

KIRTLAND COMMUNITY COLLEGE

Board of Trustees Regular Meeting Minutes August 17, 2023

Date: Thursday, August 17, 2023

Type: Regular Meeting

Time: 7:00 p.m.
Community Room A

Notice Provided in Advance: Yes

Location: Kirtland Community College, Grayling

Quorum: Satisfied (minimum of four required)

Present: MaryAnn Ferrigan, Chairperson
Jack Kramer, Vice Chairperson
Ed Pearen, Secretary
Amy Knepp, Trustee
Tom Ritter, Trustee
Roy Spangler, Trustee

Kirtland Community College Guest:
Dr. Tom Quinn – President (Zoom)
Matthew Biermann
Gina Moya
Chris Bowman
Michelle Vyskocil
Tony Madjai

Absent: Alan Bruder, Trustee

I. ROUTINE

- The Board meeting was called to order by MaryAnn Ferrigan, Chairperson, at 7:00 p.m. in Kirtland's Community Room A.
- Pledge of Allegiance, led by the Board members
- Chair MaryAnn Ferrigan read Kirtland's Mission and Vision Statement
- Roll Call – Six trustees present.

II. WELCOME OF GUESTS

- Dale Smith, Realtor, was present in the audience.

III. PUBLIC COMMENTS

- No members of the public were present

IV. CONSENT AGENDA

- a. June 15, 2023, Regular Board Meeting Minutes
- b. June 15, 2023, Public Hearing Meeting Minutes
- c. June 15, 2023, Finance Committee Meeting Minutes
- d. June 15, 2023, Finance Committee Closed Session Meeting Minutes
- e. June 15, 2023, Regular Board Closed Session Meeting Minutes

Motion by trustee Jack Kramer, to accept the Consent Agenda (a-e) as presented. Seconded by trustee Roy Spangler. No further discussion. Motion passed without dissent.

V. OLD /POSTPONED/TABLED BUSINESS

- No old/postponed or tabled business to discuss at this meeting.

VI. NEW BUSINESS

- Kirtland received from its attorney a counter offer to the buyers first amendments to the purchase agreement.
- Motion by trustee Amy Knepp to authorize the First Amendment to the Purchase Agreement

substantially in the form presented and direct Dr. Quinn to execute same, and any closing documents, subject to review and approval of the College's legal counsel. Seconded by Ed Pearen, secretary. After no further discussion, roll call vote. M. Ferrigan – Yes, A. Knepp – Yes, J Kramer – Yes; E. Pearen – Yes; R. Spangler- Yes; R. Spangler – Yes; T. Ritter – Yes. A. Bruder- Absent. Motion passes without out dissent.

- Motion by trustee Roy Spangler to accept Local Strategic Value/Best Practices Report – September, 2023. Seconded by trustee Amy Knepp. No further discussion. Motion passes via roll call vote – 6 Aye, 0 Nays, 0 Abstain, 1 Absent.
- Motion by Vice Chair Jack Kramer to adopt POL 1.060 Board Member's Ethical Code as presented as a first read and forward to the agenda on the September Board meeting for a second reading. Seconded by trustee Amy Knepp. No further discussion. Motion carried without dissent.
- Motion by Vice Chair Jack Kramer to accept revisions in in POL 2.260 HIPAA Privacy Policy as presented as a first read and forward to the September Board meeting for a second reading. Seconded by secretary Ed Pearen. No further discussion. Motion passed without dissent.
- Motion by Vice Chair Jack Kramer to accept revisions in POL 2.265 HIPAA Hybrid Entity Designation as presented and forward to the agenda on the September Board meeting for a second reading. Seconded by trustee Tom Ritter. No further discussion. Motion carried without dissent.

VII. PRESIDENT'S REPORT via Zoom

- Dr. Quinn presented the board with a slide show presentation on employment and employment decision at Kirtland Community College. Dr. Quinn discussed positions at Kirtland (full-time; part-time; faculty; adjunct; and temporary); benefit packages; budgets, positions that need to be replaced and open positions; positions funded by Grants; turnover at Kirtland; Kirtland's hiring process; increasing compensations, and how employment decisions are made.
- Dr. Quinn reminded the Board members the events of the first week of the fall semester and invited members to attend.

VIII. BOARD MEMBER REPORTS/OPEN DISCUSSION

- No comments or discussions.

IX. ADJOURNMENT

With no further business to discuss, Chairperson MaryAnn Ferrigan adjourned the meeting at 7:51 p.m.

Minutes submitted by:

Gina Moya, Asst. to the President

Kirtland Community College - Grayling

Adopted by the Board on: 09/21/2023