

AGENDA
NORTH CENTRAL MICHIGAN COLLEGE
BOARD OF TRUSTEES
ORGANIZATIONAL MEETING
CONFERENCE ROOMS 1 & 2
JANUARY 9, 2017
4 P.M.

Pursuant to Paragraph 2 of Section III of Act 331 of the Public Acts of 1966 as amended, Cameron Brunet-Koch, president of North Central Michigan College, hereby calls an organizational meeting for the Board of Trustees of North Central Michigan College for 4 p.m., Monday, January 9, 2017, in Conference Rooms 1 & 2 of the Library/Conference Center of North Central Michigan College.

AGENDA

1. The meeting will be called to order by President Brunet-Koch.
2. Reading of the Call of the Meeting.
3. Roll Call: John Fought, Melissa Keiswetter, Dave Kring, Marion Kuebler, Phil Millard, Irma Noël and James Shirilla.
4. Approval of Agenda.
5. Scheduled Public Comment.
6. Election of Officers. (Officers to be elected: Chairman, Vice Chairman, Secretary, Treasurer.)
7. Adoption of rules to govern the proceedings of the Board of Trustees.
8. Establishment of time and place for the regular meetings of the Board of Trustees.
9. Establishment of depositories.
10. Establishment of procedures for disbursement of funds.
11. Unscheduled Public Comment.
12. Adjournment.

**MINUTES
NORTH CENTRAL MICHIGAN COLLEGE
BOARD OF TRUSTEES
ORGANIZATIONAL MEETING
LIBRARY CONFERENCE ROOMS 1 & 2
Monday, January 9, 2017**

President Brunet-Koch called the meeting to order at 4:03 p.m. in Library Conference Rooms 1 & 2 of the College.

President Brunet-Koch read the call of the meeting as follows:

“Pursuant to Paragraph 2 of Section III of Act No. 331 of the Public Acts of Michigan of 1966 as amended, Cameron Brunet-Koch, President of North Central Michigan College, hereby calls an Organizational Meeting for the Board of Trustees of North Central Michigan College for 4 p.m., Monday, January 9, 2017.”

Roll call.

PRESENT: Trustees Fought, Kring, Kuebler, Millard, Noël (via conference phone) and Shirilla.
ABSENT: Trustee Keiswetter.

It was moved by Trustee Kring and supported by Trustee Kuebler that the agenda be approved as submitted.

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

It was moved by Trustee Kuebler and supported by Trustee Fought 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, Kuebler, Millard, Noël and Shirilla.
NAYS: None.

It was moved by Trustee Millard and supported by Trustee Kring 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 bylaws as adopted by the Board of Trustees continue to be followed.

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

It was moved by Trustee Kuebler and supported by Trustee Noël 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.

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

NAYS: None.

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

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 of Petoskey, Chemical Bank, Fifth Third Bank of Petoskey, and First Community Bank of Petoskey and Harbor Springs be and 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, Kuebler, Noël and Shirilla.

NAYS: None.

ABSTAIN: Trustee Millard.

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

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 when signed by two of the following persons:

President Cameron Brunet-Koch,
Vice President of Finance and Facilities David Hartnett,
Treasurer of the Board, John Fought, or
Secretary of the Board, Irma Noël

4. The President be authorized to secure loans up to the amount of \$7,000 from JP Morgan-Chase Bank of Petoskey, Michigan (in the form of credit card use), and that the President at her discretion be allowed to issue credit cards of up to \$2,500 to members of the administration as she sees fit.
5. The College has the authority to negotiate an unsecured \$500,000 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, Kuebler, Millard, Noël and Shirilla.
NAYS: None.

There being no further business, the meeting was declared adjourned at 4:11 p.m.

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