



## Muskegon Community College

### **BOARD OF TRUSTEES BOARD MEETING MINUTES July 15, 2015 – 12:30 p.m. 400Z – Board Room**

**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 12:33 p.m.

#### 1. Agenda

There were no changes to the agenda.

#### 2. Minutes

- Special Board Meeting Minutes – June 3, 2015  
Trustee Osborn moved approval; second. Vote unanimous; motion carried.
- Special Board Meeting Minutes Closed Session – June 3, 2015  
Trustee Mullally moved approval; second. Vote unanimous; motion carried.
- Board Study Session Minutes – June 15, 2015  
Trustee Frye moved approval; second. Vote unanimous; motion carried
- Board Study Session Closed Session Minutes – June 15, 2015  
Trustee Moore moved approval; second. Vote unanimous; motion carried.
- Board Meeting Minutes – June 17, 2015  
Trustee Mullally moved approval; second. Vote unanimous; motion carried.

#### 3. Public Comments

There were no public comments.

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

Trustee Oakes 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*

a. Enrollment

b. Student Success Completion Agenda

B. Personnel Report – *Kristine Anderson*

6. Business Non Operational

A. MCCA Report – *Trustee Oakes*

Political Action Committee (PAC) donations were solicited.

B. Foundation Update – *Vice-Chair Osborn*

- FMCC is soliciting silent auction items for Founder’s Day.
- Scholarship award letters are being mailed out and donors are being updated on scholarship recipients.

7. Old Business

B. Construction Project Committees – *Dr. John Selmon*

The Board was encouraged to stop by the bookstore to see the completed expansion work.

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

8. New Business

A. Adoption of the Science Laboratory Center Resolution – *Dr. John Selmon*

Vice Chair Osborn moved approval; second.

Mark Sevald of Warner Norcross and Judd explained this item further, indicating it’s a financing mechanism for the College and the State Building Authority to get the lowest possible interest rate.

A roll call vote was taken:

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

Vote unanimous; motion carried.

B. Adoption of ADA Policy Statement – *Dr. John Selmon*

Trustee Mullally moved approval; second.

The language will be reviewed to ensure it flows with the preceding lines included in the policy.

Vote unanimous; motion carried.

C. Recommendation for Architectural Services for the Health and Wellness Center – *Dr. John Selmon*

Trustee Portenga moved approval; second. Vote unanimous; motion carried.

- D. Architectural Services for Arts and Humanities Renovation Project – *Dr. John Selmon*  
Trustee Oakes moved approval; second. Vote unanimous; motion carried.
  - E. Permission to Sole Source Purchase Budgeted Classroom Technology – *Mike Alstrom*  
Trustee Moore moved approval; second. Vote unanimous; motion carried.
  - F. Permission to Sole Source Purchase Budgeted Student Laptops for Life Science Labs – *Mike Alstrom*  
Trustee Mullally moved approval; second. Vote unanimous; motion carried
  - G. Permission to Sole Source Purchase Budgeted Video Conferencing for Respiratory Therapy – *Mike Alstrom*  
Trustee Mullally moved approval; second.  
Trustee Portenga offered a friendly amendment to add the word **from** Interactive Communications Inc. in the recommendation.  
Vote unanimous; motion carried.
  - H. Sole Source Purchase Request MEDC Equipment – *Teresa Sturrus*  
Vice Chair Osborn moved approval; second.  
Trustee Portenga offered a friendly amendment to add: immediate purchase **from the list that follows for the price quoted above.**  
Vote unanimous; motion carried.
  - I. New FMCC Board Member – *Tina Dee*  
Trustee Portenga moved approval; second. Vote unanimous; motion carried.
  - J. Request to Ratify Faculty Contract – *Kristine Anderson*  
Trustee Portenga moved approval; second. Vote unanimous; motion carried.
9. Board of Trustees Policy Governance Manual Updates – *Dr. Crandall*
- A. Policy Updates
    - Over the next few months, the Board will develop Board agendas for the next year or two, review the agenda policy to ensure it reflects accurately the Board’s plans moving forward, and identify and prioritize subjects the Board wishes to address in the future.
    - Review Mission Statement and Vision for incorporating into the Board of Trustees Policy Governance Manual
  - B. Monitoring Reports
  - C. End Policy Review
  - D. Future Agenda Items
  - E. Board Evaluation
10. Announcements
- A. President’s Report – *President Nesbary*
  - B. Board Comments  
Trustee Frye commented on the architectural renderings for downtown, stating we’re almost there but there’s still something missing. We need to take into consideration we are

across from Hackley Park and the Hackly Building on the south side of the park, and somehow incorporate that history into our design. Trustee Mullally added that he has received feedback that the glass entrance is too bland; we need something more flashy that grabs the imagination and more traditional versus modern. It is the Board's desire to protect and preserve the historical elements of both the Chronicle and Masonic Temple buildings.

A special Board meeting will be scheduled for Monday, July 27<sup>th</sup> at the Chronicle Building for a preview and review of the current architectural plans with architects Dennis Bekken and Tom Mathison.

With no further business Trustee Oakes moved adjournment of the meeting; second. The meeting was adjourned at 1:13 p.m.

Minutes submitted by Secretary, Nancy Frye.

/csd