



Muskegon Community College

BOARD OF TRUSTEES BOARD MEETING MINUTES December 16, 2020 – 12:30 p.m. Zoom Meeting

Chair Osborn called the meeting to order at 12:32 p.m.

Present: Chair Osborn is participating remotely from Muskegon Township, MI
Vice Chair Mullally is participating remotely from Whitehall, MI
Trustee Crandall is participating remotely from Norton Shores, MI
Trustee Frye is participating remotely from Blue Lake Twp., MI
Trustee Moore is participating remotely from the City of Muskegon, MI
Trustee Oakes is participating remotely from Dalton Twp., MI
Trustee Portenga is participating remotely from North Muskegon, MI

President Nesbary is participating remotely from Muskegon, MI
Cindy DeBoef is participating remotely from Holton, MI

Chair Osborn noted that item 8. D. has been added to the agenda.

1. Trustee Frye moved to approve the Agenda; second. Vote unanimous; motion carried.
2. Trustee Portenga moved approval of the Board Meeting Minutes of November 18, 2020; second. Trustee Crandall noted the minutes are supposed to capture the activities or actions of the Board, they recouped much of what was said rather than the actions of the Board and we need to be careful about that. A roll call vote was taken:

Trustee Crandall – Yes	Trustee Frye – Yes
Trustee Moore – Yes	Vice Chair Mullally – Yes
Trustee Portenga – Yes	Trustee Oakes – Yes
Chair Osborn – Yes	

3. Public Comments and Presentations
 - Arn Boezaart, President for the Foundation for Muskegon Community College, gave a presentation with updates on the status of the Foundation and activity for this past year.
 - Tina Dee presented the Annual Strategic Plan updates.
 - Tom Schuler, Marcia Hovey-Wright and Nancy Stier, Friends of the Lakeshore Fitness Center, spoke on the future of the LFC.

4. Trustee Portenga moved approval of the Consent Agenda; second. A roll call vote was taken:

Trustee Crandall – Yes	Trustee Frye – Yes
Trustee Moore – Yes	Vice Chair Mullally – Yes
Trustee Portenga – Yes	Trustee Oakes – Yes
Chair Osborn – Yes	

5. Administrative Reports

- A. President's Report – Dr. Nesbary highlighted those employees who have recently completed, or are in the process of seeking, various degrees; the dynamic Strategic Planning; the great work of the Foundation; the MCC DEI project; gift cards from McDonald's owner/operators that are being donated to our Jayhawk Pantry; and thanked students and employees for hanging in there with all the challenges this year has brought.
- B. Student Success Report – *Dr. John Selmon*
 - 1. Dr. Selmon gave an update on Winter enrollment, the Futures for Frontliners program and our enrollment campaign.
 - 2. Student Success Completion Agenda – Dr. Selmon reported we haven't had many working/work study students with limited on campus staff due to the pandemic. About \$50,000 was able to be repurposed into supplemental educational opportunities as grant money for students who have a financial need. He also highlighted the mini-sessions to introduce and transition new students into the college and the Michigan Reconnect Spring/Summer initiatives.
- C. Kristine Anderson presented the personnel report, highlighting campus promotions and transfers, our two new MCAN completion coaches and the upcoming retirement of Karrol McKay, Budget Analyst. She thanked everyone who contributed to MCC's United Way campaign, reaching \$19,500 in contributions, a number that will continue to grow.

6. Business Non Operational

- A. MCCA Report – Trustee Crandall reported the MCCA is still in the process of recruiting a new president.
- B. Foundation Update – Ken Long thanked all the FMCC Board members who were able to attend today's meeting and thanked Arn Boezaart for his presentation.

7. Old Business

- A. Project Updates – Dr. John Selmon noted the FARM project is on schedule to complete construction this month and they have a couple of tenants in place, ready to begin early next year.

8. New Business

- A. Chair Osborn read a Resolution for Trustee Ann D. Oakes who is leaving after serving on the Board of Trustees for 24 consecutive years. Trustee Portenga moved to adopt the resolution; second. A roll call vote was taken:

Trustee Crandall – Yes	Trustee Frye – Yes
Trustee Moore – Yes	Vice Chair Mullally – Yes
Trustee Portenga – Yes	Trustee Oakes – Yes
Chair Osborn – Yes	

Comments and heartfelt thoughts were shared with Trustee Oakes and she was presented with a gavel from the Trustees and the College.

- B. Trustee Oakes moved approval for the Board of Trustees approval of Faculty Representative, Diana Casey, for the Foundation for Muskegon Community College Board of Directors; second. A roll call vote was taken:

Trustee Crandall – Yes	Trustee Frye – Yes
Trustee Moore – Yes	Vice Chair Mullally – Yes

Trustee Portenga – Yes
Chair Osborn – Yes

Trustee Oakes – Yes

- C. Trustee Crandall moved approval of the Ottawa Center Roof Replacement Permission to Seek Bids; second. A roll call vote was taken:

Trustee Crandall – Yes
Trustee Moore – Yes
Trustee Portenga – Yes
Chair Osborn – Yes

Trustee Frye – Yes
Vice Chair Mullally – Yes
Trustee Oakes – Yes

- D. Trustee Crandall moved approval of the Library Information and Technology Center Cooling Tower Piping Failure Replacement and Permission to Proceed with Repairs; second. Dr. Crandall asked about this cooling tower leaking in the parking lot. David Sturgeon confirmed when they built the building, the tower is housed in the parking lot with piping underground and across the parking lot. The plan is to reroute and only remove 30%-40% of the piping. A roll call vote was taken:

Trustee Crandall – Yes
Trustee Moore – Yes
Trustee Portenga – Yes
Chair Osborn – Yes

Trustee Frye – Yes
Vice Chair Mullally – Yes
Trustee Oakes – Yes

- E. Trustee Portenga moved to adopt the 2021 Board Meeting Calendar with the following changes: move 7/21/2021 to 7/14/2021 and 11/17/2021 to 11/10/2021; second. A roll call vote was taken:

Trustee Crandall – Yes
Trustee Moore – Yes
Trustee Portenga – Yes
Chair Osborn – Yes

Trustee Frye – Yes
Vice Chair Mullally – Yes
Trustee Oakes – Yes

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

A. [Policy Updates](#)

B. Future Agenda Items

10. Announcements

A. Board Comments

- Trustee Crandall stated that the dynamic nature of the integrated strategic planning process and the communication to the Board has been outstanding. He appreciates the work everyone has done, working the plan constantly and it's been and will continue to be a huge benefit to the College.
- Trustee Portenga thanked all those who have been involved in the calling campaign. He also stated to Trustee Oakes that they have become friends through all of this and that is to his great benefit. Trustee Oakes replied "likewise". Chair Osborn agreed and stated it has been good all the way through.
- Chair Osborn appreciates seeing the pictures of the employees and the changes, nice to put a face with a name. Dr. Crandall added a brief little bio would be helpful as well.
- Trustee Frye and Trustee Crandall wished everyone a good holiday.

With no further business, the meeting was adjourned at 2:23 p.m. Minutes submitted by Secretary Nancy Frye.

/csd