

MOUNTWEST COMMUNITY & TECHNICAL COLLEGE
INSTITUTIONAL BOARD OF GOVERNORS
AGENDA

Thursday, November 20th, 2025 @ 8:00 a.m.

Mountwest Community & Technical College – G07

- 1. Call to Order, Determination of Quorum: Mr. David Earl, Chairman**
- 2. Consent Agenda: Mr. David Earl, Chairman**
 - Approval of Minutes – August 21, 2025*
 - Approval of Minutes – October 3, 2025 Special Meeting*
- 3. Introduction of Student Representative: Tori Hogsett**
- 4. Finance Committee Report: Mr. Mark Morgan, Finance Chair & Ms. Terri Frye, CFO**
 - Overview of October Board Report
 - Brief overview of audited financial statements for FY 2025
- 5. President's Report: Dr. Joshua Baker, President**
- 6. Adjournment**

Reminders:

- November -December 31st - Annual Board Fundraising Campaign
- Giving Tuesday – December 2nd
- November 27th – 28th - Mountwest Closed
- December 18th – 6pm - Mountwest Employee Recognition Event – Guyan Country Club
- December 22nd-January 1st - Mountwest Closed

**Action Items – Approval Required*

Mountwest Focus Goals:

- Student Care Center
- Alternative Scheduling
- Grow Workforce 10X
- AI Power Users

MOUNTWEST COMMUNITY & TECHNICAL COLLEGE
INSTITUTIONAL BOARD OF GOVERNORS
Minutes

Thursday, August 21, 2025 @ 8:00 a.m
Mountwest Community & Technical College – G07

Present: Dinah Ledbetter, Jennifer Plymale, Mark Morgan, Jeffrey Blatt, Justin Jarrell, Erin Rich, Dee Preston, Melanie Hall, Tori Hogsett (virtual)

Absent: Maribeth Anderson, David Earl, J.L. Brydie

1. Call to Order, Determination of Quorum: Mr. Jeff Blatt, Vice Chairman

The meeting was called to order at 8:02am by Mr. Jeff Blatt. A quorum was established.

2. Approval of June 19th, 2025 Minutes: Mr. Jeff Blatt, Vice Chairman

The minutes for June 19, 2025 were approved as written upon a motion made by Jennifer Plymale and seconded by Justin Jarrell.

3. Finance Committee Report: Mr. Mark Morgan & Ms. Terri Frye, CFO

Terri Frye, CFO, introduced herself to the Board. Additionally, Mr. Morgan reviewed the financials for the college, which featured revenue being above target, expenses on target, and cash on hand at 404 days. The full report is attached to the agenda for this meeting.

4. President's Report: Dr. Joshua Baker, President

Dr. Baker gave his president's report on enrollment, new programs, fundraising, and more. The full report is attached to the minutes.

5. Adjournment

There being no additional agenda items, the meeting adjourned at 8:29am.

MOUNTWEST COMMUNITY & TECHNICAL COLLEGE
BOARD OF GOVERNORS
October 3rd, 2025 (VIRTUAL VIA ZOOM)
8:45am
SPECIAL MEETING – DEMOLITION OF PROPERTY
Minutes

<https://us06web.zoom.us/j/89101049359?pwd=VYbMf2bS31NPZ5VnYjBdlUAa5xebd4.1>

Meeting ID: 891 0104 9359

Passcode: 612996

Present: Jeffrey Blatt, Dinah Ledbetter, Maribeth Anderson, Melanie Hall, Justin Jarrell, J.L. Brydie, Jennifer Plymale, Mark Morgan, Dee Preston, Erin Rich

Absent: Tori Hogsett, David Earl

1. Call to Order and Determination of Quorum

A quorum was established by Mr. Jeff Blatt, Vice Chairman, and the meeting was called to order at 8:45am.

2. Possible Executive Session under the Authority of WV Code §6-9A-4 Relating to Property Acquisitions, Leases and/or Personnel Issues* - Cabell Hall Demolition

Upon a motion made by Justin Jarrell, seconded by J.L. Brydie, the board went into executive session. to discuss the demolition of Cabell Hall. A motion made by Mark Morgan and seconded by Melanie Hall, the board came out of executive session.

3. Resolution and Approval for the Demolition of Cabell Hall*

Upon a motion made by Mark Morgan and seconded by Justin Jarrell, the board voted to approve the resolution to demolish Cabell Hall.

4. Adjournment - 8:56am

**BOARD OF GOVERNORS
RESOLUTION FOR DEMOLITION OF CABELL HALL
MOUNTWEST COMMUNITY & TECHNICAL COLLEGE
10/03/2025**

ITEM:	Demolition of Cabell Hall
RECOMMENDED RESOLUTION:	Resolved, that Mountwest Board of Governors approves the demolition of Cabell Hall provided all required state and local notifications are made, and that the total cost of demolition does not exceed more than \$90,000.
RESPONSIBLE MEMBER(S):	Institutional Board of Governors, Rodney Pell, COO, Dr. Josh Baker, President

BACKGROUND:

Cabell Hall, located at the corner of 20th Street and 7th Avenue in Huntington, West Virginia, is an unused facility that has been vacant for an extended period of time. The building is no longer suitable for occupancy, requires significant repair, and presents ongoing maintenance and liability concerns. Its deteriorating condition impacts both campus operations and the surrounding community environment.

The purpose of this project is to demolish Cabell Hall and remove the unused structure from service. Demolition will eliminate safety hazards, reduce long-term maintenance costs, and open the site for potential future use or redevelopment. This action supports campus safety, operational efficiency, and community improvement by removing a blighted and non-functional facility.

Estimated Cost

The estimated cost for demolition of Cabell Hall is **\$66,000.00**. This figure includes all demolition activities, debris removal, and site restoration.

To: Mountwest Finance Committee

From: Terri Frye, Vice President for Finance

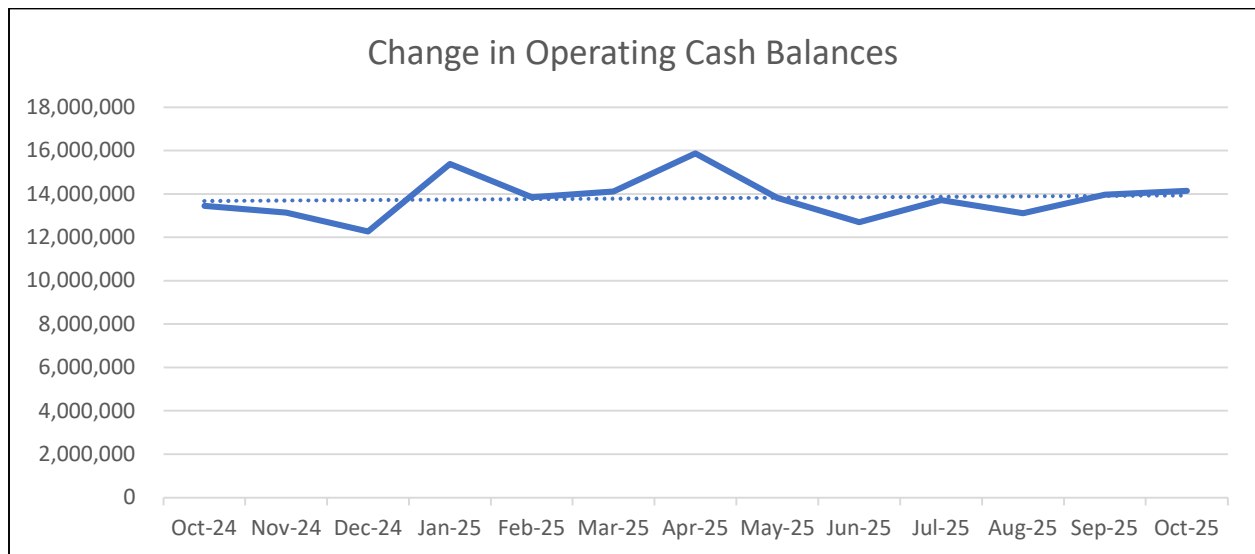
CC: Dr. Josh Baker, President

Date: November 6, 2025

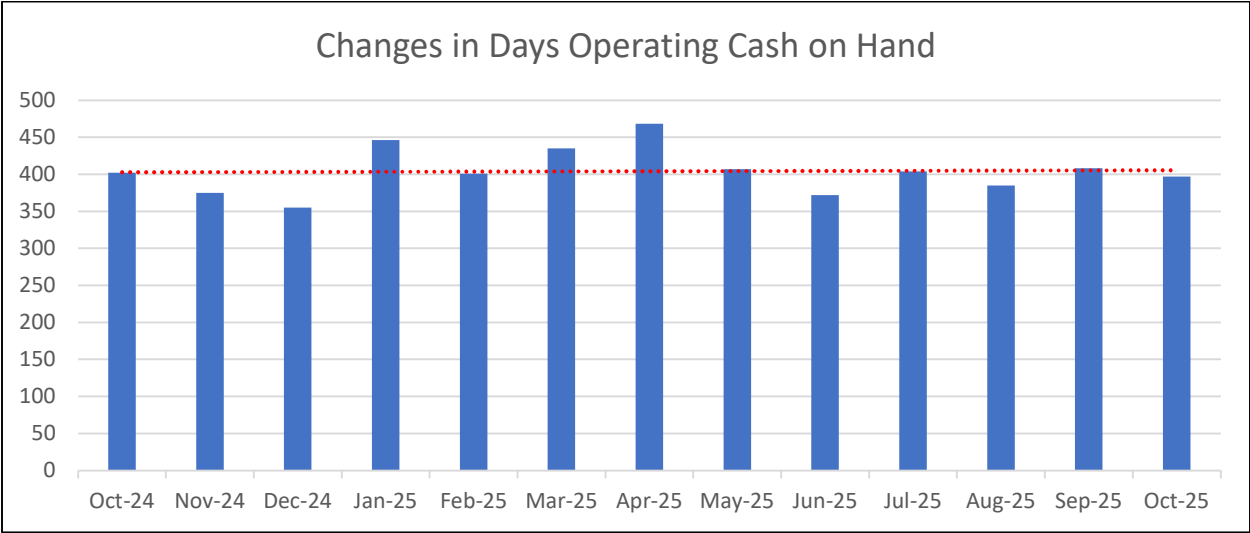
Re: October 2025 Finance Committee Report

Cash Report:

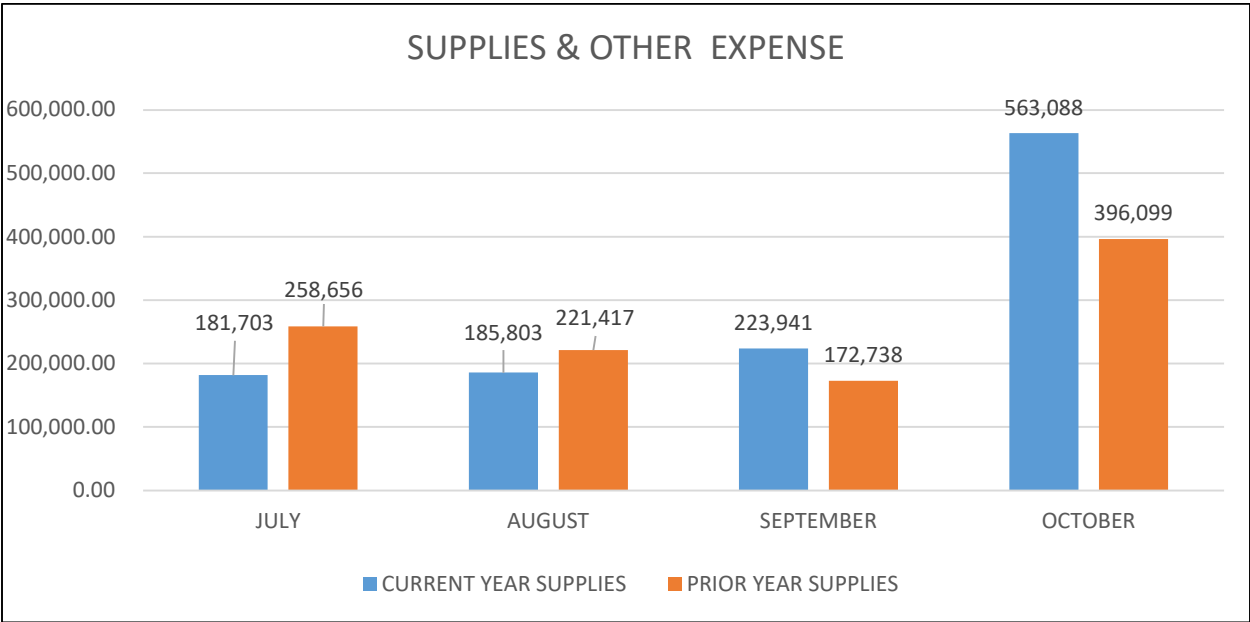
The attached Cash Operating Budget Report is for October 2025, the third month of the 2026 Fiscal Year. The target for the month is 33% for revenue and expense if activity was spread equally over 12 months. For October, revenue is at 49%, which is above target, and expenses are at 33%, which is directly on target.



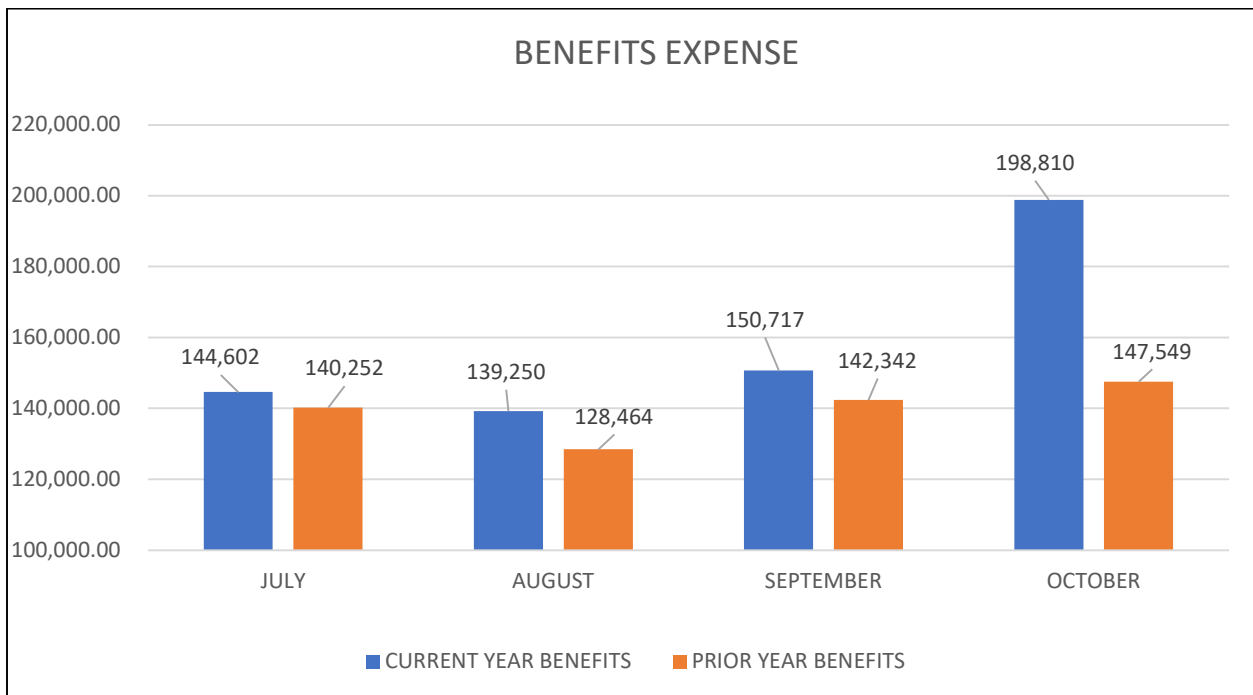
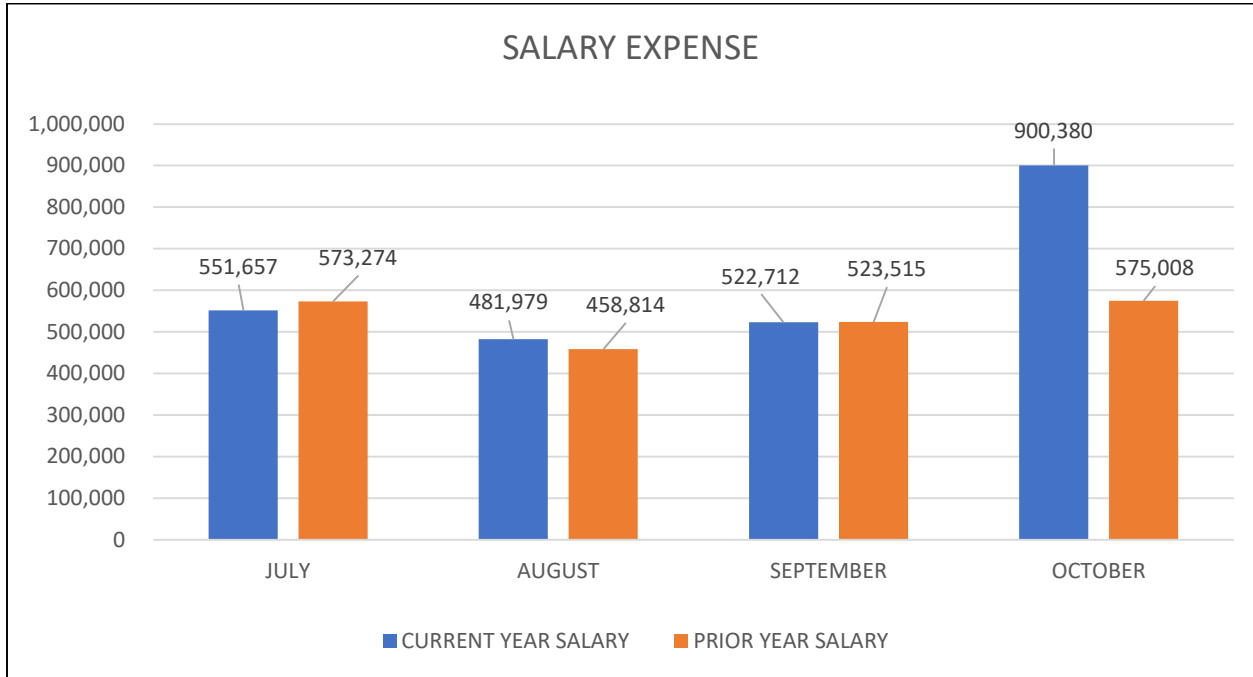
Cash at the end of October 2025 was approximately 5% higher than October 2024, for a \$685,383 difference. The number of days cash on hand in October 2025 is 397, and as of October 2024, it was 402 days, a decrease of 5 days.



Supplies and Other expenses for October 2025 were \$563,088 compared to \$396,098 in October 2024, which is an increase of \$166,989.



Salaries and Benefits for the month of October 2025 were \$900,380 and \$198,810 respectively, compared to \$575,008 and \$147,549 in October of last year, for an increase of \$325,372 in salaries and an increase of \$51,261 in benefits.



Mountwest Community & Technical College
ALL FUNDS
Fiscal Year 2026

as of: October 31, 2025

	FY 2026 BUDGET	FY 2026 ACTUAL YTD	Comparison %	FY 2025 BUDGET	FY 2025 ACTUAL YTD	Comparison %
TOTAL REVENUES:						
Tuition and Fees	\$5,050,000	\$2,321,311	46%	\$4,800,000	\$1,662,518	35%
Sales and Services of Educational Activities	180,000	127,135	71%	\$100,000	\$55,860	56%
Federal Grants	846,183	-66,705	-8%	846,183	236,986	28%
State Grants & Contracts	2,263,935	1,440,139	64%	2,460,935	1,960,754	80%
Auxiliary Enterprises	193,000	125,283	65%	300,000	65,565	22%
Other Operating Revenues	-	-	0%	180,000	-	0%
State Appropriations	7,070,248	3,535,124	50%	7,062,120	3,531,060	50%
Investment income	450,000	209,948	47%	400,000	198,741	50%
Other Nonoperating revenues*	-	-	0%	-	-	0%
TOTAL REVENUES	\$16,053,366	\$7,692,235	48%	\$16,149,238	\$7,711,484	48%

TOTAL EXPENSES:						
Salaries and Wages	8,523,237	2,818,319	33%	7,930,464	\$2,394,966	30%
Benefits	2,214,482	712,089	32%	2,438,197	\$617,122	25%
Utilities	400,000	119,537	30%	395,000	113,435	29%
Supplies and Other Services	8,445,598	1,845,798	22%	7,941,705	2,598,701	33%
Scholarships and Fellowships	25,000	7,500	30%	2,145,495	-	0%
Payment of System Debt-State of WV-Higher Education	82,000	12,200	15%	76,300	39,780	52%
Assessments by the Council for operations (HERA)	81,021	40,511	50%	68,000	38,148	56%
TOTAL OPERATING EXPENSES	\$19,771,338	\$5,555,954	28%	\$20,995,161	\$5,802,152	28%

Net Change in Cash	(3,717,972)	2,136,281	(4,845,923)	1,909,332
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Cash Beginning Balance	20,179,432	20,179,432
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Ending Cash Balance	16,461,460	22,315,713
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SUMMARY	
Beginning Cash Balance	\$ 20,179,432
Revenues	7,692,235
Expenses	(5,555,954)
Ending Cash Balance	\$ 22,315,713

Mountwest Community & Technical College

Cash Operating Budget Analysis

Fiscal Year 2026

as of: October 31, 2025

	FY 2026 BUDGET	FY 2026 ACTUAL YTD	Comparison %	FY 2025 BUDGET	FY 2025 ACTUAL YTD	Comparison %
0						
TOTAL REVENUES:						
Tuition and Fees	\$4,170,000	\$1,904,411	46%	\$4,800,000	1,502,486	31%
Sales and Services of Educational Activities	180,000	105,625	59%	100,000	48,000	48%
Auxiliary Enterprises	193,000	125,283	65%	300,000	65,565	22%
Other Operating Revenues	-	-	0%	180,000	-	0%
State Appropriations	7,070,248	3,535,124	50%	7,062,120	3,531,060	50%
Investment income	450,000	209,948	47%	400,000	198,741	50%
Other Nonoperating revenues*	-	-	0%	-	-	0%
TOTAL REVENUES	\$12,063,248	\$5,880,391	49%	\$12,842,120	\$5,345,852	42%

TOTAL EXPENSES:						
Salaries and Wages	7,678,044	2,456,728	32%	7,250,274	2,130,612	29%
Benefits	1,989,977	633,379	32%	2,265,095	558,607	25%
Utilities	400,000	118,516	30%	395,000	112,265	28%
Supplies and Other Services	3,042,504	1,154,535	38%	2,840,800	1,048,910	37%
Scholarships and Fellowships - E&G Funded	25,000	-	0%	25,000	(22,985)	-92%
Assessments by the Council for operations (HERA)	82,000	40,511	49%	68,000	38,148	56%
TOTAL OPERATING EXPENSES	\$13,217,525	\$4,403,669	33%	\$12,844,169	\$3,865,557	30%

Net Change in Cash	(1,154,277)	1,476,722	\$1,480,295
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Cash Beginning Balance	12,657,864	12,657,864
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Ending Cash Balance	11,503,587	14,134,586
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SUMMARY	
Beginning Cash Balance	\$ 12,657,864
Revenues	5,880,391
Expenses	(4,403,669)
Ending Cash Balance	<u>\$ 14,134,586</u>

Mountwest Community & Technical College FY26 Capital Budget as of: October 31, 2025						
Description	FY 2026 Budget	FY 2026 Actual YTD	Comparison %	FY 2025 Budget	FY 2025 Actual YTD	Comparison %
Funding Sources:						
E&G Capital Fees, Student Tuition	\$ 430,000	\$ 133,833	31%	\$ 430,000	\$ 57,199	13%
Total Funding Sources	\$ 430,000	\$ 133,833	31%	\$ 430,000	\$ 57,199	13%

Uses:						
MCTC Capital Projects	\$ 752,000	\$ 23,987	3%	\$ 1,202,000	\$ 248,309	21%
MCTC Campus Improvements	-	-	0%		\$ -	0%
Payment of System Debt-State of WV-Higher Education	82,000	12,200	15%	76,300	\$ -	0%
Total Uses of Funds	\$ 834,000	\$ 36,187	4%	\$ 1,278,300	\$ 39,780	3%

Balances		
Net Change in Cash	(404,000)	97,646
Beginning Cash Capital Balance	1,036,944	1,036,944
Ending Cash Capital Balance	632,944	1,134,590

\$ 17,419

SUMMARY	
Beginning Cash Balance	\$ 1,036,944
Revenues - cash	\$ 133,833
Expenses - cash	\$ (36,187)
Ending Cash Balance	<u><u>\$ 1,134,590</u></u>

November 2025 President's Report

Enrollment

- Enrollment for Fall – as of census date, +2.3%
- Spring enrollment began November 17th, Open House on November 20th

Data Insights

- Early retention measurements show the highest retention rate in Mountwest history at 47.5%
 - 10% increase over last year (largest year to year increase)
- Yield rate is 41.9% for Fall 2025 (number of students who applied vs. number enrolled)

Grants

- SIP Grant - \$2.1million over 5 years – Student Retention Initiatives
 - Enhance Care Center Initiatives
 - Support faculty development, tutoring, and CETL
- Achieving the Dream – Kick off meeting
 - 1 in 5 colleges selected nationally
 - Cohort reviews student success, and outcomes to enhance ability to serve students
- Pending Grants:
 - ARC for LPN
 - HVAC & Heavy Equipment Operator
 - Cyber
 - NSF grant for Energy/Skilled Trades

Foundation

- Pink Out for All – October 20th – October 23rd raised over \$16,000 for scholarships
- Giving Tuesday and Board Donation Campaign – Today through December 31!
- Thankful Together Project – Teaming up with Student Services to support 50 students with full Thanksgiving family meals
- Parking Lot Fundraising – Over \$12,000 for Care Center, Scholarships, and General funding
- Spring 2026 scholarship budget approved for \$70,000 in scholarships

Miscellaneous

- Cabell Tech Center – Finalizing MOU to make LPN a joint program. Other programs to follow
- HEPC Board of Governors Retreat – Fall 2026 scheduled for October 13-14, 2026
- HLC Multi-location Visit – Positive report, now focusing on 2027 visit

Events PowerPoint

- Pink Out for All
- Family Fun Night Candy Land – over 1,800 attendees, including 700 kids
- Scholarship Breakfast - \$70,000 in scholarships across more than 40 students
- Bethel Cemetery Clean Up – Service Learning

Focus Goals

- Student Care Center
- Alternative Scheduling
- Grow Workforce 10x
- AI Power Users

Fall 2025

Mountwest Events



Pink Out For All

Pink Out For All is a fundraiser at Mountwest that raises money for student scholarships. Originally created to honor former employee, it has now expanded to help all students through raffles, lunches, a survivor walk, and more.



Family Night – Candyland

Mountwest's 2nd annual Family Night welcomed nearly 1,800 attendees for an evening of Candyland-themed fun featuring food, inflatables, trunk-or-treat, a photobooth, and games, making it a memorable community event.



Scholarship Breakfast

Scholarship Video



Bethel Cemetery Clean Up

Mountwest's MKT 130 class and community volunteers returned to Bethel Memorial Park Cemetery in Huntington for their third year of restoration work at the historic burial site, which has served the city's Black community since 1927. Following years of community effort, Bethel was added to the National Register of Historic Places in April, and the class is proud to continue supporting its preservation.

