

**NORTH CENTRAL MICHIGAN COLLEGE  
BOARD OF TRUSTEES  
REGULAR MEETING  
AD/CL 122  
October 22, 2019  
4:00 P.M.  
AGENDA**

1. Call to Order.
2. Attendance.
3. Approval of Agenda.
4. Approve Minutes of September 12<sup>th</sup>, 2019, Regular Meeting.
5. Communications.
  - a. SEDS Grant.
  - b. State Appropriation.
  - c. Garden Party Check Presentation.
6. Scheduled Public Comment on Agenda Items.
7. Financial Report and Statement of Bills as of August 31, 2019.
8. Financial Report and Statement of Bills as of September 30, 2019.
9. President's Report.
  - a. MI Career Quest Event.
  - b. AD/CL Building Project Update.
  - c. All Campus Meetings.
10. Committee Reports.
  - a. Finance and Facilities Committee.
  - b. Foundation.
11. Old Business.
  - a. MCCA Event.
12. New Business.
13. Student Success.
  - a. NCMC Running Club
12. Unscheduled Public Comment.
13. Adjournment.

**MINUTES  
NORTH CENTRAL MICHIGAN COLLEGE  
BOARD OF TRUSTEES  
REGULAR MEETING  
AD/CL 122  
October 22, 2019**

**1. CALL TO ORDER**

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

**2. ATTENDANCE**

**PRESENT:** Trustees Fought, Keiswetter, Millard, Noël, Rasmussen and Shirilla.

**ABSENT:** Kring

**3. APPROVAL OF AGENDA**

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

**AYES:** Trustees Keiswetter, Millard, Noël, Rasmussen and Shirilla.

**NAYS:** None.

**4. APPROVE MINUTES**

It was moved by Trustee Keiswetter and supported by Trustee Noël that the Minutes of the September 12, 2019, Regular Meeting be approved as submitted.

**AYES:** Trustees Keiswetter, Millard, Noël, Rasmussen and Shirilla.

**NAYS:** None.

**5. COMMUNICATIONS**

President Finley reported that the recently awarded \$1.2M, 3-year SEDS grant would allow for the development of a new programs in Mechatronics, utilizing mobile trainers much like our existing Mobile Fab Lab.

Finley also provided an update on state appropriations as they related to the AD/CL Building Renovation. He has been working closely with the State of Michigan and is optimistic for final approval.

A Garden Party check presentation took place on Friday, October 18, 2019 in the amount of \$31,331. Proceeds from this check fund high school students pursuing the CNC Machinist Technology Certificate.

**6. SCHEDULED PUBLIC COMMENT ON AGENDA ITEMS**

None.

**7. FINANCIAL REPORT**

It was moved by Trustee Fought and supported by Trustee Shirilla that the August 2019 Financial Statement be approved as submitted and certified by David Hartnett, Vice President of Finance and Facilities.

**AYES:** Trustees Fought, Keiswetter, Millard, Noël, Rasmussen and Shirilla.

**NAYS:** None.

## 8. FINANCIAL REPORT

It was moved by Trustee Fought and supported by Trustee Shirilla that the September 2019 Financial Statement be approved as submitted and certified by David Hartnett, Vice President of Finance and Facilities.

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

## 9. PRESIDENTS REPORT

President Finley reported that the MiCareer Quest event held on campus on October 19 was well received. This event brought 600-700 ninth grade students from Charlevoix and Emmet County onto campus.

As an update to the AD/CL Building Renovation project, President Finley shared that the bids came back too high, which resulted in the need for crafting a revised plan to live within the colleges means, but would still provide student access to a “First Stop” shop in AD/CL.

President Finley shared that we held an All-Campus Meeting presentation in the Iron Horse for information sharing and two-way communication purposes on October 8. During the All-Campus Meeting updates were provided on each of the following: Master Plan & AD/CL Renovation, Enrollment, Budget, Academic Initiatives, Personnel Updates, and Holiday Break.

## 10. COMMITTEE REPORTS

### **Finance and Facilities Committee**

The Finance and Facilities Committee met on October 15 to review the 2018/2019 Audit results. CPA’s Stephen Peacock and Josh Sullivan from Rehmann Financial were present during the Finance & Facilities Committee Meeting to review the Audit Results for the year ended June 30, 2019.

Once again, we received a clean opinion, which is the “gold standard,” or the highest level of assurance placed on financial statements. Concluding their discussions, the Finance and Facilities Committee recommended the 2018/2019 Audit to the full board.

It was moved by Trustee Fought and supported by Trustee Rasmussen that the 2018/2019 Audit be accepted.

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

The Finance and Facilities Committee also reviewed a License Agreement between North Central Michigan College (NCMC) and Little Traverse Conservancy (LTC) was prepared by Plunkett & Cooney, North Central Michigan College’s legal counsel which would allow LTC to move their sign and a boardwalk for the Clark Nature Preserve onto adjacent NCMC property for the benefit of the public.

LTC will retain the liability and shall name NCMC as an additional insured under their policy.

It was moved by Trustee Fought and supported by Trustee Keiswetter that the License Agreement between NCMC and LTC be accepted.

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

NAYS: None.

### **Foundation**

Chelsea Platte, Executive Director of the Foundation, presented updates on Foundation goals and activities, and she will be presenting to the board on a quarterly basis moving forward. Chelsea's update included planned giving, engaging alumni, increasing scholarship opportunities, and taking a closer look at each of their events.

Chelsea asked if anyone had any questions for her. Trustee Shirilla commented that it would be nice to see where scholarships go. Trustee Millard added, that it is also nice to know how a student's life is impacted.

Trustee Keiswetter offered support by asking Platte to think about what the board can do to help bring attention to the Foundation in the future.

### **11. OLD BUSINESS.**

President Finley thanked everyone for their efforts on Thursday, October 3 and Friday, October 4 as the Fall Board of Directors Meeting for MCCA (held in Petoskey) was a resounding success! The pre-tour was well-received and well-attended, especially given the inclement weather. Guests appreciated the transport to and from the Hampton Inn. The meals were spectacular! The gift bags, which included the wine-stoppers and Petoskey stones, were exceptional. The PowerPoint was well-received, and the Investiture video provided just the right amount of levity to cap the evening.

***“You have some great programs and your facilities shine.”***  
– Tim Nelson, President, Northwestern Michigan College

### **12. NEW BUSINESS.**

None.

### **13. STUDENT SUCCESS.**

President Finley gave thanks to the College Communication Department for creating the NC Running Club display in the showcase at the entrance to the AD/CL Building, celebrating this momentous event for North Central Michigan College. This marks the first intercollegiate athletic event in the college's 61 year history.

President Finley also stated that the Campus Cupboard's Grand Opening was today. Its purpose is to address food insecurities for our students, which prevent the needed focus on learning while they are taking classes here at NCMC.

### **14. UNSCHEDULED PUBLIC COMMENT.**

None.

### **15. ADJOURNMENT.**

There being no further business, the meeting was declared adjourned at 4:28 p.m.

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