



DR. J. TODD ROBERTS, CHANCELLOR

**DATE:** Monday, April 1, 2019

**MEMORANDUM**

**TO:** NCSSM Board of Trustees *Executive Committee*

**CC:** Board of Trustees  
Meredith Steadman, Acting Secretary of the University  
NCSSM Direct Reports, Faculty Senate President, Staff Senate Chair,  
SGA President

**FROM:** Dr. Todd Roberts, Chancellor 

**SUBJECT:** Board of Trustees *Executive Committee Meeting* for  
Thursday, April 11, 2019, 3:30 p.m. – 5:00 p.m., Royall Boardroom

We will have our 4<sup>th</sup> Board of Trustees *Executive Committee Meeting* on Thursday, April 11<sup>th</sup>, from 3:30 p.m. – 5:00 p.m., in the Royall Center Board Room.

Please access your pre-meeting materials at [www.ncssm.edu](http://www.ncssm.edu) and *bring those you wish with you*. Trustees are welcome, of course, to access information electronically at the meeting via personal computer or another portable device. Board members will not need to log in this time since there are no confidential materials for this meeting. Thank you for reviewing this information prior to the meeting.

At all Board meetings, we provide you with an ID card and electronic access pass that will allow you to enter our buildings. When you arrive on campus, please enter the Bryan Center lobby and pick these items up at the reception desk so that you may come and go as you need during the meeting. However, it is very important that you leave them with us after the meeting so that we can continue to provide a secure campus for our students. If you should lose them, they can easily be deactivated and replaced; you just need to notify us as soon as possible. Thank you very much for your cooperation in keeping our campus secure.

We look forward to seeing you on Thursday, April 11<sup>th</sup>. Please contact Delaney Keefe at 919-416-2706 or via email at [delaney.keefe@ncssm.edu](mailto:delaney.keefe@ncssm.edu) if you have other questions. She will be glad to assist.

Our 4<sup>th</sup> BOT meeting will be Friday, May 17<sup>th</sup>, 2019, from 9 a.m. – 4 p.m., approximately.

Thank you again for your continued support of our students.

Enclosures:

1. Draft Agenda
2. Draft BOT Minutes for March 15, 2019 (Information Item)
3. Draft BOT Executive Committee Minutes for February 7, 2019 \*\*
4. Financial Report as of March 31, 2019
5. Construction & Renovation Report

\*\* Action Items

† Closed Session Items