

**Minutes of the Executive Committee**  
**Southeastern Community College Board of Trustees**  
**Tuesday, April 12, 2016**  
**5:30 p.m.**

**Present:** Mr. Henry Edmund, Chair, Mr. Jack Hooks, Mr. Joe Hooks, Mr. Harry Foley (by phone)

**Others:** Dr. Anthony Clarke, President, and Kathy Britt, Recording Secretary

Mr. Henry Edmund welcomed everyone to the meeting and reminded the trustees of ethics awareness and conflict of interest as business was considered. He expressed appreciation to the executive committee for its willingness to attend.

The purpose of the meeting was to consider the approval of a consulting engineer for the college's circular drive and drainage project.

Mr. Edmund and Dr. Clarke advised that six firms submitted proposals for the project and after consideration, a determination was made to recommend to the Board of Trustees the approval of Draper Ayden and Associates as the consulting engineer. This firm has much experience with state construction, and during the interview there was more discussion on storm water issues and heavy/light rain events. Draper Ayden had a comprehensive view of storm water/drainage solutions for the college's specific issues. Company representatives advised that the whole ditch needs cleaning and after a rain event, traffic needs to stay off the road as much as possible.

Mr. Edmund stated that the purpose of the executive committee is to approve the firm for design and construction management. The project will be approved at a later date.

**A motion was made by Mr. Jack Hooks to approve Draper Ayden and Associates as Consulting Engineer for Design and Construction Management for the college's circular drive and drainage project. Mr. Joe Hooks seconded the motion. Motion carried unanimously.**

Respectfully submitted,

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Kathy P. Britt  
Recording Secretary

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