



BELMONT
COLLEGE

**BOARD OF TRUSTEES
MEETING**

September 25, 2025

5:00 p.m.

Belmont College
District Board of Trustees Meeting
September 25, 2025
5:00 p.m.

AGENDA

CALL TO ORDER	Mrs. Elizabeth Gates, Chair	
ROLL CALL	Kristy Kosky	
PLEDGE OF ALLEGIANCE		
INTRODUCTION OF VISITORS	Mrs. Elizabeth Gates, Chair	
APPROVAL OF AGENDA	Mrs. Elizabeth Gates, Chair	
APPROVAL OF MINUTES	Mrs. Elizabeth Gates, Chair	A
	May 2025 Minutes	A-1
	August 2025 Minutes	A-2
EXECUTIVE SESSION	President's Contract	

CONSENT AGENDA

<u>Monitoring Activities</u>	B
1. April 2025 Financials	B-1
2. May 2025 Financials	B-2
3. June 2025 Financials	B-3
4. July 2025 Financials	B-4
5. August 2025 Financials	B-5
6. Semester Enrollment Statistics	B-6
<u>Board Items</u>	C
1. Ratification of Employment – President	C-1

PRESIDENT'S REPORT	Dr. Paul Gasparro
COMMENTS FROM THE CHAIR	Mrs. Elizabeth Gates, Chair

**COMMENTS FROM
THE COLLEGE COMMUNITY**

NEXT REGULAR MEETING	November 20, 2025 Combined Dinner with the Foundation Board Belmont College – ATC Meal - 5:00 p.m. Official Meeting - 6:00 p.m.
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ADJOURNMENT

TAB A

MINUTES

TAB A-1

MINUTES

May 2025

BELMONT COLLEGE
BOARD OF TRUSTEES MEETING

Minutes of May 22, 2025

The regular meeting of the Belmont College District Board of Trustees was held at 6:00 p.m., on May 22, 2025, at Belmont College in the Board room.

Call to Order Mrs. Gates, Chair, called the meeting to order at 6:02 p.m.

Roll Call Allison Anderson – Absent
Cory DelGuzzo – Present
Elizabeth Gates – Present
Mark Macri – Present
Richard Myser - Present
Anita Rice – Absent
Mark Romick - Absent
Melissa Smithberger - Present
Matt Steele - Present

There being a quorum, the meeting proceeded.

Attendance Carrie White, Bridgette Dawson, Heather Davis, Janet Sempkowski,
Leroy Gifford, Dr. Paul Gasparro and Kristy Kosky.

Introduction of Mrs. Gates introduced Leroy Gifford from BHM CPA group.
Visitors

Approval of Agenda Mrs. Gates pulled consent agenda items C-1, 2025-2026, Budget, C-4, FY 2024-
2025 Audit, D-1, Election of Officers, D-2, Election of Executive Committee, D-
3, Heritage Tree Nominations, D-4, Foundation Board Representative, and D-6,
Employee Emeritus for further discussion.

Mrs. Gates then asked for a motion to approve the agenda.

Mr. DelGuzzo motioned, seconded by Mr. Steele, to approve the agenda.
All ayes; motion carried.

Oath of Office Mr. Myser administered the Board of Trustees Oath of Office to Mrs. Gates
and Mr. DelGuzzo, for reelection to a three year term.

Approval of Mrs. Gates asked for a motion to approve the minutes of the March 2025
Minutes meeting.

	<p>Dr. Macri motioned, seconded by Mrs. Smithberger, to approve the minutes of the March 2025 meeting.</p> <p>Ayes; Mrs. Gates, Dr. Macri, Mr. Myser, Mrs. Smithberger, Mr. Steele.</p> <p>Abstain; Mr. DelGuzzo.</p> <p>Ayes have the majority; motion carried.</p>
Approval of Consent Agenda	<p>Mrs. Gates asked for a motion to approve the remaining items on the consent agenda.</p> <p>Mr. Steele motioned, seconded by Dr. Macri, to approve the remaining items consent agenda.</p> <p>All ayes; motion carried.</p>
Consent Agenda Item C-1 2025-2026 Budget	<p>Dr. Gasparro and Janet Sempkowski provided an overview of the proposed budget.</p> <p>Mrs. Gates asked for a motion to approve agenda item C-1, 2025-2026 Budget.</p> <p>Dr. Macri motioned, seconded by Mr. DelGuzzo, to approve the 2025-2026 budget as submitted.</p> <p>All ayes; motion carried.</p>
Consent Agenda Item C-4 FY2024-2025 Audit	<p>Mr. Leroy Gifford from BHM CPA group presented the FY2024-2025 Audit report.</p> <p>Mrs. Gates asked for a motion to approve agenda item C-4, FY2024-2025 Audit.</p> <p>Mr. Steele motioned, seconded by Mrs. Smithberger, to approve the FY2024-2025 Audit.</p> <p>All ayes; motion carried.</p>
Consent Agenda Item D-1 Election of Officers	<p>Mrs. Gates opened the floor for nominations for officers.</p> <p>Mr. DelGuzzo nominated, seconded by Mr. Myser, the following slate of Officers for the Belmont College Board of Trustees for the 2025-2026 term:</p> <p>Elizabeth Gates – Chair Dr. Mark Macri – Vice Chair Dr. Paul Gasparro – Secretary Ms. Janet Sempkowski – Treasurer</p> <p>Mr. Gates asked if there were any other nominations for the slate of Officers for the Board of Trustees for the 2025-2065 term.</p>

There being no further nominations for the slate of Officers for the Board of Trustees for the 2025-2026 term, Mr. DelGuzzo motioned to close the nominations and elect the slate of Officers as nominated. Mr. Myser seconded the motion.

A roll call vote was taken for Chair.

Ayes; Mr. DelGuzzo, Dr. Macri, Mr. Myser, Mrs. Smithberger, Mr. Steele.

Nays; none.

Abstain; Mrs. Gates.

Ayes have the majority. Motion carried.

A roll call vote was taken for Vice Chair.

Ayes; Mr. DelGuzzo, Mrs. Gates, Mr. Myser, Mrs. Smithberger, Mr. Steele.

Nays; none.

Abstain; Dr. Macri.

Ayes have the majority. Motion carried.

A roll call vote was taken for Secretary.

All ayes; motion carried.

A roll call vote was taken for Treasurer.

All ayes; motion carried.

Consent Agenda
Item D-2
Election of
Executive
Committee

Mrs. Gates asked opened the floor for nominations for the Executive Committee for the 2025-2026 term.

Mr. DelGuzzo nominated Mr. Romick, Mrs. Rice, and Dr. Macri for the Executive Committee 2025-2026 term.

There being no further nominations for the Executive Committee for the 2025-2026 term, Mrs. Gates asked for a motion to elect Mr. Romick, Mrs. Rice and Dr. Macri for the Executive Committee 2025-2026 term.

All ayes; motion carried.

Mr. DelGuzzo motioned, seconded by Mrs. Smithberger.

All ayes; motion carried.

Consent Agenda
Item D-3
Heritage Tree
Nominations

The Board discussed agenda item D-3, Heritage Tree Nominations. Dr. Macri made a motion to nominate Mrs. Gates to the Heritage Tree. Mr. Myser seconded the motion.

All ayes; motion carried.

The floor was opened for nominations for the representative to the Foundation Board.

Consent Agenda

Mrs. Gates nominated Mr. Myser, seconded by Dr. Macri.

Item D-4 Foundation Board Representative	All ayes; motion carried.
Consent Agenda Item D-6 Employee Emeritus	<p>Dr. Heather Davis asked the Board for consideration of Dr. Ben Hitt for the title of Professor Emeritus.</p> <p>Mr. Steele motioned, seconded by Mr. DelGuzzo. All ayes; motion carried.</p>
Presidents Report	<p>Kristy Kosky provided an update on the Industrial Trades Building.</p> <p>Dr. Carrie White provided updates on the Radiology Department and the potential MOU with WVU Medicine and Jennifer Bond filling the Director role.</p> <p>Dr. Heather Davis provided updates Motorcycle Ohio Grant, summer workforce classes, the new strategic plan, maintenance training/management program(s) and the Civil Rights audit/visit.</p> <p>Bridgette Dawson provided an update on the Jefferson County Trustees Scholarship applications, an enrollment update and stated that we will be holding six orientation dates over the summer.</p>
Comments from the Chair	Mrs. Gates announced that the June 26, 2025, meeting is cancelled.
Comments from the College Community	N/A
Next Regular Meeting	<p>August 16, 2025 Board Retreat/Evaluation of the President ATC – Board Room 9:00 a.m.</p>
Adjournment	Mrs. Gates adjourned the meeting at 8:51 p.m.

Elizabeth F. Gates, Chair

Paul F. Gasparro, President

Date Approved: _____ / _____ / _____

TAB A-2

MINUTES

August 2025

BELMONT COLLEGE
BOARD OF TRUSTEES MEETING

Minutes of August 16, 2025

The regular meeting of the Belmont College District Board of Trustees was held at 9:00 a.m., on August 16, 2025, at the Academic Technical Center Board Room.

Call to Order Mrs. Gates, Chair, called the meeting to order at 9:15 a.m.

Roll Call Allison Anderson - Present
Cory DelGuzzo – Present
Elizabeth Gates – Present
Mark Macri – Present
Richard Myser - Present
Anita Rice – Present
Mark Romick - Absent
Melissa Smithberger - Present
Matt Steele - Absent

There being a quorum, the meeting proceeded.

Approval of Agenda Mrs. Gates asked for a motion to approve the agenda.

Mr. DelGuzzo motioned, seconded by Dr. Macri, to approve the agenda.
All ayes; motion carried.

Mrs. Gates asked for a motion to approve Agenda Item A-1, DEI Prohibitions Policy.

Mrs. Smithberger motioned, seconded by Mr. DelGuzzo, to approve Agenda Item A-1, DEI Prohibitions Policy.
All ayes; motion carried.

Executive Session Mrs. Gates asked for a motion to enter into Executive Session for the purpose of discussing the President's contract.

Mrs. Anderson motioned, seconded by Dr. Macri, to enter into executive session for the purpose of discussing the President's contract.
A roll call vote was taken.
All ayes; motion carried.

The Board went into Executive Session at 9:21 a.m.

Mrs. Gates asked for a motion to come out of Executive Session.

Dr. Macri motioned, seconded by Mrs. Smithberger, to come out of Executive Session.

A roll call vote was taken.

All ayes; motion carried.

The Executive Session ended at 3:21 p.m.

Adjournment

There being no further matters for the regular Board of Trustees meeting, Mrs. Gates adjourned the meeting at 3:21 p.m.

Elizabeth F. Gates, Chair

Paul F. Gasparro, President

Date Approved: _____ / _____ / _____

CONSENT AGENDA

TAB B

CONSENT AGENDA

Monitoring Activities

TAB B-1

CONSENT AGENDA

Monitoring Activities

April 2025 Financials

AGENDA ITEM B-1: APRIL 2025 FINANCIALS

Board of Trustees Meeting Date: September 25, 2025

The cash position of the College as of April 30, 2025 is as follows:

* Checking Account Balance	\$ 371,377.52
Certificates of Deposit	\$ 2,277,131.65
STAR Ohio	\$ 2,527,975.77
Savings	\$ 235,414.08
Total Temporary Investments	\$ 5,040,521.50
Total Cash and Temporary Investments	\$ 5,411,899.02

* Checking account balance includes:

General, Auxiliary, Restricted, Development, Endowment, and Plant Funds

The revenues and expenditures are as follows:

	This Year	% Year
	<u>% Recorded</u>	<u>Completed</u>
Budgeted Revenues	91.0%	83.3%
Budgeted Expenditures	89.9%	83.3%

The Appropriated Fund Balances are as follows:

1. The General Fund Board Appropriated Fund Balances are \$ 244,631.55
2. The General Fund Board Appropriated Start Up Fund Balance is \$ 76,334.03.

RECOMMENDATION: Recommended that the Board accept the financial information for April 2025 as presented.

SUBMITTED BY: Janet Sempkowski - Director of Finance and CFO

TAB B-2

CONSENT AGENDA

Monitoring Activities

May 2025 Financials

AGENDA ITEM B-2: MAY 2025 FINANCIALS

Board of Trustees Meeting Date: September 25, 2025

The cash position of the College as of May 31, 2025 is as follows:

* Checking Account Balance	\$ 593,384.49
Certificates of Deposit	\$ 2,352,159.85
STAR Ohio	\$ 1,660,930.06
Savings	\$ 235,414.08
Total Temporary Investments	\$ 4,248,503.99
Total Cash and Temporary Investments	\$ 4,841,888.48

* Checking account balance includes:

General, Auxiliary, Restricted, Development, Endowment, and Plant Funds

The revenues and expenditures are as follows:

	This Year	% Year
	<u>% Recorded</u>	<u>Completed</u>
Budgeted Revenues	95.7%	91.7%
Budgeted Expenditures	100.0%	91.7%

The Appropriated Fund Balances are as follows:

1. The General Fund Board Appropriated Fund Balances are \$ 235,024.51
2. The General Fund Board Appropriated Start Up Fund Balance is \$ 76,334.03.

RECOMMENDATION: Recommended that the Board accept the financial information for May 2025 as presented.

TAB B-3

CONSENT AGENDA

Monitoring Activities

June 2025 Financials

AGENDA ITEM B-3: JUNE 2025 FINANCIALS

Board of Trustees Meeting Date: September 25, 2025

The cash position of the College as of June 30, 2025 is as follows:

* Checking Account Balance	\$ 795,639.61
Certificates of Deposit	\$ 2,352,159.85
STAR Ohio	\$ 1,316,833.21
Savings	\$ 236,194.44
Total Temporary Investments	\$ 3,905,187.50
Total Cash and Temporary Investments	\$ 4,700,827.11

* Checking account balance includes:

General, Auxiliary, Restricted, Development, Endowment, and Plant Funds

The revenues and expenditures are as follows:

	This Year	% Year
	<u>% Recorded</u>	<u>Completed</u>
Budgeted Revenues	100.9%	100%
Budgeted Expenditures	106.4%	100%

The Appropriated Fund Balances are as follows:

1. The General Fund Board Appropriated Fund Balances are \$ 226,135.53.
2. The General Fund Board Appropriated Start Up Fund Balance is \$ 76,334.03.

RECOMMENDATION: Recommended that the Board accept the financial information for June 2025 as presented.

TAB B-4

CONSENT AGENDA

Monitoring Activities

July 2025 Financials

AGENDA ITEM B-4: JULY 2025 FINANCIALS

Board of Trustees Meeting Date: September 25, 2025

The cash position of the College as of July 31, 2025 is as follows:

* Checking Account Balance	\$ 1,221,299.00
Certificates of Deposit	\$ 2,352,159.85
STAR Ohio	\$ 1,321,820.23
Savings	\$ 179,094.47
Total Temporary Investments	\$ 3,853,074.55
Total Cash and Temporary Investments	\$ 5,074,373.55

* Checking account balance includes:

General, Auxiliary, Restricted, Development, Endowment, and Plant Funds

The revenues and expenditures are as follows:

	This Year	% Year
	<u>% Recorded</u>	<u>Completed</u>
Budgeted Revenues	6.5%	8.3%
Budgeted Expenditures	6.8%	8.3%

The Appropriated Fund Balances are as follows:

1. The General Fund Board Appropriated Fund Balances are \$ 226,135.53.
2. The General Fund Board Appropriated Start Up Fund Balance is \$ 76,334.03.

RECOMMENDATION: Recommended that the Board accept the financial information for July 2025 as presented.

TAB B-5

CONSENT AGENDA

Monitoring Activities

August 2025 Financials

AGENDA ITEM B-5: AUGUST 2025 FINANCIALS

Board of Trustees Meeting Date: September 25, 2025

The cash position of the College as of August 31, 2025 is as follows:

* Checking Account Balance	\$ 892,638.43
Certificates of Deposit	\$ 2,359,179.99
STAR Ohio	\$ 1,827,187.92
Savings	\$ 179,094.47
Total Temporary Investments	\$ 4,365,462.38
Total Cash and Temporary Investments	\$ 5,258,100.81

* Checking account balance includes:

General, Auxiliary, Restricted, Development, Endowment, and Plant Funds

The revenues and expenditures are as follows:

	This Year	% Year
	<u>% Recorded</u>	<u>Completed</u>
Budgeted Revenues	10.5%	16.7%
Budgeted Expenditures	16.0%	16.7%

The Appropriated Fund Balances are as follows:

1. The General Fund Board Appropriated Fund Balances are \$ 225,009.15.
2. The General Fund Board Appropriated Start Up Fund Balance is \$ 76,334.03.

RECOMMENDATION: Recommended that the Board accept the financial information for August 2025 as presented.

SUBMITTED BY: Janet Sempkowski - Director of Finance and CFO

TAB B-6

CONSENT AGENDA

Monitoring Activities

Semester Enrollment Statistics

AGENDA ITEM B-6: SEMESTER ENROLLMENT STATISTICS
Board of Trustees Meeting Date: September 25, 2025

Fall Semester Enrollment and Statistics

AY 2026 (Fall 2025)

Head Count: 1949

Credit Hours: 15728

Fall Credit Hours by Student Type Fall AY 26 (Fall 2025)	
Student Type	# of credit hours enrolled FA
First Time from HS	1505
Other First Time	590
Continuing	3088
Returning (after being out of BC for one year)	566
Transfer	230
College Credit Plus	9661
Null	88
Total	15728

Credit Hours and Head Count by Major Fall AY 26 (Fall 2025)		
Program	Credit Hours	# students in program
AAG Assoc. Arts General	91	6
ACC Accounting	165	11
ADN Assoc. Degree Nursing	666	62
ADP College Credit Plus	9661	1444
AHA Allied Health Administration	21	2
ASG Assoc. Science General	1231	105
BAL Business Administration	392	25
BPR Building Preservation and Restoration	73	7
CCF Cyber Security	49	3
CDA Certified Chemical Dependency	21	2
CET Civil Engineering	234	17
CAN CISCO Networking Associate	10	1
CNS Nurse Assistant	4	1
CSF Cyber Security Forensics	159	12
EDU Early Childhood Education	130	8
EMT Emergency Medical-Paramedic	3	1
ENR Energy and Natural Resources	22	2
FFS Firefighter	63	4
GDC Graphic Design	3	1
HET Heavy Equipment	130	9

Program	Credit Hours	# students in program
HVC Ind. Trades HVAC Certificate	9	3
IET Industrial Trades Technology	119	8
INC Instrumentation and Control	23	2
INH Industrial Trades HVAC	260	17
INW Industrial Trades Welding	152	10
ITT Electronic Media	93	9
ITX Networking	93	8
LBT Lab Science	185	14
MCB Medical Coding	130	11
MEC Medical Assisting Certificate	67	6
MED Medical Assisting	104	7
MHT Mental Health	146	10
MSG Massage	243	18
NDS Non Degree Seeking	26	6
NTC PC/Network Technician	10	1
PNP Practical Nursing	221	22
PTC Phlebotomy	91	6
RAD Radiologic Technology	457	44
TAN Transitional Nursing	36	5
TED Teacher Education	37	2
TRN Transient	64	15
WLD Welding Certificate	16	1
WQT Water Treatment	18	1
Total	15728	1949

SUBMITTED BY: Bridgette Dawson, AVP Student Affairs

TAB C

CONSENT AGENDA

Board Items

TAB C-1

CONSENT AGENDA

Board Items

Ratification of Employment - President

<p style="text-align: center;">AGENDA ITEM C-1: RATIFICATION OF EMPLOYMENT Board of Trustees Meeting Date: September 25, 2025</p>

It is requested that the Board approve the President's employment contact.

RECOMMENDATION: It is recommended that the Board of Trustees approve the President's employment contract.

SUBMITTED BY: Jason Huffman –Director of Human Resources.

TAB C-2

CONSENT AGENDA

Board Items

Approval of Renovation Expenditures

<p style="text-align: center;">AGENDA ITEM C-2: APPROVAL OF RENOVATION EXPENDITURES Board of Trustees Meeting Date: September 25, 2025</p>
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It is requested that the Board approve the President to enter into various contracts with vendors for renovation services, equipment, furniture and necessary supplies for the completion of the new Board Room and Executive Offices. Total expenditures will not exceed \$137,817.10.

RECOMMENDATION: It is recommended that the Board of Trustees approve the President to enter into various contracts with vendors for renovation services, equipment, furniture and necessary supplies for the completion of the new Board Room and Executive Offices.

SUBMITTED BY: Janet Sempkowski, Director of Finance and CEO.