

APPROVED



Rocky Mount Prep

Minutes

Monthly Board Meeting

November 2025

Date and Time

Tuesday November 18, 2025 at 6:00 PM

Directors Present

C. Davis, J. Kitchin, K. Gravely, S. Parker (remote)

Directors Absent

None

Guests Present

D. Witherspoon, J. Hines, J. Wallace, L. Glass, S. Gardner, T. Dixon, W. Artis, W. Etheridge, Y. Phillips

I. Opening Items

A. Meet and Greet

B. Call the Meeting to Order

S. Gardner called a meeting of the board of directors of Rocky Mount Prep to order on Tuesday Nov 18, 2025 at 6:01 PM.

C. Prayer/Moment of Reflection

Mr. Gravely led us in a moment of prayer.

D. Pledge of Allegiance

Mr. Gravely led us into the Pledge of Allegiance.

E. Public Address

II. Approval of Agenda

A. Approval of Board Agenda and Minutes

J. Kitchin made a motion to approve the minutes from Monthly Board Meeting on 10-14-25.

C. Davis seconded the motion.

The board **VOTED** unanimously to approve the motion.

III. Information Items

A. Financial Report

Dr. Collins discussed with the Board of Directors the latest financial report from our Financial Partners. She also discussed with the Board of Directors the findings of our latest audit.

B. Campus Updates

Dr. Collins discussed with the Board of Directors the findings of our latest audit.

IV. Action Items

A. Concession Stand Renovations

Dr. Collins discussed with the Board of Directors what is going on with our current concession stand and why we need updates.

C. Davis made a motion to make the upgrades to the concession stand by adding a hood and fire suppression system.

J. Kitchin seconded the motion.

The board **VOTED** unanimously to approve the motion.

V. Closed Session

A. Closed Session

C. Davis made a motion to go into closed session at 6:41 pm to discuss personnel matters.

J. Kitchin seconded the motion.

The board **VOTED** unanimously to approve the motion.

J. Kitchin made a motion to approve the new hire and come out of closed session @ 7:08pm.

C. Davis seconded the motion.

The board **VOTED** unanimously to approve the motion.

VI. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:09 PM.

Respectfully Submitted,

C. Davis