



## Muskegon Community College

### BOARD OF TRUSTEES BOARD MEETING MINUTES October 18, 2023, 12:30 p.m. Room 2109E – Main Campus

Present: Chair Osborn, Trustee Mullally, Trustee Frye, Trustee Moore, Trustee Portenga, Trustee Crandall

Absent: Trustee Cook

I. Agenda – Chair Osborn called the meeting to order at 12:31 p.m. Chair Osborn requested that the 5-year Stabilization Plan be moved to after the Administrative Reports. Trustee Frye moved approval of the agenda; Second. Vote unanimous; motion carried.

II. Public Agenda – Related Comments

III. Presentations

- George Maniates and Les Rorick faculty – Center for Experiential Learning  
MCC has offered Experiential Learning since 2010. We have reached thousands of students and community members with educational trips, speakers, and events. The Center was awarded the 2016 Liberal Arts Network for Development (LAND) Award for Institutional Excellence for a WWII history course and community lecture series. The FY 2022-2023 Annual Report was shared.

IV. Trustee Moore moved approval of the Consent Agenda; Second. Vote unanimous; motion carried.

A. Minutes

- Board Meeting Minutes of September 20, 2023

B. Budget/Finance – *Beth Dick*

- I. Financial Reports  
5-year Stabilization Plan

The Budget Stabilization Plan was presented and discussed. A work session date will be set soon to review the plan in greater detail and revise where appropriate.

The need for an updated Master Plan and its importance in moving forward was discussed. The College is still operating from the 2010 plan. President Selmon will request permission at the November Board of Trustees meeting to issue an RFP for a Facilities Master Plan.

In November the auditors will present the FY2022-23 audit results. The quarterly financial report will be postponed until the December board meeting.

The College maintained its AA- bond rating from Standard and Poor's.

2. Project(s) at a Glance

C. Required Approvals

D. Personnel Report

V. Administrative Reports

A. President's Report

President Selmon provided some highlights from his report starting with conversations he is having with mental health and medical services providers about leasing the Health and Wellness Center. Several colleges around the country at the ACCT conference were talking about the need for medical health and medical services for their respective communities.

President Selmon shared that he and members of the Executive Leadership Team are having conversations with several interested community members around renovating the MCC tennis courts and adding pickleball courts. The funds to support this effort are targeted to come from prospective donors.

The newly named Frye Veterans Student Success Emergency Fund at MCC will help support veteran students in need of financial support while recognizing Trustee Nancy Frye and her husband Hughie for starting the fund. Brochures will be available at the Veterans Salute Day Celebration on Thursday, November 9<sup>th</sup> at 2:30 in the Health and Wellness Center.

President Selmon passed around and shared information about several training opportunities for board members and reminded them about some upcoming events such as the celebration of Howmet's grant donation for robots, which increases capacity in the high-demand robotics classes at the STC. The event will take place on Friday, November 3<sup>rd</sup> at 2:00 p.m. in the STC.

Dr. Wilson shared that we maintain a program to protect the security of our customer information in compliance with the Federal Trade Commission under the Gramm-Leach-Bliley Act. A detailed report is on the Board Portal.

President Selmon provided an update on the MCCA Legislative Committee (LC). The 2023 Legislative Priorities have been completed. The LC will soon be requesting the MCC Board's input on budget/policy issues to include on the voting ballot that will assist the committee in identifying the MCCA's 2024 Legislative Priorities. Dr. Crandall and President Selmon will be following up to collect survey and ballot information from MCC.

B. Student Success Report

1. Enrollment

2. Student Success Completion Agenda

VI. Business Non – Operational

A. Michigan Community College Association Report – *Trustee Crandall*

Trustee Crandall shared information on the Governance Leadership Institute (GLI) from MCCA. The GLI will be held December 4<sup>th</sup> and 5<sup>th</sup> at the Kellogg Center in East Lansing. The registration information will be sent to the Board members.

B. Foundation Update

Sue Samaniego presented on the Advancement Goals for 2023-2024. Building strong partnerships and raising at least \$500,000 is our top goal, along with restricted funds for student support, technology, and academic programs. The Foundation for MCC will meet next Wednesday. The Foundation Board has elected the officers.

Employee giving at MCC is now at 41%. The national average giving percentage for community college employees is 40%.

Sue shared information on our Opportunity Team at the MCCA Advancement affiliate group.

VII. Old Business

VIII. New Business

A. Approval of the Refunding Bond Resolution for the 2013 and 2014 Bond Issues

Trustee Moore moved approval of the Resolution Authorizing Issuance of Refunding Bond of the original 2013 and 2014 General Obligation Unlimited Tax bonds and additionally approved the selection of Huntington Securities, Inc. to act as the underwriter for the bonds; Trustee Mullally seconded. Vote unanimous; motion carried.

Roll call:

Trustee Frye – Yes

Trustee Moore – Yes

Trustee Mullally – Yes

Trustee Osborn – Yes

Trustee Crandall – Yes

Trustee Portenga - Yes

Trustee Cook - Absent

B. Used Loader Purchase

Trustee Mullally moved approval of the purchase of a used Volvo L60H loader, with snow box from ALTA Equipment for the total of \$113,500 which includes snow tires and a trade-in credit of \$26,000 for the Komatsu loader; Second. Vote unanimous; motion carried.

IX. Board of Trustees Policy Governance – *Chair Osborn*

A. Policy Updates

- I. 2.12.5 Board Committee Principles – *Committees will be used sparingly and ordinarily in an ad hoc capacity, except for a Finance Committee.* This wording will be added: After the Finance Committee meetings, a written summary from their meeting will be given to the Board of Trustees before each Board meeting.

Trustee Moore moved approval of the Policy update, 2.12.5 Board Committee Principles; Second. Vote unanimous; motion carried.

2. 4.07.9 Asset Protection —~~Invest funds in non-interest bearing accounts or in investments not permitted by Federal or Michigan law.~~ The wording will be changed to: Invest funds in high-risk investments or invest funds without input from a Board approved investment advisor.

Trustee Moore moved approval of the Policy update, 4.07.9 Asset Protection; Second. Vote unanimous; motion carried.

3. V. Ends Policies

Trustee Portenga moved approval of the Policy update V. Ends Policies; Second. Vote unanimous; motion carried.

Administration will bring forth a policy recommendation for the reserve fund.

B. Future Agenda Items

- X. Public General Comments

Chair Osborn comments on our great relationship with Howmet.

Trustee Frye will be giving the Reflection at the November 9<sup>th</sup> Veterans Salute. Trustee Frye appreciated the brochure for the Frye Veterans Student Success Emergency Fund at MCC.

Thank you, Trustee Frye, for the fund for MCC students.

- XI. Board Comments/Announcements

- XII. Adjournment: 2:25 pm

Minutes submitted by Nancy Frye, Secretary

/ph