



**BOARD OF TRUSTEES
BOARD MEETING MINUTES
August 15, 2012
12:30 p.m. – Board Room 400Z**

Present: Chair Crandall, Vice-Chair Oakes, Trustee Frye, Trustee Lester, Trustee Mullally, Trustee Osborn & Trustee Portenga

1. Agenda
Trustee Frye moved approval of the minutes; second. (Vote unanimous; motion carried.)
2. Minutes
 - Board Study Session Minutes – July 16, 2012
Trustee Lester moved approval of the minutes as amended; second. Vote unanimous; motion carried.
 - Closed Session Minutes – July 16, 2012
Vice-Chair Oakes moved approval of the minutes as amended; second. Vote unanimous; motion carried.
 - Board Meeting Minutes – July 18, 2012
Trustee Mullally moved approval of the minutes; second. Vote unanimous; motion carried.
3. Public Comments
There were no public comments.
4. Consent Agenda (*Board Action Required - Vote*)
 - A. Budget/Finance
 1. Finance Committee Report – *Trustee Lester*
 2. Treasurer and Financial Reports – *Trustee Lester*
 - B. Personnel
 1. Personnel Committee Report – *Trustee Osborn*
 2. Personnel Report – *Aaron Hilliard*
 3. Permission to Post Institutional Research and Grants Coordinator Position – *Aaron Hilliard*
 4. Permission to Appoint – Assistant Coach Women's Soccer – *Aaron Hilliard*

5. Permission to Appointment Coaching Staff for the 2012-2013 Academic Year
– *Aaron Hilliard*
6. Permission to Appoint Kathleen Liefer – Applied Technology Instructor
– *Aaron Hilliard*

Vice Chair Oakes moved approval of the consent agenda; second. Vote unanimous; motion carried.

5. Administrative Reports

A. Academic Affairs – *Teresa Sturris*

There was nothing additional to report.

B. Student Success Report – *Dr. John Selmon*

a. Enrollment

b. Student Success Completion Agenda

There was nothing additional to report.

6. Business Non Operational

A. MCCA Report – *Trustee Lester*

There was nothing additional to report.

7. Old Business

A. Ottawa County Location – *Dr. Dale Nesbary*

There was nothing additional to report.

B. Follow-Up Diversity and Inclusion Retreat – *Chair Crandall*

There was nothing additional to report.

8. New Business

Easement Request – IPCS Wireless, Inc. – Sprint Nextel – *Rosemary Zink*

Trustee Portenga moved approval; second.

A. Request for Proposal for Emergency Power Generator – *Rosemary Zink*

This discussion was postponed until the September Board meeting and until there is a better understanding of the Request for Proposal.

B. Request for Proposal for Redundant Air Conditioning Installation – *Rosemary Zink*

Trustee Portenga moved approval; second.

The Board requested the Request for Proposal for review. For future RFP's, the Board requested criteria for review prior to approving and distributing the RFP, including exactly what is being requested, the cost, and the scope.

Vote unanimous; motion carried.

9. Board of Trustees Policy Manual Updates – *Chair Crandall*

A. Recommended Amendment to Policy 4.09.01 Tuition and Fees

Trustee Oakes moved approval; second. Vote unanimous; motion carried.

10. Announcements

A. President's Report – *Dr. Nesbary*

There were no additional changes.

B. President's Message, July 2012 – *Dr. Nesbary*

This report was distributed in today's meeting packet.

C. Departmental Updates – *Dr. Nesbary*

There were no additional updates.

D. Board Comments

- Foundation Update – *Trustee Osborn*

The Foundation Board met yesterday, and a packet from that meeting was distributed to the Board including information on Founder's Day, a meeting agenda, and the Foundation's Continuous Quality Improvement Plan. The Foundation set a goal of selling 250 tickets at \$19.26 each for Founder's Day and is looking for volunteers for various activities and sponsorship. A goal of raising \$10,000 for the silent auction was set, with items due September 4.

- The fundraising report is based on the fiscal year that just started. The goal is to have all Board members, college and foundation, contribute to the Foundation to attain 100% participation. Purchasing Founder's Day tickets would fulfill part of the Board contribution to get to 100% participation.
- Millage, projects, and bonding were discussed, and being prepared to speak about these topics at various meetings and events.
- The Foundation continues to struggle a bit with Board recruitment.
- The Foundation has a success fund idea, in which faculty and staff can submit proposals geared toward student success, and the Foundation may award grants for programs that have involvement with Achieving the Dream, etc.
- How much MCC paid Siemens for their work and the savings received was discussed by the Board.
- Trustee Mullally started filming a program on MCC TV – Muskegon in Motion. He covers items of interest and events in the Muskegon area.

The Board received ipads today and will gradually phase use of the ipads in over the next few months. For the rest of the year, the Board will receive both printed and electronic versions and will decide at the beginning of next year if they would like to move to receiving information only electronically.

With no further business, Trustee Frye moved to adjourn the meeting; second. Vote unanimous; motion carried. The meeting was adjourned at 12:52 p.m.

Minutes submitted by Secretary, Nancy Frye.

/csd