



# Muskegon Community College

## **BOARD OF TRUSTEES BOARD MEETING MINUTES May 18, 2016 – 12:30 p.m.**

Room 1100 – Stevenson Center Lecture Hall

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

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

### 1. Agenda

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

### 2. Minutes

- Board Meeting Minutes – April 20, 2016

Trustee Frye moved approval of the Board meeting minutes of April 20, 2016; second. Vote unanimous; motion carried.

- Board Closed Meeting Minutes – April 20, 2016

Trustee Moore moved approval of the Board closed meeting minutes of April 20, 2016; second. Vote unanimous; motion carried

### 3. Public Comments and Presentations

- A Day for Me at MCC Presentations

Third grade students from Reeths-Puffer Elementary and Twin Lake Elementary schools presented their winning posters and essays from their visit to campus in March for “A Day for Me at MCC”. Certificates were presented to the students along with \$50 checks for the first place essay contest students.

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

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

#### A. Budget/Finance

- I. Financial Reports – *Teresa Sturris & Ken Long*

#### B. Required Approvals – *Dr. Crandall*

5. Administrative Reports – There were no additional reports.
  - A. Student Success Report – *Dr. John Selmon*
    1. Enrollment
    2. Student Success Completion Agenda
    3. Personnel Report – *Kristine Anderson*
6. Business Non Operational
  - A. MCCA Report – *Trustee Oakes*
  - B. Foundation Update – *Vice-Chair Osborn*

The Jayhawk Scramble is on June 10<sup>th</sup> with golf and lunch, or lunch only available.
7. Old Business
  - A. Construction Project Committees – There were no additional reports.
    - Steering Committee
      1. Science Center
      2. Health Center
      3. Arts Center
      4. Downtown Center
8. New Business
  - A. Proposed Hearing and Adoption of Budget

Trustee Oakes made a motion to open the public hearing on the 2016-2017 proposed budget; second. Vote unanimous; motion carried. Ken Long presented an overview summary of the budget.

Trustee Oakes made a motion to close the public hearing on the 2016-2017 proposed budget; second. Vote unanimous; motion carried.

Trustee Moore moved approval of the 2016-2017 budget; second. Vote unanimous; motion carried.
  - B. Request for Proposal (RFP) for mechanical upgrades for the HVAC heating and cooling, pool heating and general ventilation systems at the Lakeshore Fitness Center (LFC)

Vice Chair Osborn moved approval of an RFP for mechanical upgrades for the LFC; second. Vote unanimous; motion carried.
  - C. Property Acquisition –714 South Harvey Street (7.6 acres)

Trustee Oakes moved approval; second. Vote unanimous; motion carried.
  - D. Charter Motor-Coach Services

Trustee Mullally moved approval; second. Vote unanimous; motion carried.
  - E. Sole Source Purchase MEDC Equipment

Vice Chair Osborn moved approval; second. Vote unanimous; motion carried.

9. Board of Trustees Policy Governance Manual Updates – *Dr. Crandall*

- A. [Policy Updates](#)
- B. Monitoring Reports
- C. Ends Policy Review and Approval
  - Financial Stability
  - Community Impact
  - Health and Wellness
  - Educational Level of the Community
- D. Future Agenda Items
- E. Board Evaluations are in process. Once the final two evaluations are received, Chair Crandall will compile and email results to the Board.

The Board cancelled the Monday, June 13<sup>th</sup> Board Study Session and will meet for their regular Board meeting on Wednesday, June 15<sup>th</sup> at 12:30 p.m.

10. Announcements

- ❖ Wednesday, May 18, 2016 – Lunch will be in the [Stevenson Center Room 1222](#) and the Board Meeting will be in the [Stevenson Center Lecture Hall Room 1100](#) with “A Day for Me at MCC” Presentations.
- ❖ Wednesday, May 18, 2016 7-8 P.M. | Early College Muskegon County 13<sup>th</sup> Year Open House – Overbrook Theater
- ❖ Saturday, June 4<sup>th</sup> 11 a.m. – 2 p.m. | [Community Family Fest](#) – MCC
- ❖ Friday, June 10<sup>th</sup> 8 a.m. – 2 p.m. | [Jayhawk Scramble](#) – University Park Golf Course
- ❖ Thursday, September 15, 2016 | [Founder’s Day](#) - Join us for MCC’s 90<sup>th</sup> Birthday Celebration!

- A. President’s Report – *President Nesbary*
- B. Board Comments

A compliment was given on The Bay Window student newspaper that it is well written, enjoyable and humorous.

Trustee Oakes moved adjournment; second. With no further business, the meeting was adjourned at 1:26 p.m.

Minutes submitted by Secretary, Nancy Frye.

/csd