

**BOARD OF TRUSTEES
BOARD MEETING MINUTES
OCTOBER 15, 2008**

Present: Chair Portenga, Vice Chair Lester, Trustee Wright, (Secretary),
Trustee Oakes and Trustee Saint Denis

Absent: Trustee Bednarek, (Treasurer) and Trustee Crandall

I. Agenda

Motion by Trustee Lester, second, to accept the Agenda as presented, vote unanimous. Motion carried.

II. Minutes

Motion by Trustee Oakes, second, to accept the Minutes as presented, vote unanimous. Motion carried.

III. Public Comments – There were no public comments.

IV. Consent Agenda (*Board Action Required*)

A. Budget/Finance

1. Treasurer's and Financial Reports
2. Enrollment Report

B. Personnel

1. Personnel Report

C. Issues List

Motion by Trustee Oakes, to accept the Consent Agenda as presented, second.

Discussion: Trustee Oakes requested that the months of the quarterly report be added to the report.

Vote unanimous, motion carried.

V. Non Operational

A. Finance Committee Report – Did not meet this month.

B. Personnel Committee Report – Trustee Oakes stated the committee did not meet this month but have agreed to postpone the anti-retaliation policy.

C. MCCA Director's Report – Trustee Oakes stated it was an excellent and well attended conference. Mike Hansen with MCCA gave a year end review and this is posted on their website. The presidents of the community colleges discussed energy conservation and past practice. There was discussion about book borrowing to alleviate costs to the students.

D. 403(b) Retirement Plan Resolutions – (*Board Action Required*)

1. The Retirement Plan

Motion by Trustee Wright, second to approve the plan, vote unanimous, motion carried.

2. 403(b) Resolution joining the Interlocal Agreement

Motion by Trustee Wright, second.

Discussion: Trustee Wright requested the College explore some way to have MCC representation on this Board.

Vote unanimous, motion carried.

D. Permission to Seek Bids/Collection Agency (*Board Action Required*)

Motion by Trustee Lester, second.

Discussion: Trustee Oakes requested more information on this item. She further stated these are tough times and does not want to pursue this at this time. Interim President Osborn stated that the College has made three contacts prior to this action to collect this past due money. Trustee Lester responded that this is a request for bids, and the staff at MCC cannot do this, it is not their job. She stated the Board has a duty to MCC and the county to collect this money, and there is a need to make this effort.

Trustee Oakes stated that the percentage of uncollectibles is low based on the College's \$36 million budget. Chair Portenga stated it is an injustice to the people that are paying and making sacrifices. He further stated that most students are needy and the bulk are paying and it is not fair to them to not collect this money. He said he was surprised the College did not have something like this in place already and it is the Board's fiduciary responsibility to collect the overdue money and a collection agency has that expertise. Trustee Wright requested seeking Muskegon providers if possible.

Vote:

Barbara Saint Denis	Yes	Larry Wright	Yes
Dorothy Lester	Yes	Ann Oakes	No
Roy Portenga	Yes		

Motion carried.

VI. Old Business

- A. Golf Course – There was a report given by Beth Smith on Monday at the Study Session. The Board has to notify the current lessee by November 1, 2008 if they are not going to operate the course next year. The capital equipment costs are substantial. The Board needs more information on what they would charge if they provided their own equipment. Trustee

Lester asked if nothing is done with the contract would the College need to purchase the equipment and Associate Vice President Doyle stated it would not. Chair Portenga requested that the golf course operators be at the special Board Meeting on Monday.

- B. Deferred Maintenance/Capital Improvement Budgeting – There will be a presentation on this next month.

VII. New Business

- A. Presentation on Deferred maintenance and RRR Fund and Phase II of the Orientation.
- B. Enrollment – George Maniates will give a brief overview of enrollment.
- C. Phase II Board Orientation.

VIII. Board of Trustees Policy Manual – Updates – Trustee Oakes mentioned corrections needed on the Policy manual.

IX. Announcements

- A. Presidential Search Schedule – There will be a Special Board Meeting on Monday, October 20, 2008 at 5:00 p.m. in room 1100 to discuss the Presidential Search Profile and the Search committee makeup.
- B. Lakeshore Business & Industrial Training Presentation – Tom O'Brien gave a PowerPoint presentation on what they offer.
- C. Director of the Foundation search – The committee met last week and have decided on the five candidates to interview.

Motion to adjourn at 1:35 p.m. by Trustee Lester, second. Vote unanimous, motion passed.

Minutes submitted by Larry Wright, Secretary/kb