

**NORTH CENTRAL MICHIGAN COLLEGE  
BOARD OF TRUSTEES  
REGULAR MEETING  
CONFERENCE ROOM 1 & 2  
March 5, 2019  
4:00 P.M.**

**AGENDA**

1. Call to Order.
2. Attendance.
3. Approval of Agenda.
4. Approve Minutes of January 22, 2019, Regular Meeting.
5. Communications.
  - a. Achieving the Dream DREAM 2019 Conference Report.
6. Scheduled Public Comment on Agenda Items.
7. Financial Report and Statement of Bills as of January 31, 2019.
8. President's Report.
  - a. AD/CL Building Renovation Update.
  - b. Campus Master Plan Update.
  - c. March 14, 2019 Special Board Meeting.
  - d. Foundation Executive Director Search.
9. Committee Reports.
  - a. Finance and Facilities Committee.
10. Old Business.
11. New Business.
12. Student Success.
  - a. PTK All-American Students.
13. Unscheduled Public Comment.
14. Adjournment.

**MINUTES  
NORTH CENTRAL MICHIGAN COLLEGE  
BOARD OF TRUSTEES  
REGULAR MEETING  
LIBRARY CONFERENCE ROOMS 1 & 2  
Tuesday, March 5, 2019**

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

PRESENT (Roll call): Trustees Fought, Keiswetter (via phone), Kring (via phone), Millard (via phone), Noël (via phone), Rasmussen and Shirilla (via phone).

ABSENT: None.

It was moved by Trustee Fought and supported by Trustee Rasmussen that the Agenda be approved as submitted. A roll-call vote was taken:

Fought	AYE
Keiswetter	AYE
Kring	AYE
Millard	AYE
Noël	AYE
Rasmussen	AYE
Shirilla	AYE

It was moved by Trustee Fought and supported by Trustee Rasmussen that the Minutes of the January 22, 2019, Regular Meeting be approved as submitted. A roll-call vote was taken:

Fought	AYE
Keiswetter	AYE
Kring	AYE
Millard	AYE
Noël	AYE
Rasmussen	AYE
Shirilla	AYE

President Finley reported that he attended the Achieving the Dream DREAM 2019 national conference in California on February 19—22, accompanied by Renee DeYoung, Vice President of Student Affairs, and Laura Nash, academic advisor. The conference offered beneficial networking and professional development opportunities, including a session for first-time CEOs.

It was moved by Trustee Fought and supported by Trustee Shirilla that the January 2019 Financial Statement be approved as submitted and certified by David Hartnett, Vice President of Finance and Facilities. A roll-call vote was taken:

Fought	AYE
Keiswetter	AYE
Kring	AYE

Millard        AYE  
Noël            AYE  
Rasmussen    AYE  
Shirilla        AYE

Dr. Finley reported that bids for the AD/CL Building renovation were received and opened on Friday, March 1. Bids in several categories came in above the cost estimate. We are working closely with Clark Construction as they tabulate the final bids and interview subcontractors to determine whether there was a misunderstanding regarding the scope of work to be completed. A few firms indicated that they could submit a bid if they were given an extension. Our \$3.4 million capital outlay from the State of Michigan is not affected by the bid outcome. We will continue to work with Clark to ensure that we proceed judiciously so as to be responsible stewards of the resources entrusted to us by students (tuition), taxpayers (property taxes) and community members (donors).

President Finley reported that bids for the creation of an updated Campus Master Plan were due on January 10, and we received bids from the following six firms: Cornerstone, GMB, Neumann-Smith, The Collaborative, Tower Pinkster and WTA. David Hartnett led a committee tasked with reviewing the bids and then recommending the top three firms for on-campus interviews, which occurred the week of February 25. A final recommendation for awarding the contract will be presented to the Finance Committee for consideration before going to the full Board for action.

Dr. Finley reminded the Board of the Special Board meeting scheduled for 4 p.m. on March 14.

President Finley reported that a search committee has conducted phone interviews with several candidates for the Foundation Executive Director position. The committee elected to invite three of those candidates to campus for an interview; two of those interviews have occurred already, and the third is slated for March 6. Additional information for the Board will be forthcoming.

Trustee Fought, chairman of the Finance and Facilities Committee, reported that the committee met on February 25 to review the January financial statements. In addition, the committee reviewed a recommendation to extend our audit services contract with Traverse City-based Rehmann. Both David Hartnett and Troy Slater, Director of Business Services, have been impressed with Rehmann's professionalism and knowledge of government auditing standards. Rehmann presented the College with a proposal for a five-year contract extension, which the Finance Committee supported.

After discussion, it was moved by Trustee Fought and supported by Trustee Kring that the CPA firm of Rehmann be retained to audit the financial statements of North Central Michigan College and prepare the appropriate federal tax return for the College for the years ending June 30, 2019, (at a rate of \$44,500), June 30, 2020, (at a rate of \$45,100), June 30, 2021, (at a rate of \$45,700), June 30, 2022, (at a rate of \$46,300), and June 30, 2023, (at a rate of \$46,900). A roll-call vote was taken:

Fought        AYE

Keiswetter	AYE
Kring	AYE
Millard	AYE
Noël	AYE
Rasmussen	AYE
Shirilla	AYE

President Finley introduced Nicholas Rhudy and Esme Zabawa, North Central's Phi Theta Kappa All-American Students who were honored at the PTK Awards Luncheon held in Lansing on March 4. Nick and Esme shared their backgrounds, including what brought them to North Central and their plans following graduation in May. Chairman Millard congratulated Nick and Esme on their outstanding achievements.

There being no further business, the meeting was declared adjourned at 4:20 p.m.

/S/ Irma Noël, Secretary

/S/ Philip Millard, Chairman