



# Muskegon Community College

## BOARD OF TRUSTEES RETREAT MINUTES

March 11, 2019 – 12:00 p.m.

Room 125 @ the Sturris Technology Center

**Present:** Chair Osborn, Vice Chair Mullally, Trustee Crandall, Trustee Frye, Trustee Moore, Trustee Oakes and Trustee Portenga

Chair Osborn called the meeting to order at 12:00 p.m.

1. Upcoming Marketing Campaign – Trynette Lottie-Harps distributed handouts for the Board to review, consisting of the top two marketing choices, and invited Board input.
2. Budget Updates – Current year and upcoming year
  - Ken Long reported the next quarterly update would be presented to the Board in April. Current projections reflect a little over a \$1M shortfall, primarily due to BC/BS claims. About two thirds of that shortfall has been found through cost savings such as holding positions, analyzing overload and adjunct pay, and a BC/BS rebate. Work continues looking for additional cost-savings opportunities. The last budget loss was in 2012-13, with an All Funds loss of \$56,000 out of a budget totaling \$40M.
  - The travel budget will see a significant overhaul in the upcoming year. A fixed amount will be designated for the year and faculty and staff will go through an application process for travel funds, which will then go through an approval process. Centralizing supplies and purchasing and other ideas are also being explored.
  - The Governor is recommending a 3% budget increase, but it has to work through a process and generally we end up with less than the Governor's initial recommendation. Last year we received .5%. We are hopeful we will end up with more than a 1% increase.
  - Conservatively, property taxes are being budgeted at a 2% increase.
3. Lakeshore Fitness Center
  - Several from the group “Friends of the Lakeshore Fitness Center” gave updates on the groups actions to date. They stated their positions and are working diligently to find solutions to keep the LFC open and at its current location. The group needs to explore other options and has a number of ideas of how to increase membership and raise funds. They desire to develop dynamic partnerships with the Board, the President, and the community to keep this community asset.
  - Dr. Crandall summarized the history of where we have been and how we got to where we are.
  - Jeff Lohman, LFC Director, shared a history of the LFC since MCC took over and new programs that have been implemented along with efforts to increase membership.
  - MCC and the Board need to determine the role of the LFC, the role of MCC in the center, and whether it is something that is going to be a potential transition supported by a much broader base of community.

- Dave Alexander, Executive Director of Downtown Muskegon Now, shared a presentation of the history of downtown Muskegon, what's happening in Muskegon, and long term planning for downtown Muskegon.

The Board drafted the following statement, which will be emailed to Jeff Lohman, Director of the Lakeshore Fitness Center; Ellen Beal, Chair of Friends of the Lakeshore Fitness Center; and Justine Lofton, mlive reporter: *The MCC Board reaffirms that the health and wellness of the Muskegon community is consistent with our mission and our strategic plan; therefore, our involvement in the Lakeshore Fitness Center is consistent with that effort and will continue into the foreseeable future as we continue to explore long-term options.* Trustee Moore moved approval; second. Vote unanimous; motion carried. A resolution will also be prepared for the March 20, 2019, Board meeting.

The Board would like to confirm that Power Wellness is giving MCC the leanest management. The Board also asked how accounting is handled for additional dollars coming in, such as the Senior Millage, which only MCC is eligible for, not Power Wellness. Ken Long will develop an internal process for handling grants that come to MCC, ensuring they come directly to MCC instead of going to Power Wellness,

4. Diversity – The Board is looking for Diversity and Inclusion internally, as well as on a broader community scale, with MCC as the community expert and trainer. Community discussions have suggested LEDA be brought in from Holland to train staff in Muskegon, but they do not have the same culture and diversity that Muskegon has, giving MCC an opportunity to fill this need within the community. MCC could coordinate efforts to open an institute to a broader audience, working with all the programs in the area such as the County, the Community Foundation for Muskegon County, local businesses and their staff. The Board and MCC staff will begin to look at how this could be developed.
5. FMCC – Chair Osborn shared information from the MCCA Academy of Fundraising Excellence. Fundraising trends are changing and everyone needs to be involved from the FMCC Board, the Board of Trustees, and faculty and staff. Further information will be upcoming.
6. Transparency – Outside of what the Board does, the internal governance system is made up of faculty, staff, and students who are involved in the council system. The council systems all feed into the Coordinating Council and if needed, items come up to the Board. This system has been in place at MCC for several years.
7. Other
  - Board meeting public comments were discussed. The policy states that public comments will be kept to 2 minutes unless special permission is given and those addressing the board must do so respectfully.
  - There was also a brief discussion around medical marijuana. MCC released a campus-wide email reiterating campus policy related to this when the law was recently passed.

With no further business, the meeting was adjourned at 4:26 p.m.

Minutes submitted by Nancy Frye, Secretary.

/csd