



**BOARD OF TRUSTEES
BOARD MEETING AGENDA
January 12, 2011
Conference Room 400Z**

1. Agenda –

Trustee Lester requested tabling item 6. A. until a final accounting and final report is received; Item 6. A. was tabled.

There was a vote to approve the revised agenda; vote unanimous. The revised agenda was approved.

2. Minutes –

Trustee Crandall moved approval of the minutes as amended; second. Vote unanimous; motion carried.

3. Public Comments –

No comments were given.

4. Consent Agenda (*Board Action Required*) –

Trustee Crandall requested extracting Item B. 3. from the consent agenda.

Trustee Crandall moved adoption of the consent agenda as revised; second. Vote unanimous, motion carried.

Discussed ensued on Item B. 3. Mike Alstrom reported that in December, when permission was granted to seek bids, a deadline of January 4th was set. At the Monday Board of Trustee Study Session, Trustee Crandall inquired about whether the systems were identical for both bids, so Mike again reviewed the bids. Upon review, Mike discovered that the vendor, Open Systems, had sent an additional quotation after the deadline for \$64,955 compared to CDW-G's original bid of \$58,403.95 and is still recommending CDW-G, but wanted to let the Board know that the information that was presented on Monday was not for identical computer systems.

Trustee Crandall made a motion to approve the purchase of computers from CDW-G in the amount of \$58,403.95; second. Chair Wright thanked Mike for doing this due diligence. Vote unanimous; motion carried.

A. Budget/Finance –

1. Treasurer and Financial Reports –

2. Student Success Report –

a. Enrollment/Retention –

b. Achieving the Dream –

B. Personnel –

1. Personnel Report –
No additional information was given.
2. Permission to Post Director of Finance Position –
3. Permission to Purchase Classroom Presentation Computers –
This agenda item was extracted from the consent agenda as noted above.
5. Business Non Operational –
 - A. Finance Committee Report –
Trustee Crandall reported that the committee reviewed the guidelines for the credit card use policy and found no significant discrepancies between what was approved and with the policy. The policy was distributed for informational purposes only.
 - B. Personnel Committee Report –
No additional information.
 - C. MCCA Report –
No additional information.
 - D. Resolution – Janie Brooks –
The resolution was read by Chair Wright and the Board presented the resolution to Ms. Brooks. Ms. Brooks said a few words, thanking MCC and the community.
6. Old Business –
 - A. MCC University Park Golf Course Contract (*Board Action Required*) –
This item was tabled as noted under item 1. Agenda above.
 - B. Institutional Dashboard Report – Anne Meilof –
 - C. Board of Trustees Schedule 2011 –
The schedule was approved as part of the organizational meeting.
 - D. Updates to the New Trustees Orientation Manual –
No additional information from Administration. Trustees and Administration continue to work on this process.
7. New Business –
 - A. Designation of Member of Election Coordinating Committee –
Dr. Nesbary indicated that now that a Secretary is in place, responsibility will be assigned to Cindy DeBoef and the appropriate documents will be signed and submitted to Muskegon County.
8. Board of Trustees Policy Manual Updates –
 - A. Review Summary of Changes Made Since Last HLC Reaccreditation 2000 – 2010 and Update Language as Needed –
A tentative meeting is scheduled for January 18th at 3:00 p.m. to review the policy changes.

9. Announcements –
 - A. President's Report –
 - B. President's Message, January 2011 – *Sent by email*
No additional information.
 - C. Departmental Updates –
No additional information.
 - D. Wednesday, January 12, 2011
Board of Trustees Organizational Meeting – **11:00 a.m.**
Years of Service Banquet – 12:30 p.m.

Trustee Crandall, on behalf of the Board, thanked Dorothy Lester for her two years of service as Chair and stated that the accomplishments in the last two years have included hiring a new President, completing two budget cycles with declining state revenues, going through an accreditation process, and going through a massive retirement. She led the team, and Trustee Crandall thanked her for the outstanding job over the last two years. Trustee Lester added that the Board is a team of seven with one voice and will continue to do what they do best, serve community colleges. Chair Wright also thanked Trustee Lester for her service, stating it has been an excellent two years.

With no further business, Trustee Frye made a motion to adjourn the meeting; second. Vote unanimous; motion carried. The meeting was adjourned at 11:51 a.m.

Minutes submitted by Trustee Frye.

/csd