



**BOARD OF TRUSTEES
BOARD MEETING MINUTES
NOVEMBER 19, 2008**

Present: Chair Portenga, Vice Chair Lester, Trustee Wright, (Secretary),
Trustee Crandall, Trustee Oakes and Trustee Saint Denis

Absent: Trustee Bednarek, (Treasurer)

- I. Agenda – page 1 – There was an item added to the agenda, Non Operational V. E – Self evaluation of the Board.

Motion by Trustee Crandall, second to accept the agenda as corrected. Vote unanimous, motion carried.

- II. Minutes – page 2

Motion by Trustee Crandall, second to accept the minutes as presented. Vote unanimous, motion carried.

- III. Public Comments – page 8 – Trustee Lester spoke and thanked the Board for the opportunity to attend the ACCT Conference in New York City. She visited Queensboro Community College which has a virtual learning hospital for their nursing program. They had a former shop house their art gallery. She handed out a copy of her report to everyone on the Board. She said that after 9/11 we need to be prepared and have an emergency plan.

Trustee Oakes also thanked the Board for the opportunity to attend the conference and put together a packet. She said that community colleges showcased their uniqueness and MCC is meeting the needs of the community and could present at the next conference.

Trustee Crandall sent a typewritten report. He attended the policy governance track at the Conference. He stated it is important for the Board to do annual self-assessments before evaluating the president. He suggested a Board retreat early in 2009 before the new president is hired and another retreat four to six months after the new president is in place.

Trustee Wright stated he was glad to see the Board doing reports on the conference. He gave a verbal report that the conference was a good experience and stated Barnes and Noble gave a presentation. He stated that the ACCT Conference is a good investment for the College.

Chair Portenga said there was a newspaper article on Coach Jenkins, who won the Western Michigan Jr. College Coach of the Year.

At a recent Bar Association meeting, Kurt Troutman and David Takitaki (working on his Ph.D.) gave a presentation, Chair Portenga said they did a phenomenal job and represent our school very well.

- IV. Consent Agenda (*Board Action Required*) – page 9
 - A. Budget/Finance
 - 1. Treasurer’s and Financial Reports – page 10
 - 2. Enrollment Report – page 27
 - B. Personnel
 - 1. Personnel Report – page 28
 - 2. Appointment – Foundation Director – page 29
 - C. Issues List – page 30

Motion by Trustee Crandall, second to accept the Consent Agenda. Trustee Oakes thanked the Administration for putting the corresponding months on the quarterly report. Trustee Wright asked when the Business Process Mapping reports would be completed and Interim President Osborn responded that they are just finishing up those reports and they should be done by the next Board Meeting in December. Vote unanimous, motion carried.

- V. Non Operational – page 32
 - A. Finance Committee Report – No report
 - B. Personnel Committee Report – No report
 - C. Approval – Presidential Search Committee (*Board Action Approval*) – page 33 – Interim President Osborn has been making calls to the people suggested at the Study Session on Monday. Several of the people suggested are unable to serve on the committee. If Bishop Burrell is not available Trustee Oakes and Interim President Osborn will get together and select another candidate from the religious community. Greg Adams, the Student Government Rep. was in the audience and Chair Portenga thanked him for being willing to serve.

The four candidates on the Board for the three Board positions on the Presidential Search Committee are: Trustee Crandall, Trustee Lester, Trustee Oakes and Trustee Wright. They all made a statement why they would be the most qualified to serve on the committee.

Motion for Trustee Crandall to serve on the committee by Trustee Crandall, second.

Vote:

Barbara Saint Denis	no	Don Crandall	yes
Dorothy Lester	yes	Larry Wright	no
Ann Oakes	yes		

Motion carried.

Motion for Trustee Lester to serve on the committee by Trustee Lester, second. Vote unanimous, motion carried.

Motion for Trustee Oakes to serve on the committee by Trustee Oakes, second. Vote unanimous, motion carried.

Motion for Trustee Wright to serve on the committee by Trustee Wright, second.

Vote:

Ann Oakes	no	Dorothy Lester	no
Don Crandall	no	Larry Wright	yes
Barbara Saint Dennis	yes		

Motion failed.

The three Board Members on the Presidential Search are Trustee Crandall, Trustee Lester and Trustee Oakes

- D. Resolution – Consumers Power Rebate (*Board Action Approval*) – page 34 – Motion by Trustee Lester, second, that the Resolution be authorized as submitted. Vote unanimous, motion carried.
- E. Self-Evaluation of Board – Trustee Crandall suggested completing the forms, (these forms do not need to be signed), and return to the office of the President. Trustee Crandall and Trustee Wright will work with Chair Portenga to complete the compilation of the evaluations.

Trustee Oakes made a motion, with a second, to complete the self-evaluation forms and return them to Trustee Crandall. It was further motioned that Trustee Crandall and Trustee Wright will work with Chair Portenga on the compilation. Vote unanimous, motion carried.

- VI. Old Business
 - A. Deferred Maintenance – page 68 – Board consensus was that the presentation on deferred maintenance at the Study Session on Monday was very good.
 - B. Enrollment Report – Board consensus was that the enrollment presentation at the Study Session on Monday was excellent.
 - C. Board Orientation Phase II – page 69 – Trustee Saint Denis handed out what the committee has worked on thus far and would like comments on this at the December Board Meeting.
- VII. New Business
 - A. Open Resources
- VIII. Board of Trustees Policy Manual – Update
 - A. Biennial Organizational Board Meeting – page 78

Motion by Trustee Crandall, second, to hold this meeting on the first regularly scheduled meeting of the Board of Trustees in January following the date of the regular community college election. Vote unanimous, motion carried.

- IX. Announcements
 - A. Bette Naruszkiewicz presentation on the Education Program – This program has grown the past eight years under her hard work. The Chair thanked Bette for her hard work and wished her a wonderful retirement.
 - B. Faculty Retirement – page 80

Motion by Trustee Crandall, second, to move into an Executive Session for purchase or lease of real property, second.

Vote:

Ann Oakes	yes	Larry Wright	yes
Roy Portenga	yes	Dorothy Lester	yes
Don Crandall	yes	Barbara Saint Denis	yes

Motion by Ann Oakes, second, to move to go out of the Executive Session.

Vote:

Barbara Saint Denis	yes	Don Crandall	yes
Dorothy Lester	yes	Roy Portenga	yes
Larry Wright	yes	Ann Oakes	yes

Motion by Trustee Crandall, second to adjourn at 2:50.

Minutes submitted by Trustee Wright/kb