

**NORTH CENTRAL MICHIGAN COLLEGE
BOARD OF TRUSTEES
REGULAR MEETING
CONFERENCE ROOM 1 & 2
May 24, 2016
4:10 P.M.**

AGENDA

1. Call to Order.
2. Attendance.
3. Approval of Agenda.
4. Approve Minutes of April 26, 2016, Regular Meeting.
5. Communications.
6. Scheduled Public Comment on Agenda Items.
7. Financial Report and Statement of Bills as of April 30, 2016.
8. President's Report.
 - a. June Board Retreat.
 - b. Liquor License for August 14, 2016, "Garden Party" Event.
 - c. Foundation Board Members.
9. Committee Reports.
 - a. Finance and Facilities Committee.
10. Old Business.
11. New Business.
12. Student Success.
13. Unscheduled Public Comment.
14. Adjournment.

**MINUTES
NORTH CENTRAL MICHIGAN COLLEGE
BOARD OF TRUSTEES
REGULAR MEETING
CONFERENCE ROOMS 1 & 2
Tuesday, May 24, 2016**

Chairman Millard called the meeting to order at 4:08 p.m.

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

ABSENT: None.

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

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

NAYS: None.

It was moved by Trustee Fought and supported by Trustee Noël that the Minutes of the April 26, 2016, Regular Meeting be approved as submitted.

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

NAYS: None.

President Brunet-Koch called on Dr. Pete Olson, Vice President of Academic Affairs and Student Success, who introduced Kathleen Bagley, consultant for the Small Business Development Center (SBDC) on campus. The SBDC's campus location is the result of a partnership between the College and Networks Northwest, and Ms. Bagley provides 1-on-1 consulting services for local entrepreneurs.

Dr. Brunet-Koch reported that the College received the "2016 Gary R. Williams Award for Excellence in Flagpole Lighting." The award was presented last month by the Outdoor Lighting Forum.

President Brunet-Koch also reported that she received a note of thanks from the Petoskey-Harbor Springs Area Community Foundation's Youth Advisory Committee, which holds its meetings on campus.

It was moved by Trustee Fought and supported by Trustee Noël that the April 2016 Financial Statement be approved as submitted and certified.

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

NAYS: None.

President Brunet-Koch announced that there will be a Board retreat on Monday, June 20, 2016, from 2—5 p.m. in the Resort Room of the Perry Hotel. The Board will focus on strategic planning and continue discussion of projects in the campus master plan.

Dr. Brunet-Koch reported that the College will host “The Garden Party,” a fundraising event for North Central’s CNC machinist program, on Sunday, August 14, 2016, in the Harris Gardens. Because alcohol will be served at the event, the College must obtain a liquor license from the Michigan Department of Licensing and Regulatory Affairs.

After discussion, it was moved by Trustee Kring and supported by Trustee Shirilla that the application from North Central Michigan College for a special license to serve alcohol on August 14, 2016, to be located in the Harris Gardens on the campus of North Central Michigan College, be recommended for issuance.

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

President Brunet-Koch reported that the Foundation Board met and recommended the appointment of two new members, and their appointment requires Board approval.

After discussion, it was moved by Trustee Noël and supported by Trustee Kuebler that Chris Etienne and John Marshall be appointed to a three-year term on the Foundation Board.

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

Trustee Fought, chairman of the Finance and Facilities Committee, reported that the committee met on May 17, 2016. In addition to reviewing April’s financial statements, the committee discussed the 2016-2017 Proposed General Fund Budget, including General Fund Operating Millage and Special Operating Millage.

After discussion, the following motion was made by Trustee Fought and supported by Trustee Kuebler:

BE IT RESOLVED that the Board adopt a Tentative General Fund Operating Budget in the amount of \$16,231,247 for the fiscal year 2016-2017. To cover this budget, BE IT RESOLVED that the Board levy the maximum ongoing charter millage, calculated at 1.1110 mills of ad valorem property taxes. BE IT FURTHER RESOLVED that the Board levy the voted millage of 1 mill. This was approved by the voters of Emmet County in November 2006, for a ten-year period.

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

Further, the following motion was made by Trustee Fought and supported by Trustee Noël:

BE IT RESOLVED that the Board levy 0.2679 mills of ad valorem property taxes, which is being used for construction costs and to pay debt service on bonds related to construction of the Student and Community Resource Center and other campus renovations. This millage was approved by the voters of Emmet County in February 1997 for 20 years, 1997-2016.

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

NAYS: None.

Trustee Fought also reported that the committee reviewed a recommendation for the purchase and installation of a new Allegion access control system from Avio, Inc., of Petoskey. The current system is tied to the fire alarm system, and it is failing. The College received two bids for the project: one from Avio, Inc., for \$120,000, and one from Grand Traverse Construction, Inc., for \$185,000.

After discussion, it was moved by Trustee Fought and supported by Trustee Kring that the access control system be purchased from Avio, Inc., at a cost of \$120,000, with funding to come from the Reserve for Physical Plant Maintenance Fund of the Plant Fund.

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

NAYS: None.

Trustee Fought also reported that the committee reviewed a recommendation for the purchase and installation of a new campus-wide Emergency Notification System (ENS) from Alertus. The proposed system will use a multifaceted approach to notify faculty, staff and students of emergencies on campus. It is compatible with other mass notification systems and is scalable, meaning the College can adjust its configuration or add components if necessary. This recommendation is the result of several months of research by an ad-hoc committee, and the proposal is endorsed by Petoskey Public Safety and North Central's Safety and Security Committee.

After discussion, it was moved by Trustee Fought and supported by Trustee Kring that the emergency notification system be purchased from Alertus Technologies at a cost of \$246,800, with funding to come from the Reserve for Emergencies Fund of the Plant Fund.

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

NAYS: None.

Trustee Fought also reported that the committee reviewed a list of potential projects identified in the campus master plan, but no Board action is required at this point.

There being no further business, the meeting was declared adjourned at 4:33 p.m.

/S/ Irma Noël, Secretary

/S/ Philip Millard, Chairman