the new R-10 lot is also intended to create additional parking inventory to expand and support Commuters and Park N Ride permit holders.

Additionally, this will help absorb annual student enrollment growth and the additional faculty, staff, and student commuters we anticipate coming to Clemson's campus in the Fall 2022.

This project will also balance the space inventory lost in the Williamson Road re-alignment. The Douthit project approval is essential to relocating and creating a convenience for Douthit resident students who bring a car to campus. This project also supports the expansion of our Commuter and Park N Ride programs and parking supply to help accommodate the additional cars associated with this Fall's annual enrollment increases.

Trustee assignment and involvement is not recommended.

Trustee Dukes moved to approve all proviso projects. The motion was approved unanimously.

Approval: Development and Alumni Center Phase 2 - Mr. Wagner presented the request for approval of the second phase of the Development and Alumni Center construction. This project is to construct an approximately 100,000 square foot building to provide space for University and related organizational groups. The building will house the Clemson University Foundation, Alumni Association, Admissions Office, Development Office, Board of Trustees Staff Offices, University Relations, Michelin Career Center, and Visitor's Center. Space will also be allocated for operations associated with The Walker Golf Course, including the pro shop, short-order food service and club house as the current facilities will be demolished to construct the new building. Event spaces, outdoor amenity areas for special events, and multiuse access path to the core of campus will also be included in the project scope.

By constructing a new facility on the periphery of campus, the University can move administrative functions to lower cost space and repurpose high-value space in the core campus for student facing purposes. Additionally, collocating and consolidating Development, Alumni Association and Clemson University Foundation offices in a single location will improve operational efficiencies and the partnership between these closely related functions. The alignment and presence of these functions together is anticipated to generate significant donor interest, reducing the overall cost of the project to the University. Additionally, locating these functions adjacent to the University's existing conference center and event space will create efficiencies by not duplicating event space.

Trustee Dukes moved to approve phase 2 of the Development and Alumni Center. The motion was approved unanimously.

Approval: Resolution Requesting the Issuance of State Institution Bonds for the Alumni Center Project - Mr. Wagner presented.

Trustee Dukes moved to approve the bond resolution for the Alumni Center project. The motion was approved unanimously with Chair Wilkerson recusing herself.

Approval: Updated Parking and Safety Regulations - Mr. Wagner presented. Under Clemson's enabling Statute, section 59-119-30 of the Code, the Clemson Board of Trustees has the authority and ability to enact regulations for the University. The Legislature requires that state entities

review their regulations at least every 5 years. Since the University's regulations were last updated, as a part of its 5-year review, the administration identified certain public safety regulations that needed to be updated to enhance public safety while balancing enforcement discretion. The proposed parking regulation changes will increase efficiencies, response to customer demands and advances in technologies.

The proposed changes to regulations will enhance CUPD's ability to respond preemptively to ensure a safe environment on campus by providing a clear mechanism to address issues such as public disorderly conduct, solicitation, scavenging, and open container offenses. While State Code does address some of these issues, they do not address the behaviors in a manner that is suitable for Clemson University. These changes have been developed in collaboration with the Municipal Court, University Prosecutor, and the General Counsel's Office to enhance consistency with surrounding jurisdiction while also balancing the need to address actions and possibility for long-term consequences. Clemson serves a unique population, and this judicial discretion allows judges and prosecutors the ability to appropriately address situations while balancing the important values of empathy and accountability.

Additionally, the proposed changes also incorporate changes in parking administration and enforcement to address emerging compliance needs for moped and golf cart transportation, improve efficiency, enhance customer service, and allow for greater student access to restricted lots after hours. The regulations transition the University from physical to virtual permits, which use a vehicle's license plate as the parking permit. This enhances convenience of stakeholders while also enhancing operational efficiencies and safety for parking service employees.

Trustee Dukes moved to approve updated parking and safety regulations. The motion was approved unanimously.

Approval: Proposed Land Swap with Duck Creek Farm, LLC - Rick Petillo presented the plan for the proposed land swap with Duck Creek Farm, LLC. Clemson has been approached by Duck Creek Farm regarding a proposed like value exchange, which would allow Clemson to divest itself of approximately 1.5 acres of property in upper Pickens County in exchange for approximately 0.373 which adjoins the CEF in upper Pickens County.

Clemson's 1.5 acre tract is dissected from the larger CEF Causey Tract (approximately 681 acres) by Voyage End Road. While part of the CEF, the approximate 1.5 acres is considered a conservation parcel and is not conducive to regular CEF management because of the size of the parcel, it not being immediately adjacent to the larger CEF tract, and the inability to manage the timber resource due to its small size. Current appraised value is \$15,500.

The approximate 0.373 acres owned by Duck Creek Farm is located on the same side of Voyage End Road and immediately adjacent to the larger CEF Causey Tract. This parcel is currently valued at \$3,000, and in addition to the 0.373 acres, Duck Creek Farm will provide Clemson with cash for the difference between the two appraised values (\$12,500) and has agreed to pay all expenses associated with the transaction.

Ownership of the approximate 0.373 acres is of interest to the University and will benefit Clemson by cleaning up property lines/ownership issues with immediately adjacent property. This proposed acquisition has been reviewed by individuals of the Office of Land and Capital Asset Stewardship and the Clemson Experimental Forest who support the transaction and believe this to be the most strategic way to assist with removal of a barrier and parcel ownership clean up.

Trustee Dukes moved to approve the proposed land swap with Duck Creek Farm. The motion was approved unanimously with a roll call vote.

Approval: Proposed Land Swap with US Army Corps of Engineers - Mr. Wagner presented the plan for the proposed land swap between Clemson University and the US Army Corps of Engineers. During the evaluation and identification of the property to develop the proposed lacrosse and gymnastics facilities, the siting of the facilities, particularly the lacrosse field, currently appears to be impacted by the staggering boundary of the Corps Lake Hartwell project. During discussion with the Corps regarding Clemson's plan, the Corps noted that the facilities must be located entirely on Clemson owned property and not be dissected by the Corps boundary. Given the siting and orientation of the field relative to topography and sunlight, and the nonconforming boundary line of the Corps property, a land swap for property was proposed.

Clemson's approximately 1.31 acre tract is an underlying flood area which is part of Lake Hartwell. The property boundaries of this parcel were created at the time Lake Hartwell was established and resulted in Clemson's property pins and boundary being within Lake Hartwell. The property cannot be built upon and while it could be considered a conservation parcel, its highest and best use does not reside with Clemson, but is better suited for transfer to the Corps.

The Corps is agreeable to a swap of approximately 1.25 acres considered to be upland property and well outside of the Corps 690 elevation level. The Corps does not have a need for this property and is in agreement that it would be an appropriate property to swap with Clemson in an effort to clean up the Corps boundary lines which would benefit the University and its plan for the lacrosse and gymnastics athletic facilities.

This proposed land swap has been reviewed by the Office of Land and Capital Asset Stewardship, the Clemson Experimental Forest, Athletics, Campus Planning, and the Corps. The University units believe this to be in the best interest of the University because it allows the University to acquire property that will be beneficial to the location and siting of the new lacrosse field while divesting itself of unusable property of which there is only one possible user, the US Army Corps of Engineers.

Trustee Dukes moved to approve the proposed land swap with the US Army Corps of Engineers. The motion was approved unanimously with a roll call vote.

Approval: Proposed Real Estate Acquisition Phase I - Mr. Wagner presented the first phase of the proposed Real Estate Acquisition. The University has been approached by a property owner regarding the proposed acquisition of property which would benefit the University and provide

additional programmatic space to the University's inventory. Details regarding the acquisition and how the deal will be structured have not yet been finalized.

The University has identified programming for the space and believes this space would allow for future growth for such programming. Additionally, the University has identified funding for the potential acquisition of the proposed property through the use of proceeds received from the divestment of non-programmatic properties.

This proposed acquisition has been reviewed by the Land & Capital Assets Stewardship Committee, the administration, and the Office of Land & Capital Asset Stewardship. These groups believe this acquisition would be a good fit within the University. Phase 2 approval would be brought to the Board at a future date with details surrounding the property and the structure of the deal to be provided at that time.

Trustee Dukes moved to approve the proposed phase I property acquisition. The motion was approved unanimously.

Committee Reports

Agriculture and Natural Resources Committee – Trustee Lynn summarized the committee meeting.

Educational Policy Committee – Trustee Peeler summarized the committee meeting.

Research and Economic Development Committee – Trustee Lee summarized the committee meeting.

Student Affairs Committee – Trustee Smith summarized the committee meeting.

President's Report

President Clements provided an update.

Executive Secretary's Report

SEI Filing Reminder – Chip Hood reminded Trustees that SEI filings are due in March.

Woodland Cemetery – Mr. Hood presented the following.

The Board Office would like for the Board of Trustees to adopt the following guiding principles with respect to Woodland Cemetery:

- Existing burials in Woodland Cemetery will not be disturbed
- Honor and respect all graves through an appropriate preservation plan

- All burials must be consistent with the guiding principles with archeological oversight and appropriate methods

The Board Office is directed by the Board of Trustees to join loved ones in existing burials. The Board Office is authorized to approve the burial of deceased eligible persons utilizing the existing plot if possible. If use of the existing plot is not possible, the Board Office will identify an alternative location. The Board of Trustees authorizes the Board Office to create options for expansion relative to potential needs at Woodland Cemetery including a memorial garden and accessibility options. Plans should be created with input of stakeholders. The Board of Trustees authorizes the Board Office to inform all eligible persons that burial options at Woodland Cemetery may be limited and they need to work with their families now to discuss burial options. The Board of Trustees authorizes the Board Office to assess numbers of eligible persons. The Board of Trustees affirms that reservations continue to be suspended.

Trustee Dukes moved to approve the recommendations with respect to Woodland Cemetery. Trustee Peeler seconded the motion. The motion was approved unanimously.

SACS Accreditation – Mr. Hood presented the following proposed Board Self-Evaluation Policy.

“The Board shall conduct a regular self-assessment to evaluate and enhance its effectiveness in performing its governing responsibility. This self-assessment includes the review every three years of the Board of Trustees Manual and a self-assessment survey to be completed by each member of the Board.”

The Board Office seeks approval of this policy and authority to work with the Chair to create a self-assessment survey for Board members to complete by the April 2022 meeting.

Trustee McAbee moved to approve the policy. Trustee Phyfer seconded the motion. The motion was approved unanimously.

Executive Secretary – Mr. Hood presented the following proposed actions.

Mr. Hood requested permission to return Executive Secretary to the Board of Trustees duties to Angie Leidinger to allow him to spend more time with the General Counsel Office and Woodland Cemetery. He requested that Angie Leidinger be appointed Executive Secretary to the Board of Trustees effective on February 3, 2022. He requested that he be appointed Special Advisor to the Board of Trustees. He requested an assessment of Board Office staffing needs. He also requested permission to commence a search process to find a full time Executive Secretary.

Trustee Phyfer moved to approve the proposed actions. Trustee Lee seconded the motion. The motion was approved unanimously.

Executive Session

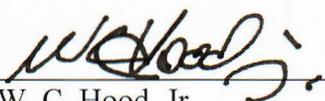
Chair Wilkerson said it was necessary to go into executive session to discuss pending contractual negotiations, to discuss economic development opportunities, strategic partnerships, and to receive information covered by the attorney client privilege.

Trustee Peeler moved to go into executive session. Trustee McAbee seconded the motion. The Committee went into executive session at 2:38 p.m. and returned to public session at 4:16 p.m. No action or votes were taken while in executive session.

Adjourn

There no being no further business, Chair Wilkerson adjourned the meeting at 4:17 p.m.

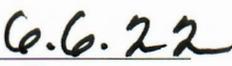
Respectfully submitted,



W. C. Hood, Jr.
Secretary to the Board of Trustees



Approved



Date