



Muskegon Community College

BOARD OF TRUSTEES BOARD MEETING MINUTES May 15, 2019 – 12:30 p.m.

Present: Chair Osborn, Vice Chair Mullally, Trustee Frye, Trustee Moore, Trustee Oakes and Trustee Portenga

Absent: Trustee Crandall

Chair Osborn called the meeting to order at 12:30 p.m.

1. Agenda – Trustee Moore moved approval; second. Vote unanimous; motion carried.
2. Minutes
 - Board Meeting Minutes of April 17, 2019 – Trustee Frye moved approval; second. Vote unanimous; motion carried.
3. Public Comments and Presentations
 - A Day for Me at MCC Essay and Poster Winner Presentations. Third grade students from Mr. Clarke's class at Reeths-Puffer Elementary and Mr. Richard's class at Twin Lake Elementary presented their winning essays and posters from their Day for Me at MCC. Awards were given to each of the winners and two \$50 checks were given to the first place winners from each school.
4. Consent Agenda (*Board Action Required - Vote*) Trustee Mullally moved to accept the consent agenda; second. Vote unanimous; motion carried.
 - A. Budget/Finance
 1. Financial Reports – *Ken Long*
 - B. Required Approvals – *Chair Osborn*
5. Administrative Reports
 - A. Student Success Report – *Dr. John Selmon* discussed the useful data information on 7-week courses and reported that MCC is planning to add additional 7-week courses.
 1. Enrollment – As of today, summer enrollment is up 1%. A copy of the Strategic Enrollment Management plan was uploaded to the Board portal for review. This plan addresses headcount goals, etc. The Board stated that the useful data information is very helpful and informative.
 2. Student Success Completion Agenda
 - B. Personnel Report – *Kim Salinas* reported there were no new hires this month. *Patricia Raider* resigned to take a position at the county.

6. Business Non Operational

A. MCCA Report – *Trustee Oakes & Trustee Frye*

B. Foundation Update – *Amy Swope*

- Several members of the FMCC Board attended the final session for the Academy of Fundraising Excellence in April.
- Rachel Stewart has been busy this month with the Alumni Awards Dinner, Commencement and the Automotive Open House.

7. Old Business

A. Construction Project Updates – *Dr. John Selmon*

- Inspections are underway for the Arts & Humanities Center and we expect to receive occupancy status soon. The Grand Haven project updates are later on the agenda.

8. New Business

A. Permission to raise the estimated budget of the Grand Haven renovation project to \$831,336 and give permission to Wolverine Building Group to execute these bids and begin construction. Trustee Portenga moved approval; second. Vote unanimous; motion carried. Township approval was received in April. State approval was also awarded and we are awaiting state paperwork. The goal is to have the building ready by August 1st.

B. Public Hearing and Adoption of the 2019-2020 Budget – *Ken Long*

Trustee Portenga moved to open the public hearing on the 2019-2020 proposed budget; second. Vote unanimous; motion carried. Ken Long presented the proposed budget.

Trustee Oakes moved to close the public hearing on the 2019-2020 proposed budget; second.

Trustee Moore moved to adopt the 2019-2020 budget as presented; second. Vote unanimous; motion carried.

Ken Long confirmed for the Board that MCC's portion of the taxes abated for payment in lieu of taxes Brownfield Industrial facilities tax totaled \$184,000 in 2018.

C. Permission to Award Richard Doctor Distinguished Faculty Status Posthumously. Trustee Portenga moved approval; second. Vote unanimous; motion carried.

D. Permission to Contract to Replace the Liebert CRV Precision Cooling Thermal Management System – Main Campus IT Server Room - *David Sturgeon*. Trustee Mullally moved approval; second. Vote unanimous; motion carried.

E. Lakeshore Fitness Center – Sump Pump System Pump, Duplex Control Panel and Safety Cover Replacement (Pool Tunnel System) and Whirlpool / Spa Therapeutic Jet System Pump Replacements (1st Floor Mechanical Room) – *David Sturgeon*. Trustee Portenga moved approval; second. Vote unanimous; motion carried.

F. Permission to Seek Bids and Purchase Support Summer 2019 Life Cycle – *Mike Alstrom*. Trustee Moore moved approval; second. Vote unanimous; motion carried.

9. Board of Trustees Policy Governance – *Chair Osborn*
 - A. [Policy Updates](#) – Policy 2.11 Board members Code of Conduct was updated per discussion at the April Board Meeting, adding item 9 that reads: *Members will sign an acknowledgement of agreement with this Code of Conduct on or before the February Board of Trustees public meeting each calendar year.* Once approved, trustees will sign the acknowledgement form for this year. Trustee Frye moved approval; second. Vote unanimous; motion carried. Trustees were asked to sign their acknowledgement today and leave it for the Board file.
 - B. Future Agenda Items
10. Announcements
 - ❖ Saturday, June 1, 12-3PM [Community Family Fest](#) at the Lakeshore Fitness Center – Trynette Lottie-Harps extended an invitation to the 4th Annual Community Family Fest, which is MCC's thank you to our community who are very supportive of MCC. A flyer was also distributed.
 - A. President's Report – *Dr. Nesbary*
 - B. Board Comments

With no further business, the meeting was adjourned at 2:12 p.m.

Minutes submitted by Nancy Frye, Secretary

/csd