

**MINUTES
NORTH CENTRAL MICHIGAN COLLEGE
BOARD OF TRUSTEES
ORGANIZATIONAL MEETING
Monday, January 4, 2021 – 4:00pm (Virtual)**

Prior to the Call to Order, President Finley greeted the participants and read the following:

Good afternoon,

It is Monday, January 4, 2021 at 4:00pm. We are going to begin the Organizational Meeting of the Board of Trustees. This meeting is being conducted in a virtual manner today per Public Act 254 of 2020. If for any reason we need to end this meeting, I will make the announcement. We will communicate via e-mail as to when and how we will next meet.

Thank you for your participation and patience during this meeting. Please know that this meeting is being recorded and that all participants, with the exception of the Board of Trustees, will be muted to eliminate background noise. Comments may be held for Public Comment or typed into the chat at any time and will be read in the order in which received. Please note that you must unmute yourself in Zoom or by pressing *6 if you called in.

As a friendly reminder, I encourage all to keep background noise in mind and remain muted, unless speaking. We will be using roll call votes for all business today.

1. CALL TO ORDER

President David Roland Finley, Ph.D., called the meeting to order at 4:05 p.m. via Zoom, as follows:

“Pursuant to Paragraph 2 of Section III of Act 331 of the Public Acts of 1966 as amended, I, Dr. David Roland Finley, president of North Central Michigan College, hereby call an Organizational Meeting for the Board of Trustees of North Central Michigan College for 4 p.m., Monday, January 4, 2021, via Zoom.

2. ATTENDANCE

Trustees were asked to include their location when roll call was taken.

PRESENT: Trustees Fought (Petoskey), Kring (Petoskey), Millard (Petoskey), Noël (Petoskey), Rasmussen (Petoskey) and Shirilla (Petoskey).

ABSENT: Keiswetter

3. APPROVAL OF AGENDA

It was moved by Trustee Fought and supported by Trustee Millard that the agenda be approved as submitted.

AYES: Trustees Fought, Kring, Millard, Noël, Rasmussen and Shirilla.

NAYS: None.

4. SCHEDULED PUBLIC COMMENT

None.

5. ELECTION OF OFFICERS

It was moved by Trustee Shirilla and supported by Trustee Rasmussen that Phil Millard be elected as chairman, Dave Kring as vice chairman, Irma Noël as secretary, and John Fought as treasurer.

AYES: Trustees Fought, Kring, Millard, Noël, Rasmussen and Shirilla.

NAYS: None.

President Finley turned the meeting over to Chairman Millard. Chairman Millard expressed his gratitude for the confidence being expressed in him to serve as Chairman. He also thanked the Vice Chair, Treasurer, Secretary and Trustees as well.

Chairman Millard shared that the Board of Trustee Committee Assignments for 2021-2022 had one change from the previous year, which was that Trustee Fought would join the Foundation Committee.

6. ADOPTION OF RULES

It was moved by Trustee Millard and supported by Trustee Fought that the Roberts Rules of Order, as revised, be adopted to govern the proceedings of the North Central Michigan College Board of Trustees, and that the bylaws, including the rules to govern the Board of Trustees meetings, be adopted and continue to be followed.

AYES: Trustees Fought, Kring, Millard, Noël, Rasmussen and Shirilla.

NAYS: None.

7. ESTABLISHMENT OF REGULAR MEETING SCHEDULE (2021-2022)

It was moved by Trustee Noël and supported by Trustee Kring that the Regular Board Meetings of the North Central Michigan College Board of Trustees be held at 4 p.m. on the fourth Tuesday of each month, in Conference Rooms 1 and 2 of the Library/Conference Center, unless otherwise noted.

AYES: Trustees Fought, Kring, Millard, Noël, Rasmussen and Shirilla.

NAYS: None.

8. ESTABLISHMENT OF DEPOSITORIES

The following PREAMBLE and RESOLUTION were offered by Trustee Fought and supported by Trustee Kring:

WHEREAS, there may, hereafter from time to time, come into the hands of Trustee Fought, Treasurer of North Central Michigan College, certain public monies belonging to said North Central Michigan College, and

WHEREAS, it is incumbent upon the Board of Trustees of the said North Central Michigan College to provide by resolution for the deposit of all public monies including tax monies coming into the hands of said Treasurer, in one or more banks to be designated in such resolution and in such manner as may therein be provided, now

THEREFORE BE IT RESOLVED, that JP Morgan-Chase Bank, TCF Bank, and Fifth Third Bank are hereby designated as depositories in which the said Treasurer is hereby directed to deposit all monies including tax monies coming into the hands of the Treasurer in his name as Treasurer.

AYES: Trustees Fought, Kring, Millard, Noël, Rasmussen and Shirilla.
NAYS: None.

The following PREAMBLE and RESOLUTION were offered by Trustee Fought and supported by Trustee Noël:

WHEREAS, it is in the general interest to provide for the orderly handling of funds belonging to North Central Michigan College, now

THEREFORE BE IT RESOLVED, THAT

1. A blanket Fidelity and Faithful Performance Bond covering the Board of Trustees, and each employee of \$100,000 be secured, the amount to be changed at the will of the Board of Trustees.
2. Money and Securities insurance covering the Board of Trustees and each employee be secured in the amount of \$100,000.
3. Disbursement of funds of North Central Michigan College will be handled in the following way:

Accounts will be established in which all public monies will be deposited in the name of the College. Disbursements from the account will be valid by check, or any other such documentation as required by the banks, when signed by two of the following persons:

President David Roland Finley
Interim Vice President of Finance and Facilities Tom Zeidel
Treasurer of the Board John E. Fought or
Secretary of the Board Irma Noël

4. The President be authorized to secure loans up to the amount of \$15,000 from JP Morgan-Chase Bank (in the form of credit card use), and that the President at his discretion be allowed to issue credit cards of up to \$5,000 to members of the administration as he sees fit.

5. Following consultation with the Finance Committee chair, the College has the authority to negotiate an unsecured \$1,000,000 line of credit at local banks in case it is needed for cash flow purposes, and that the President and/or Vice President of Finance and Facilities be authorized to sign for this line of credit.
6. All resolutions of this Board's authorization of all above transactions be furnished to the financial institutions where necessary.

AYES: Trustees Fought, Kring, Millard, Noël, Rasmussen and Shirilla.
NAYS: None.

9. UNSCHEDULED PUBLIC COMMENT

None.


10. ADJOURNMENT

There being no further business, the meeting was declared adjourned at 4:14 p.m.

AYES: Trustees Fought, Kring, Millard, Noël, Rasmussen and Shirilla.
NAYS: None.



/S/ Irma Noël, Secretary



/S/ Phil Millard, Chairman