



# Muskegon Community College

## BOARD OF TRUSTEES BOARD MEETING MINUTES

Room 1100 – Lecture Hall Stevenson Center for Higher Education

**Present:** Chair Crandall, Vice-Chair Osborn, Trustee Frye, Trustee Lester, Trustee Mullally, Trustee Oakes and Trustee Portenga

Chair Crandall called the meeting to order at 11:04 a.m.

1. Agenda

Trustee Oakes moved approval of the agenda; second. Vote unanimous; motion carried.

2. Minutes

- Board Study Session Minutes – December 16, 2013

Trustee Frye moved approval of the December 16, 2013 minutes; second. Vote unanimous; motion carried.

- Board Meeting Minutes – December 18, 2013

Trustee Osborn moved approval of the December 18, 2013 minutes; second. Vote unanimous; motion carried.

3. Public Comments

There were no public comments.

4. Consent Agenda (*Board Action Required - Vote*)

A. Budget/Finance

1. Finance Committee Report – *Trustee Lester*
2. Treasurer and Financial Reports – *Trustee Lester*

B. Personnel

1. Personnel Committee Report – *Trustee Mullally*

Trustee Lester moved approval of the consent agenda; second. Vote unanimous; motion carried.

5. Administrative Reports

- A. Academic Affairs – *Teresa Sturrus*
- B. Student Success Report – *Dr. John Selmon*
  - a. Enrollment
  - b. Student Success Completion Agenda
- C. Personnel Report – *Aaron Hilliard*

Michelle Duval, the Enrollment Services Representative being presented for appointment, was introduced to the Trustees by Cindy Reuss, Dean of Enrollment Services.

6. Business Non Operational

- A. MCCA Report – *Trustee Lester*

There was nothing additional to report

- B. Foundation Update – *Vice-Chair Osborn*

- Vice-Chair Osborn reported the “hope & encouragement” appeal helped to generate the best ever year-end giving cycle of 82 gifts totaling over \$52k in December, reaching 86% of goal. The 2013-14 unrestricted gifts are allocated 45% to science center/equipment, 45% to scholarships and 10% to FMCC Administration, with the exception of unrestricted bequests, which are designated to the FMCC endowment fund.
- Tina Dee also worked with a donor to create a nursing scholarship with a \$20k endowment. Overall 13 new donor-supported scholarships have been created since 2010.

7. Old Business – there was nothing additional to report.

- A. Construction Project Committees

- a. Steering Committee
  - i. Science Center
  - ii. Health Center
  - iii. Arts Center
  - iv. Downtown Center

- B. Golf Course Additional Yearend Information Requested by the Board – *When available*

8. New Business

- A. Permission to Appointment – Full Time Enrollment Services Representative  
Trustee Portenga moved approval; second. Vote unanimous; motion carried.
- B. Recommendation for MCC Website Redesign and Development  
Trustee Oakes moved approval; second. Vote unanimous; motion carried.

C. Post-Issuance Tax Compliance Policy Resolution

Beth Dick presented information on this policy resolution, which was received yesterday from Chris Iamarino of Thrun Law Firm.

Trustee Portenga moved adoption of the resolution, which includes Exhibit A of the resolution;

A roll call vote was taken:

Trustee Frye: Yes	Trustee Oakes: Yes
Trustee Lester: Yes	Chair Crandall: Yes
Vice-Chair Osborn: Yes	Trustee Portenga: Yes
Trustee Mullally: Yes	

D. Resolution for Aaron Hilliard

Trustee Portenga moved the resolution be adopted; second. Vote unanimous; motion carried.

9. Board of Trustees Policy Manual Updates – There were no updates.

10. Announcements

- ▶▶ 18<sup>th</sup> Annual Dr. Martin Luther King, Jr. Unity Breakfast - Friday, January 17<sup>th</sup> 7:30 AM  
MCC Collegiate Hall– *Ticket Required*
- ▶▶ Last scheduled Downtown Campus Committee Meeting, Friday, January 17<sup>th</sup>  
3:00-5:00 PM 400z Board Room – Dr. Crandall has access to an architectural report that was done on the Hackley Administration Building and if MCC were to consider this downtown location, it is recommended the Trustees read the report.
- ▶▶ MCC Health Center Committee Kick-Off Meeting, Thursday, January 30<sup>th</sup>  
3:00-5:00 PM 400z Board Room
- ▶▶ MCC Health Center Committee Meeting, Monday, February 10<sup>th</sup>  
3:00-5:00 PM 400z Board Room

A. President's Report – *President Nesbary*

B. Departmental Updates – *President Nesbary*

C. Board Comments

- Trustee Oakes commented that it seems like yesterday when we were up in the gym, squeezed in and hiring Aaron. It was a good fit for MCC.
- Trustee Osborn stated, having hired Aaron, she is going to miss him. She read an excerpt from Dr. Seuss and left him with a quote.
- Trustee Portenga shared that he and Aaron started the same year. He wished Aaron well and asked him to say “hi” to Dr. Rule for all.

With no further business, at 11:23 a.m. Trustee Oakes moved the meeting be adjourned.

Minutes submitted by Secretary, Nancy Frye.

/csd