

**NORTH CENTRAL MICHIGAN COLLEGE  
BOARD OF TRUSTEES  
REGULAR MEETING  
CONFERENCE ROOMS 1 & 2  
September 26, 2017  
4:00 P.M.  
AGENDA**

1. Call to Order.
2. Attendance.
3. Approval of Agenda.
4. Approve Minutes of August 22, 2017, Regular Meeting.
5. Communications.
6. Scheduled Public Comment on Agenda Items.
7. Financial Report and Statement of Bills as of August 31, 2017.
8. President's Report.
  - a. Best Practices Resolution.
  - b. Appointment of Foundation Director.
  - c. Appointment of MCCA Delegate & Alternate.
9. Committee Reports.
  - a. Finance and Facilities Committee.
10. Old Business.
  - a. Board Replacement.
11. New Business.
  - a. Executive Recruiting.
12. Student Success.
  - a. Fall Enrollment Report.
13. Unscheduled Public Comment.
14. Adjournment.

**MINUTES  
NORTH CENTRAL MICHIGAN COLLEGE  
BOARD OF TRUSTEES  
REGULAR MEETING  
LIBRARY CONFERENCE ROOMS 1 & 2  
Tuesday, September 26, 2017**

Chairman Millard called the meeting to order at 4:00 p.m.

PRESENT: Trustees Fought, Keiswetter, Kring, Millard, Noël and Shirilla.  
ABSENT: None.

Chairman Millard requested that the agenda be amended to reflect an additional item under #11. New Business:

a. Executive Recruiting.

It was moved by Trustee Noël and supported by Trustee Fought that the Agenda be approved as amended.

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

It was moved by Trustee Fought and supported by Trustee Shirilla that the Minutes of the August 22, 2017, Regular Meeting be approved as submitted.

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

It was moved by Trustee Fought and supported by Trustee Keiswetter that the August 2017 Financial Statement be approved as submitted and certified.

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

President Brunet-Koch reported that Michigan Public Act 108 of 2017, Section 230, requires the College to submit a resolution certifying that we meet at least four out of five standards under each of the three categories: 1) Economic Development and Business or Industry Partnerships; 2) Educational Partnerships; and 3) Community Services. Each category covers five standards of local strategic value called “best practices.” In order to be eligible for a portion of performance-based funding from the State, the law requires the North Central Michigan College Board of Trustees to pass a resolution certifying that the College meets at least four out of five of the best practice standards under each of the three categories.

After review and discussion of the Best Practices Grid, it was moved by Trustee Keiswetter and supported by Trustee Fought that North Central Michigan College meets the best practice standards required for state appropriations under Michigan Public Act 108 of 2017, as documented in “North Central Michigan College Local Strategic Value Table.”

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

Dr. Brunet-Koch reported that the Foundation Directors have recommended an addition to their Board. They have recommended that Emily Brown be appointed to a three-year term, which requires approval by the Board of Trustees.

After discussion, it was moved by Trustee Noël and supported by Trustee Keiswetter that Emily Brown be appointed to a three-year term on the Foundation Board of Directors.

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

President Brunet-Koch reported that the Michigan Community College Association has asked the College to name a trustee delegate and an alternate to represent North Central on its Board of Directors.

After discussion, it was moved by Trustee Kring and supported by Trustee Shirilla that Melissa Keiswetter be appointed as North Central Michigan College's representative to the MCCA Board of Directors, and Phil Millard be appointed as the alternate.

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

Trustee Fought, chairman of the Finance and Facilities Committee, reported that the committee met on September 20 to review the August financial statements. The committee also heard a recommendation to hire a campaign counsel to guide us through the capital campaign for the renovation of the AD/CL Building. Dr. Lisa Watson and the Foundation Board of Directors have recommended approval of a 12-month contract with the Eaton Cummings Group. The Foundation Board has approved a budget of up to \$170,000 for capital campaign expenses, including campaign counsel.

After discussion, it was moved by Trustee Fought and supported by Trustee Kring that the College Board support the Foundation's retention of the Eaton Cummings Group to provide capital campaign counsel for a period of 12 months at a cost of \$63,600, including expenses estimated at \$3,600, with payment of the fee at \$5,000 per month, and expenses when billed.

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

Trustee Fought also reported that the committee reviewed a recommendation regarding refinancing the bonds sold in 2010 for the Health Education and Science Center. Current interest rates are favorable, and refinancing our outstanding bonds could result in debt service savings for the College. This does not obligate the College to follow through with refinancing; if the bids received on the bonds are not favorable, we simply will not proceed.

After discussion, it was moved by Trustee Fought and supported by Trustee Kring that the Board adopt the attached Bond Resolution authorizing issue of refunding the 2010 bonds as presented by bond counsel, and further, that proceeds from the sale of the refinancing bonds be invested as permitted by State law until used, and that a new escrow fund, a new debt service fund, and new depository account, required by the bond resolution, be opened.

Following the motion, a roll-call vote was taken:

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

NAYS: None.

Trustee Shirilla, chairman of the Personnel Committee, reported that the ad hoc committee appointed to nominate a replacement for the Board vacancy created by Marion Kuebler's retirement had met and was ready to make its recommendation.

After discussion, it was moved by Trustee Shirilla and supported by Trustee Kring that the Board appoint Dan Rasmussen to fill the vacant seat on the Board of Trustees.

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

NAYS: None.

Chairman Millard reported that President Brunet-Koch has expressed her intention to retire effective June 30, 2018. Chairman Millard accepted with regret her decision and reported that the Board has formed an ad hoc search committee to find her replacement. The committee will utilize a consulting firm to aid its search. Chairman Millard thanked Dr. Brunet-Koch for her leadership and contributions to the College.

President Brunet-Koch introduced Joseph Balinski, Director of Enrollment Services/Registrar, who presented the fall enrollment report. He reported that tuition hours have decreased by 2.75% compared to last year, and credit hours have decreased by 2.90%. Student head count has decreased by 2.43%, or 63 students, compared to Fall 2016. However, there are 113 students in the Residence Hall this year, up from 91 last year. Of Michigan's 28 community colleges, 18 recorded losses in head count.

Chet Jessick, Professor of Business and Marketing, congratulated Dr. Brunet-Koch on her upcoming retirement and asked that the Board identify a candidate who shares her passion for our community and the College.

There being no further business, the meeting was declared adjourned at 4:31 p.m.

/S/ Irma Noël, Secretary

/S/ Philip Millard, Chairman