



**BOARD OF TRUSTEES**  
**BOARD MEETING MINUTES**  
**OCTOBER 17, 2007**

Present: Roy Portenga, Dorothy Lester, Larry Wright, Don Crandall, Ann Oakes and Barbara Saint Denis.

Absent: Frank Bednarek

- I. Agenda – Pulled the Updated Policy Manual, (4.10.00, 4.10.01) – Scholarship Awards as there was not enough time to discuss it. This will be brought back next month.

Motion to accept the agenda as presented with the MCC Policy Manual – Scholarship Awards (4.10.00, 4.10.01) withdrawn by Don Crandall, seconded by Ann Oakes, vote unanimous. Motion carried.

- II. Minutes – Barbara Saint Denis said that things were left out of the minutes and she would like to see the names of trustees asking questions. Roy stated that the Study Session would have been a more appropriate time to bring this up. These comments will be noted for the record. He suggested that in the future the minutes should be read in advance and any comments pertaining to them should be addressed at the Study Session.

Motion to accept the minutes as presented by Dorothy Lester, seconded by Don Crandall, vote unanimous. Motion carried.

- III. Public Comments – There were no comments.

- IV. Consent Agenda (*Board Action Required*)
- a. Budget/Finance
    1. Treasurer's Report
    2. Cash Receipts & Disbursements
    3. Investments
    4. Disbursements over \$10,000
    5. Enrollment Report

- b. Personnel
  - 1. Personnel Report
  - 2. Adjunct Faculty and Chairperson Stipends

Motion to accept the Consent Agenda by Don Crandall, seconded by Dorothy Lester, vote unanimous. Motion carried.

V. Non Operational

- a. Finance Committee Report – Don Crandall reported that this was discussed in detail at the Study Session and they have asked for a breakdown on the storm sewer repair. They are looking at the graphics remodeling for an overall view of costs. This could be done by the next meeting in order to add policy language. He commended Diana Osborn and her staff for the reports that were assembled for the Finance Committee, they were exactly what they were asking for. The Finance Committee has asked for a year of anticipated RRR expenditures.

Larry Wright commends the Finance Committee but has a question on the significant difference in figures for the golf course. This was discussed on Monday and it is because the golf course works on a season and the College runs on a fiscal year starting July 1. This is a draft and the staff is continuing to work at the best way to work through it.

- b. Personnel Committee Report – No change in this report from the Study Session.
- c. MCCA Director Report – No change from the Study Session report.
- c. Capital Outlay Request for Fiscal Year 2009 – It is the recommendation of the President that the FY2009 Capital Outlay Project request will be the Planetarium and the gymnasium expansion.

Motion to approve the FY2009 Capital Project request for the Planetarium and the gymnasium expansion by Ann Oakes, seconded by Larry Wright, vote unanimous. Motion carried.

- e. Permission to Post – Associate Registrar – It is the recommendation of the President that permission be granted to post an Associate Registrar.

Motion to post an Associate Registrar by Dorothy Lester, seconded by Barbara Saint Denis, vote unanimous. Motion carried.

- f. APS Salary Adjustments – It is recommended that the President be authorized to adjust salaries/fringes of the APS group by up to 2% with individual adjustments at the discretion of the President.

Larry Wright asked if the Board would see the individual adjustments and President Rule said he could prepare a report. Ann Oakes thanked the APS staff for their patience with this matter.

Motion to authorize the President to adjust salaries/fringes of the APS group by up to 2% with individual adjustments at the discretion of the President by Don Crandall, seconded by Dorothy Lester, vote unanimous. Motion carried.

- g. Resolution – Middle/Early College – “At this time” was added to the third paragraph and now reads ....financial status of the College at **this time** prohibits the .....

Roy Portenga asked for other suggestions and an alternative to this and Dr. Rule stated that MCC has been expanding dual enrollment and what MCC is doing in Fremont is a model of what can be done. Armstrong to work with the College and will get a copy of this resolution.

- h. Submission for ACCT State Representation – Larry Wright made a motion to submit his name to the ACCT Board of Directors for appointment to the position of ACCT Information Coordinator for the State of Michigan. There was no support. There was a lot of discussion at the Study Session on Monday dealing with Board travel and equalizing the budget among the trustees. Don Crandall stated that there is a need to develop a Board Policy regarding travel before anyone is put on more committees. Roy thanked Larry for his willingness to serve.
- i. Authorization of the Ann and Richard Kraft Alumni House at the “White House” – It is the recommendation of the President that the Board of Trustees authorize the College administration to proceed with plans to place the Ann and Richard Kraft Alumni/Foundation House at the site known as the “White House”, 1784 Marquette Avenue, Muskegon, Michigan.

Ann Oakes said this was a house she looked at for child care, but it was not conducive for that purpose. She is thrilled with Richard Kraft donating this money to MCC.

Motion to proceed with plans to place the Ann and Richard Kraft Alumni/Foundation House at the site known as the “White House”, 1784 Marquette Avenue, Muskegon, Michigan by Don Crandall, seconded by Dorothy Lester, vote unanimous. Motion carried.

## VI. Old Business

- a. Continued Discussion of Capital Projects
- b. Presidential Evaluation 2007

## VII. New Business

- a. Board Evaluations/Trustee evaluations
- b. Change in the policy manual/parity for the RRR Fund.

VIII. Board of Trustees Policy Manual - Updates

a.

IX. Announcements

- a. Andy Wible will give a presentation on his sabbatical at the Board Meeting in November.
- b. Don Crandall suggested a Board development plan and suggested a follow-up retreat which will be held in January.
- c. Ann Oakes thanked Janie Brooks for her presentation at the Reeths Puffer Neighborhood Octoberfest celebration.

Motion to adjourn at 1:15 p.m. by Ann Oakes, seconded by Larry Wright, vote unanimous. Motion carried.