



Muskegon Community College

221 S. Quarterline Road • Muskegon, Michigan 49442

BOARD OF TRUSTEES BOARD MEETING MINUTES DECEMBER 19, 2007

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

Absent: No one

I. Agenda

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

II. Minutes

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

III. Public Comments –

Ed Simmons – Wanted to address the board members and told them they are an elected body and their vote should represent the people that have elected them. SunGard – It is good that the Board is going out for bids and not just awarding a contract to SunGard. Nepitism should be addressed and should have been addressed 10 years ago. It breeds negativism.

Toby Moleski – He wanted to speak on Dr. Rule's behalf, he is very open and approachable. He listens to the faculty and that is a great mark of leadership. He is doing a good job with the woes of the state budget particularly.

Enrollment had dipped previously, but is now up and it has been a difficult process. He has done a good job of leading MCC through tough times.

Jim Witham – He questioned the numbers on the personnel report with 23 full time maintenance employees. He is the chief steward and counts 19 full time and 2 part time. Diana will have this clarified for the next meeting.

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

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

- b. Personnel
 - 1. Personnel Report – The numbers will stay as reported, but will have clarification for the next meeting.

V. Non Operational

- a. Finance Committee Report – No report.
- b. Personnel Committee Report – This will be given during the President's contract.
- c. MCCA Director Report – The winter meeting will be held at Schoolcraft Community College February 1 and 2. There will be a presentation on campus security on February 1 and administrators and trustees are invited to attend. A van will be reserved and the trustees should inform Kathy Beachum if they will attend.
- c. Audit Report (*Board Action Required*)-There was a presentation by Brickley DeLong on Monday at the Study Session and they explained the material weakness and the significant deficiency.

Motion to accept the audit report by Larry Wright, seconded by Frank Bednarek, vote unanimous. Motion carried.

- e. Permission to Purchase Computers (*Board Action Required*)-Frank Bednarek asked if this was budgeted and it was. Larry Wright pointed out that there was only a \$2,000 difference between a Grand Rapids vendor and an out of state vendor and if it wasn't the right thing to do to award in the state. Scott O'Neal pointed out that local vendors in the past have not always been supportive. This vendor has proven to be "value added".

Motion to give permission to purchase computers from Convergent Technologies by Ann Oakes, seconded by Dorothy Lester, vote unanimous. Motion carried.

- f. Permission to seek bids for a gas fired kiln (*Board Action Required*)
Frank Bednarek asked if this was budgeted and Diana had explained it was and would be paid out of the Creative and Performing Arts budget by them re-prioritizing their budget and the RRR fund. There is nothing salvageable out of the old kiln.

Motion for permission to seek bids for a gas fired kiln by Don Crandall, seconded by Ann Oakes, vote unanimous. Motion carried.

- g. Permission to seek bids on the Student One Stop (*Board Action Required*)-

Frank Bednarek made a motion to seek bids on the Student One Stop using option number 3, the items in green being alternates, seconded by Don Crandall, vote unanimous. Motion carried.

- h. Student One Stop Business Processing Proposal (*Board Action Required*)-Roy pointed out that this is going out for bids rather than going as a sole Source, and it addresses one of Ed Simmon's concerns in his public comments. Frank Bednarek gave two names of consultants to send the proposal to: Ascenture in Grand Rapids, and Pridnia LaPres locally.

Motion to give permission to seek bids on the Student One Stop Business Processing by Don Crandall, seconded by Ann Oakes, vote unanimous. Motion carried.

- i. Request for information on deferred maintenance – this is for information only, informing the Board of the College's plan. The College is investigating financing improvements through dollars from the saved costs in energy and financing alternatives.

VI. Old Business

- a. Presidential Contract – The personnel committee met and didn't reach consensus so this is coming to the Board. The new contract for Dr. Rule as well as a 2.5% raise bringing his salary to \$135,928 is the issue at hand. The addendum to Dr. Rule's contract was read and Frank Bednarek would like a division in the two parts.

Vote to renew Dr. Rules' contract:

Frank Bednarek	no
Don Crandall	yes
Dorothy Lester	yes
Ann Oakes	yes
Barbara Saint Denis	no
Larry Wright	no
Roy Portenga	yes

Motion passed.

Vote to give Dr. Rule a 2.5% raise:

Frank Bednarek	no
Don Crandall	yes
Dorothy Lester	yes
Ann Oakes	yes
Barbara Saint Denis	no
Larry Wright	no
Roy Portenga	yes

Motion passed.

Larry Wright stated these are tough times for the state and the community and there is a need to control wages and have constraints. He also stated this is a time to hold costs down Larry Wright would like a retreat in January to set the President's goals at the beginning of the year, rather than the middle of the year.

VII. New Business

- a. Nepotism
- b. Board Travel

VIII. Board of Trustees Policy Manual – Update

- a. Travel, 5.15.00 - Mileage Reimbursement

IX. Announcements

- a. Faculty Student Awards at Board Meeting at 12:30
- b. Board of Trustee/Cabinet Christmas Party at Arboreal Inn 12/18/07
- c. Meetings will be set at the January meeting, but usually are the third Wednesday of the month, with the Study Session 2 days prior.

Motion to adjourn at 1:20 p.m. by Larry Wright, seconded by Dorothy Lester, vote unanimous. Motion carried.