



# Muskegon Community College

**BOARD OF TRUSTEES  
BOARD MEETING MINUTES  
May 19, 2021 – 12:30 p.m.  
Zoom Meeting**

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

**Present:** Chair Diana Osborn is participating remotely from Muskegon Township, MI  
Vice Chair Sean Mullally is participating remotely from Whitehall, MI  
Trustee Shon Cook is participating remotely from Whitehall, MI  
Trustee Dr. Donald Crandall is participating remotely from Norton Shores, MI  
Trustee Nancy Frye is participating remotely from Blue Lake Township, MI  
Trustee Kathy Moore is participating remotely from the City of Muskegon, MI  
Trustee Roy J. Portenga is participating remotely from North Muskegon, MI

President Dr. Dale Nesbary is participating remotely from Muskegon, MI  
Cindy DeBoef is participating remotely from Muskegon County, MI

Chair Osborn announced that the Board would be going into Closed Session at the end of this meeting for the purpose of negotiations.

1. Trustee Crandall moved approval of the Agenda; second. Vote unanimous; motion carried
2. There were not any Public Comments and Presentations.
3. Trustee Crandall moved approval of the Consent Agenda; second. Vote unanimous; motion carried.
  - A. Minutes – Board Meeting Minutes of April 21, 2021
  - B. Budget/Finance
    1. Dan Moore presented the Financial Reports.
  - C. Required Approvals – *Chair Osborn*
4. Administrative Reports
  - A. President's Report – Dr. Nesbary highlighted items from his report, including an update on the potential snowmelt system for the Sturris Technology Center, a project MCC is working on with the Community Foundation for Muskegon County and the City of Muskegon. Interim CFO Jeff Williams shared that the federal stimulus funds of \$4.1 for institutional use arrived today and the \$4.1 for students arrived last week.
  - B. Student Success Report – *Dr. John Selmon*
    1. Enrollment - Dr. Selmon presented an enrollment update and a campus Covid-19 update.
    2. Student Success Completion Agenda

C. Personnel Report – Kristine Anderson introduced MCC’s new Dean of Communications Kristin Tank and Interim CFO Jeff Williams. HR continues to support faculty and staff through these times with additional help through the employee assistance programs. HR is very close to launching the new self-service time keeping system.

5. Business Non Operational

A. MCCA Report – Over the last two weeks, Trustee Crandall attended the MCCA Board and Legislative meetings. The focus was primarily on budget and funding and information was shared related to formulas for the college budget. Futures for Frontliners and Reconnect program updates were also given.

B. Foundation Update – Amy Swope gave Foundation for MCC updates.

6. Old Business

7. New Business

A. Trustee Frye moved approval of the Request for Utility Easement, 190 Harvey Street Property; second. A roll call vote was taken:

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

B. Trustee Crandall moved approval of the National Science Foundation Grant Application, RFQ, and Industry 4.0; second. A roll call vote was taken:

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

C. Trustee Frye moved approval of FMCC Member-at-Large Keria Shindeldecker; second. It was noted that a very brief CV of the individual would be helpful in the future, to know the individual and their background a little better. A roll call vote was taken:

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

D. Trustee Crandall moved approval of FMCC Member-at-Large Tom Harryman; second. A roll call vote was taken:

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

8. Board of Trustees Policy Governance – Chair Osborn

A. [Policy Updates](#)

B. Future Agenda Items

9. Announcements

Trustee Crandall toured the Boys & Girls Clubhouse (former Lakeshore Fitness Center). He is excited about their plans for the facility and the community. He talked with Dakota Crow who stated they were pleased at how well MCC maintained the building when it was closed and Dakota would like to thank our staff who have been available for advice and comment as they took over the property.

Trustee Portenga noted that any chat comments in Board meetings held via Zoom should relate to the Board agenda.

Trustee Frye thanked the Board, President and MCC for sending her one of the most beautiful bouquets of flowers she has ever seen.

At 1:32 p.m. Trustee Portenga made a motion to go into closed session to discuss negotiations; second. A roll call vote was taken:

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

Negotiations were discussed.

Trustee Crandall made a motion to come out of closed session; second. A roll call vote was taken:

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

With no further business, the meeting was adjourned at 2:35 p.m.

Minutes submitted by Secretary Nancy Frye.

/csd