

**NORTH CENTRAL MICHIGAN COLLEGE  
BOARD OF TRUSTEES  
REGULAR MEETING  
CONFERENCE ROOMS 1 & 2  
January 19, 2016  
4:00 P.M.**

**AGENDA**

1. Call to Order.
2. Attendance.
3. Approval of Agenda.
4. Approve Minutes of November 24, 2015, Regular Meeting.
5. Communications.
6. Scheduled Public Comment on Agenda Items.
7. Financial Report and Statement of Bills as of November 30, 2015.
8. Financial Report and Statement of Bills as of December 31, 2015.
9. President's Report.
  - a. Board Appreciation Month.
  - b. Community Breakfast Meetings.
10. Committee Reports.
  - a. Finance and Facilities Committee.
  - b. Personnel Committee.
11. Old Business.
12. New Business.
13. Student Success.
  - a. Gaylord Early College.
14. Unscheduled Public Comment.
15. Adjournment.

**MINUTES  
NORTH CENTRAL MICHIGAN COLLEGE  
BOARD OF TRUSTEES  
REGULAR MEETING  
CONFERENCE ROOMS 1 & 2  
Tuesday, January 19, 2016**

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

**PRESENT:** Trustees Fought, Kring, Kuebler and Noël. Trustee Keiswetter participated via conference phone.

**ABSENT:** Trustees Millard and Shirilla.

It was moved by Trustee Noël and supported by Trustee Kuebler that the Agenda be approved as submitted.

**AYES:** Trustees Fought, Keiswetter, Kring, Kuebler and Noël.

**NAYS:** None.

It was moved by Trustee Fought and supported by Trustee Noël that the Minutes of the November 24, 2015, Regular Meeting be approved as submitted.

**AYES:** Trustees Fought, Keiswetter, Kring, Kuebler and Noël.

**NAYS:** None.

President Brunet-Koch reported that she received a “thank you” note from Anne McDevitt on behalf of Leadership Little Traverse. The College hosted an all-day meeting for the group in December.

It was moved by Trustee Fought and supported by Trustee Kuebler that the November 2015 and December 2015 Financial Statements be approved as submitted and certified.

**AYES:** Trustees Fought, Keiswetter, Kring, Kuebler and Noël.

**NAYS:** None.

In observance of School Board Appreciation Month, President Brunet-Koch thanked the Board members for their service and commitment to the College.

Dr. Brunet-Koch introduced Sean Pollion, Executive Director of the Foundation, and Carol Laenen, Director of College Communications, who gave a presentation on the community breakfast meetings they hosted during fall semester. The purpose of the meetings is to share information about the College with stakeholders in our community.

Trustee Fought, chairman of the Finance and Facilities Committee, reported that the committee met on January 12, 2016, to review the December financial statements. In addition, the committee heard about a proposal to develop a preferred construction manager list, with the goal of simplifying the process for selecting vendors during the

master plan building process. Identifying qualified construction managers prior to beginning a specific project will save the College time and money. Committee members supported this proposal.

Trustee Fought also reported that the committee heard a recommendation to purchase a 2016 Ford Explorer to replace the current Corporate and Community Education (CCE) vehicle, a 2007 Ford Explorer. The College will get the best price by purchasing the vehicle through MiDEAL, the state's contract purchasing system. The cost of the vehicle is \$28,558.

After discussion, it was moved by Trustee Fought and supported by Trustee Kuebler that the College purchase a 2016 Ford Explorer through the MiDEAL program for use by the College's CCE program at a cost of \$28,558. Funding for the purchase is to be provided by the Reserve for Institute for Business & Industry Training – Vehicle Fund of the Designated Fund, with any shortfall in funding to be made up by the Reserve for Institute for Business & Industry Training – Equipment Fund of the Designated Fund.

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

Trustee Fought also reported that the Personnel Committee met on January 18, 2016, to hear a recommendation to hire Mr. Joe Balinski as the new Director of Enrollment Services/Registrar. Mr. Balinski was enthusiastically endorsed by members of the search committee.

After discussion, it was moved by Trustee Fought and supported by Trustee Noël that the Board hire Joe Balinski as the Director of Enrollment Services/Registrar, at a starting salary of \$58,500, to begin on February 15, 2016.

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

President Brunet-Koch attended a "signing day" for students in Cohort 2 of Gaylord's Early College program. She shared a PowerPoint presentation containing advice from students in Cohort 1 of Gaylord's Early College program to the students who are just beginning their Early College journey.

There being no further business, the meeting was declared adjourned at 4:30 p.m.

/S/ Irma Noël, Secretary  
/S/ Philip Millard, Chairman