The meeting was called to order at 7:00 p.m. by Chair Ferrigan with the recitation of the pledge of allegiance.

1. **Consent Grouping**
   a. **Approval of Minutes May 31, 2012 - Regular Board Meeting**
      *That the Board of Trustees of Kirtland Community College approves the minutes of the May 31, 2012 regular meeting of the board.*
   b. **Resolution to Grant Emeritus Status to Jerry Boerema**
      *That the Board of Trustees of Kirtland Community College resolves to grant emeritus status to Jerry Boerema upon his retirement, effective May 1, 2012.*
   c. **Resolution to Grant Honoraire Status to Angie DeVries**
      *That the Board of Trustees of Kirtland Community College resolves to grant honoraire status to Angie DeVries upon her retirement, effective July 1, 2012.*
   d. **Resolution to Grant Honoraire Status to Larry Miracle**
      *That the Board of Trustees of Kirtland Community College resolves to grant honoraire status to Larry Miracle upon his retirement, effective July 1, 2012.*
   e. **Approval of Projects/Expenditures**
      *That the Board of Trustees of Kirtland Community College approves the projects and expenditures over $25,000 as presented.*

**RESOLUTION**
*Motion made by D. Dougherty, seconded by J. Kramer that the Board of Trustees of Kirtland Community College approves the consent grouping as presented.*

**Motion adopted by voice vote.**

2. **Emeritus/Honoraire Presentation – D. Shantz**
   D. Shantz shared the highlights of the accomplishments of each honoree in their years at Kirtland Community College.

3. **President’s Report – T. Quinn**
   a. **Personnel Report – D. Shantz**
      D. Shantz presented the board with updates on personnel. He noted that three individuals have received honors and awards this past month. Those three individuals are Mark Allen, who was recognized by peers for his “above and beyond” service; Caryn Schutte, completed her master’s degree in community counseling; and Matt Bierman, received the congo drums, an award passed between staff members for recognition of exemplary work.
   b. **NCMC: EduStaff – T. Quinn**
      T. Quinn reported that North Central Michigan College (NCMC) is moving their entire part-time faculty to EduStaff except for those who are close to being vested. The administration has decided to begin researching this option for part-time faculty at KCC. J. Kramer inquired how it would be decided which faculty would go to EduStaff. T. Quinn stated that only those who do not have the potential to be vested would be moved.
   c. **KCC Chapter of Phi Theta Kappa – Named “Five Star Chapter”**
The KCC chapter of Phi Theta Kappa Honor’s Society has been recognized as a “Five Star Chapter.” They were recognized at the Society’s annual convention and on their website, ptk.org.

d. Billboard and Bus Signs – T. Quinn
   Kirtland Community College is doing some aggressive marketing in other areas. T. Quinn showed the designs for the new billboards going up on West Branch, Standish, and Tawas areas. He also showed the signs that have been put on busses in Arenac County, West Branch and Tawas. He mentioned Sarah Madonna and Marj Esch are working to standardize the look of Kirtland between the different advertising pieces, online material, and signs.

e. Fast Facts Brochure – T. Quinn
   Nick Baker and Sarah Madonna updated the Fast Facts Brochure. This brochure provides a quick glance at important areas of information about Kirtland Community College.

f. Tobacco Free Notification – T. Quinn
   As of July 1st, Kirtland is tobacco free, except in personal vehicles. Brochures have been produced outlining the new Tobacco Free policy and information on how to quit smoking.

g. Continuing Ed. Classes – T. Quinn
   T. Quinn presented the board with a flyer on the new continuing ed. classes.

4. Informational Items
   a. West Branch Update – E. Schenk
      E. Schenk gave an update on the West Branch site. She showed pictures of the building. The paving and exterior painting should be complete by the end of the week. Everything is on schedule for an August 8 inspection.

5. Board Member Reports/Open Discussion
   a. K. Wallace reported that the community she is visiting in Florida offers over 200 classes to the senior citizens.

6. New Business/Board Action
   a. Appoint alternate representative for the KCC Foundation Board
      M. Ferrigan appointed Roy Spangler as the alternate representative on the KCC Foundation Board.

7. Announcements
   a. Board Retreat
      The board retreat will be in Oscoda. Management from Phoenix Composites and Dana McGrew, Superintendent of Iosco RESA, have been invited to speak to the board. The board discussed possible dates for the retreat.

   b. August and September Board Meetings. A couple board members cannot make the August 16 meeting. Alternate dates were discussed. L. Kieb will poll the board members to determine the best date for the August meeting. The September board meeting will take place at the West Branch site following the open house on September 20, 2012.

8. Adjournment
   With no further business to discuss, the meeting was adjourned at 7:29 p.m.

Minutes submitted by Lisa Kieb, Recording Secretary