

**BOARD OF TRUSTEES**  
**BOARD MEETING MINUTES**  
**June 18, 2008**

**Present:** Roy Portenga, Frank Bednarek, Dorothy Lester, Ann Oakes,  
Barbara Saint Denis and Larry Wright

**Absent:** Don Crandall

I. Agenda

Motion to accept the agenda as presented by Dorothy Lester, second,  
vote unanimous. Motion carried.

II. Minutes

Motion to accept the minutes as presented by Dorothy Lester, second,  
vote unanimous, motion carried.

III. Public Comments

Carlo Spataro, a teacher at MCC for 43 years and has worked for 7  
different presidents and administrations. There have been tough times in  
the past, going from 3.0 mills to .5 mils and MCC weathered the storm.

Toby Moleski was emotional on Monday, but is very dedicated and  
passionate about this College, and the Board cannot afford to make these  
cuts. The statement was made that travel went up 10%, but gas went up  
100%. He wanted the Board to know the administrative staff is very  
knowledgeable and trustworthy and wants to show support for them.

Joe Cadreau-student and Editor of the Bay Window spoke to the Board on  
Leadership. He sees a problem with the Board receiving the packet on  
Wednesday and not reading it and coming to the meeting unprepared to  
vote on the Budget. What is wrong with the Board? Some members of  
the Board want to raise their travel expenses and reschedule a retreat,  
and leaders lead by example. Some of the Board is embarrassing and he  
cannot believe it.

- IV. Consent Agenda (*Board Action Required*)
  - A. Budget/Finance
    - 1. Treasurer's and Financial Reports
    - 2. Enrollment Report
  - B. Personnel
    - 1. Personnel Report
    - 2. Ratification of Appointments
      - a. Extra-Contractual Assignments – Summer Session 2008
      - b. Adjunct Faculty Assignments – Summer Session 2008
      - c. Department Chairperson & Coordinator Stipends – Summer Session 2008
  - C. Issues List

Motion to accept the Consent Agenda by Ann Oakes, second, vote unanimous. Motion carried.

- V. Non Operational
  - A. Finance Committee Report –The committee did meet and the report was given at the Study Session. The Finance Committee recommends the format for the President's monthly expense report and it will be in the packet as item 9 in the finance reports. Chair Portenga thanked the Finance Committee for all their hard work.
  - B. Personnel Committee Report –The committee worked on the Nepotism policy and it is ready to be mailed to the committee and will come to the Board in July. Chair Portenga thanked the Personnel Committee for their hard work.
  - C. Public Hearing and Adoption of Budget – 2008-2009 (*Board Action Required*)-Motion to go into the Public Hearing by Frank Bednarek, second, vote unanimous, motion carried.
    - Roy Portenga thanked everyone for their comments, both today and last Monday. The emotion is expected, but he wants everyone to know that the Board has the heart and soul of this school at heart. He thinks out loud to come to good decisions, and it doesn't mean that is what is going to happen. He stated that the retreat is a misnomer. It was actually going to be a three hour meeting off campus to discuss College issues. The retreat will now be the Budget Meeting and he will place the retreat topics on the agenda at the Budget meeting. As far as travel is concerned for the Board, there was not really a budget line item for Board travel. He came up with specific rules, parameters, that may save the College money. Overall travel will not be much different, but evening out the amount among the Trustees.

Barbara Saint Denis called the Clerk and was told the millage will be raised 3 ½% this year and 4% next year. Roy Portenga responded this is only because of the property values.

Ann Oakes stated she left the meeting on Monday with a sad heart. She didn't know what the campus was going through and never thought about cutting positions. She wanted information gathered and thought they could use part of a fund balance and cut travel, not positions.

Larry Wright said that the Board had no discussion regarding cutting programs or positions. He said the Board just received the packet on Thursday and more information on Monday and today. He further stated the Pell Grant may not be fully funded this year, and the State of Michigan has over extended their dollars. He said MCC has to attract more students, and work with more employers in this county.

Dr. Rule responded that the Board packets were delivered by hand on Wednesday, and the information received on Monday afternoon was just requested by Frank Bednarek on Monday morning.

Roy Portenga asked questions on the RRR fund balance, \$1,539,000 and what is coming out of that. Joe Doyle responded that the majority of it is encumbered. The Student One Stop has \$400,000 earmarked to cover furnishings, and alternate 2 approved two months ago by the Board, (Student Life area, Caesar Lounge), gym boiler replacement, refinishing of the gymnasium floor, purchase and installation of kiln and interior signage. With these encumbrances, \$1,143,000 from the RRR Fund is already spoken for, and Mr. Kraft's \$126,000 will be added to that.

Frank Bednarek read a list of questions for the record, and gave the list to Dr. Rule for answers for Tuesday. Larry Wright had questions and he will email them to Dr. Rule for the Tuesday meeting.

Roy asked about the Bookstore Fund Balance and this is a guarantee of \$175,000 yearly from Barnes and Noble. This money is used for debt retirement and is part of MCC's investments. Joe Doyle further stated that the money from Barnes and Noble is a source of steady income to cover the shortage in food service and graphics. Joe Doyle will provide a listing to Frank Bednarek. The fund balances was a positive at MCC's accreditation, showing MC is fiscally sound.

The Public Hearing was concluded and a motion was made by Frank Bednarek with a second, to close the Public Hearing.

Barbara Saint Denis	yes	Ann Oakes	yes
Frank Bednarek	yes	Roy Portenga	yes
Dorothy Lester	yes	Larry Wright	yes

Motion by Frank Bednarek, with a second that the 2008 tax levy be established at 2.2037 Mills on taxable value and that the Secretary of the Board be authorized to certify the tax levy to township supervisors and city assessors, as attached. Vote unanimous, motion carried.

- D. Reappointment – Administrative/Professional/Support Staff (*Board Action Required*)-Motion by Ann Oakes that contracts be issued using the 2007-08 Staffing Tables, second. Ann Oakes wants this item to go to the Personnel Committee and they will come back to the Board at the Budget Hearing meeting on Tuesday with a recommendation. Vote unanimous, motion carried.

Chair Portenga removed the recommendation for a raise for APS and the Personnel Committee will meet regarding that and will have a recommendation to be voted on at the Budget Hearing on Tuesday.

- E. Permission to Post – Ottawa County MI-works! Positions (*Board Action Required*) – This will expand MCC’s programs to areas outside of our district. This is a perfect alignment with our Academic and Strategic Plans. This will give MCC a very large presence in the Holland and Grand Haven areas, and provide services for thousands of students, both credit and non credit. This grant was \$582,910.

Motion that permission be granted to post the positions as stated above and seek qualified candidates by Ann Oakes, second. Vote unanimous, motion carried.

- F. Letter of Support – Trustee Wright for ACCT Public Policy Committee (*Board Action Required*) – Ann Oakes stated that MCC has not had anyone serve at the National level since Dr. Garrison served. Serving at the national level is a way to become involved. Motion that permission be given to reappoint Larry Wright for the ACCT Policy Committee for the 2009 calendar year by Ann Oakes, second.

Roll Call Vote:

Barbara Saint Denis	no	Ann Oakes	yes
Frank Bednarek	yes	Dorothy Lester	no
Larry Wright	abstain		

Motion died.

- G. MCCA Delegate for 2008-2009 (*Board Action Required*) – Nothing has to be done on this until next year when the Chair changes.

## VI. Old Business

- A. Motion that the Board encourage a change in the Articles of Incorporation from the Foundation for MCC from a Type III organization to Type I with MCC as it’s sole member by Frank Bednarek, second, vote unanimous, motion carried.

- B. President's Monthly Expense Report-This report will be number 9 in the Board Reports.
- VII. New Business
  - A.
- VIII. Board of Trustees Policy Manual – Update
  - A.
- IX. Announcements
  - A. MCCA Conference Attendance (Traverse City) July 23-26-Ann Oakes encouraged all Board members to attend this conference, as it will be a very good program. There is an attendance sign up sheet in the Board folder; please let Kathy Beachum know of your intention to attend.
  - B. Board Retreat – MAREC Center June 24<sup>th</sup>, 6:00-9:00 p.m.-This will be the Budget Meeting at the College in room 1100 instead of a retreat.
  - C. Sherri Chandler's sociology class attended the Board Meeting.

Adjourned at 2:00 p.m.

Minutes submitted by Larry Wright/kb