

**NORTH CENTRAL MICHIGAN COLLEGE  
BOARD OF TRUSTEES  
REGULAR MEETING  
EDWARD H. FENLON LECTURE HALL (AD/CL 122)**

**June 27, 2017**

**4:00 P.M.**

**AGENDA**

1. Call to Order.
2. Attendance.
3. Approval of Agenda.
4. Approve Minutes of May 23, 2017, Public Budget Hearing.
5. Approve Minutes of May 23, 2017, Regular Meeting.
6. Approve Minutes of June 20, 2017, Special Meeting.
7. Communications.
8. Scheduled Public Comment on Agenda Items.
9. Financial Report and Statement of Bills as of May 31, 2017.
10. President's Report.
  - a. June Board Retreat.
  - b. Strategic Plan Accomplishments 2016-2017.
  - c. 2017-2018 Strategic Plan.
  - d. Appointment of Foundation Directors.
  - e. July 25 Board Meeting.
11. Committee Reports.
  - a. Finance and Facilities Committee.
  - b. Bylaws and Policy Committee.
  - c. Personnel Committee.
12. Old Business.
13. New Business.
14. Student Success.
15. Unscheduled Public Comment.
16. Adjournment.

**MINUTES**  
**NORTH CENTRAL MICHIGAN COLLEGE**  
**BOARD OF TRUSTEES**  
**REGULAR MEETING**  
**EDWARD H. FENLON LECTURE HALL (AD/CL 122)**  
**Tuesday, June 27, 2017**

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

**PRESENT:** Trustees Fought, Kring, Kuebler, Millard and Shirilla. Trustee Keiswetter arrived at 4:02 p.m.

**ABSENT:** Trustee Noël.

President Brunet-Koch requested that the agenda be amended to reflect an additional item under #10. President's Report:

e. July 25 Board Meeting.

It was moved by Trustee Kring and supported by Trustee Shirilla that the agenda be approved as amended.

**AYES:** Trustees Fought, Keiswetter, Kring, Kuebler, Millard and Shirilla.

**NAYS:** None.

It was moved by Trustee Kring and supported by Trustee Kuebler that the Minutes of the May 23, 2017, Public Budget Hearing, the May 23, 2017, Regular Meeting, and the June 20, 2017, Special Meeting be approved as submitted.

**AYES:** Trustees Fought, Keiswetter, Kring, Kuebler, Millard and Shirilla.

**NAYS:** None.

President Brunet-Koch reported that the College received \$4,000 from the Emmet County Local Revenue Sharing Board for the purchase of security cameras in the Residence Hall.

Dr. Brunet-Koch also reported that the College has been included in the state's capital outlay bill, which means that we can move forward with the planning phase to renovate the AD/CL Building.

President Brunet-Koch reported that she received positive feedback from the Michigan Historic Preservation Network. The group held its annual conference on campus in May and was complimentary of the College's staff and facilities.

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

**AYES:** Trustees Fought, Keiswetter, Kring, Kuebler, Millard and Shirilla.

NAYS: None.

President Brunet-Koch announced that there will be a Board retreat on Wednesday, June 28, 2017, from 1—4 p.m. in the Perry Hotel Board Room. The Board will focus on strategic planning and continue discussion of projects in the campus master plan.

Dr. Brunet-Koch reported on the Strategic Plan accomplishments for the 2016-2017 academic year. She highlighted accomplishments by a number of departments working both independently and collaboratively across campus.

President Brunet-Koch discussed the Strategic Plan for 2017-2018. Per recommendation by the Core Team, our guiding principles, vision, mission and philosophy all remain the same. The Core Team has recommended three strategic priorities (2017—2020) and four strategic goals for 2017-2018.

After discussion, it was moved by Trustee Shirilla and supported by Trustee Keiswetter that the 2017-2018 Strategic Plan be approved.

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

NAYS: None.

President Brunet-Koch called on Dr. Lisa Watson, Executive Director of the Foundation, who reported that the Foundation Board of Directors has recommended the appointment of two new directors, Nancy Lindsay and Gayle Mroczkowski.

After discussion, it was moved by Trustee Keiswetter and supported by Trustee Kring that Nancy Lindsay and Gayle Mroczkowski both be appointed to a three-year term on the Foundation Board.

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

NAYS: None.

Dr. Brunet-Koch announced that the previously scheduled July 25, 2017, Regular Board meeting has been cancelled.

Trustee Fought, chairman of the Finance and Facilities Committee, reported that the committee met on June 20, 2017. In addition to reviewing May's financial statements, the committee heard a brief presentation from our auditors at Rehmann. The College will retain Rehmann to perform its audit for the year ending June 30, 2017.

Trustee Fought also reported that the resolution for the disbursement of funds from the Trust Account at Fifth Third Bank needs to be updated. Trustee Fought presented a recommendation for the Board's consideration. The resolution is as follows:

*“Resolved, that any two of the following are authorized to sign the approved agency agreement between the College as principal, and Fifth Third Bank as agent on behalf of the*

*College, to execute stock and bond powers and assignments necessary to transfer assets to the trust and to give instructions to the agent on behalf of the College under the terms of the agreement.”*

It was moved by Trustee Fought and supported by Trustee Kring that Dr. Cameron Brunet-Koch, President, David Hartnett, Vice President of Finance and Facilities, and Trustee Fought, Treasurer of the Board of Trustees, be authorized to sign any necessary agreements, as stated above.

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

Trustee Kuebler reported that the Bylaws and Policy Committee met last month to review proposed revisions to three existing College policies: the Naming Opportunities for Campus Buildings and Campus Enhancements Policy, the Solicitation Policy and the Bulletin Board Posting Policy.

Trustee Kuebler explained the proposed revisions to the Naming Opportunities for Campus Buildings and Campus Enhancements Policy. After discussion, it was moved by Trustee Kuebler and supported by Trustee Shirilla that the Board accept the revisions to the current Naming Opportunities for Campus Buildings and Campus Enhancements Policy as presented by the Bylaws and Policy Committee.

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

Trustee Kuebler explained the proposed revisions to the Solicitation Policy. After discussion, it was moved by Trustee Kuebler and supported by Trustee Fought that the Board accept the revisions to the current Solicitation Policy as presented by the Bylaws and Policy Committee.

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

Trustee Kuebler explained the proposed revisions to the Bulletin Board Posting Policy. After discussion, it was moved by Trustee Kuebler and supported by Trustee Fought that the Board accept the revisions to the current Bulletin Board Posting Policy as presented by the Bylaws and Policy Committee.

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

Trustee Shirilla, chairman of the Personnel Committee, reported that the committee met to review recommendations for two new full-time positions: Academic/Veteran Advisor and Academic Advisor.

After discussion, it was moved by Trustee Shirilla and supported by Trustee Kring that the Board hire Melissa Colby as a full-time Academic/Veteran Advisor, at a starting salary of \$49,000, to begin on July 10, 2017.

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

After discussion, it was moved by Trustee Shirilla and supported by Trustee Kring that the Board hire Douglas Tippett as a full-time Academic Advisor, at a starting salary of \$47,500, to begin on July 17, 2017.

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

There being no further business, the meeting was declared adjourned at 4:47 p.m.

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