

**FINAL  
MINUTES**

**WORKSHOP  
DISTRICT BOARD OF TRUSTEES  
GULF COAST STATE COLLEGE  
DECEMBER 15, 2021**

11:30 a.m.

Room 302, Robert L. McSpadden Student Union West

**Members Present** Tom L. Lewis (presiding), Boyd K. Bulger (via ZOOM), Donald R. Crisp, Frank A. Hall, Steve D. Millaway, C. David Powell, Floyd D. Skinner, David P. Warriner, Dr. John R. Holdnak, and Mr. Derrick Bennett  
Glen McDonald attended a portion of the workshop

**1. Call to Order** Mr. Lewis called the meeting to order at 11:45 a.m.

Dr. Holdnak requested a change in agenda and asked that 3.1 Strategic Planning Issues be first on the agenda.

**Strategic Planning Issues**      **3.1** Dr. Holdnak asked Mr. Glen McDonald, Vice President of Economic Development & Strategic Initiatives to give an update on the Strategic Planning process. Mr. McDonald identified the strategic planning committee members, reviewed the schedule for the new plan development, and outlined trustees roles in the planning process.

**2. Discussion**

**College Personnel**      **2.1** Dr. Holdnak referred trustees to Manual of Policy 6.001, Employment and Dismissal of the President, as well as a job description for the college president. Dr. Holdnak indicated his DROP exit date would be July 31, 2022. Discussion followed regarding the search process, the timeline, State Statutory requirements, and DROP requirements. Mr. Lewis acknowledged Dr. Holdnak’s willingness to support the board in the search process. No action was taken as the board agreed to an additional retreat for further discussions.

**Procurement**      **2.2** Dr. Holdnak stated that at the November 18, 2021, District Board of Trustee meeting, Mr. Hall had requested the threshold level for approval of purchase orders be raised from the current \$100,000. Dr. Holdnak updated trustees by stating, State Statute 287.017 sets the purchasing thresholds amounts into five categories; the Florida Administrative Code 6A-14.034 states, awards exceeding the Category Five threshold of \$325,000, as specified in F.S. 287.017, shall be approved or rejected by the board of trustees; and the College MOP 5.025, states the board

has delegated authority for all purchases not exceeding Category Five, as specified in F.S. 287.017, with purchases over the Category Five threshold needing board approval.

Following discussion, Mr. Hall recommended raising the threshold limit to coincide with the State Statute 287.017 and reevaluate the threshold amount each July. Mr. Lewis stated Mr. Hall's recommendation will be added to the January 2022 District Board of Trustees meeting Action Item agenda.

3. See above

**4. Notification**

**AFC Trustee  
Legislative  
Conference**

**4.1** Dr. Holdnak notified trustees that the Association of Florida Colleges Trustee Commission Legislative Conference, which is designed to provide College Trustees the opportunity to learn more about the Florida College System Legislative Budget Request will take place January 18 and 19, 2022, in Tallahassee. Dr. Holdnak stated the college is closed on January 17 for a federal holiday and there is a District Board of Trustees meeting scheduled for January 20. He asked the trustees if they would be interested in moving the scheduled January 20 District Board of Trustees meeting to January 27 and all agreed it would be a good idea.

**ACCT  
Community  
College National  
Legislative  
Summit**

**4.2** Dr. Holdnak also informed trustees of the ACCT Community College National Legislative Summit, which will be held February 6-9, 2022, in Washington, DC. Participants have the opportunity to network with fellow community college leaders and meet with their U.S. representatives in Congress to advocate for their support for community colleges and their students. He stated travel paperwork was included in their binders, as the deadline for early bird registration is January 7, 2022.

**5. Adjournment** The workshop was adjourned at 1:35 p.m.

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Secretary

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Chair, District Board of Trustees