

# KIRTLAND COMMUNITY COLLEGE

## Board of Trustees

### Special Meeting Minutes

August 21, 2023

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Date: Monday, August 21, 2023

Type: Special Meeting

Time: 4:44 p.m.

Notice Provided in Advance: Yes

Location: Kirtland Community College, Grayling  
HSC Board Room

Quorum: Satisfied (minimum of four required)

Present: Mary Ann Ferrigan, Chairman  
Jack Kramer, Vice Chairman  
Ed Pearen, Secretary  
Tom Ritter, Trustee  
Roy Spangler, Trustee  
Amy Knepp, Trustee

**Kirtland Community College Guest:**  
Angela Provart, Pauly Group

Absent: Alan Bruder

#### I. ROUTINE

- Chairperson Mary Ann Ferrigan calls the meeting to order at 4:44 p.m. in Kirtland's Upstairs HSC Boardroom.
- Roll Call – All Board members present except trustee Alan Bruder

#### II. SPECIAL BUSINESS

- Introduction of Angela Provart, president of Pauly Group Inc. Academic Search Consultant
- Discuss the process and timeline for the presidential search
- Share thoughts and desires of personal and professional characteristics for the position profile of a new president.
- Michigan requires board approval of the position profile. The goal is to approve the position profile at the September board meeting and immediately begin recruiting through October 16. The search committee will interview the semi-final candidates and make recommendations to the Board. Then, board members will interview the final 3 or 4 finalists; this will take place in mid to late November. A final decision should be made in late November or early December.
- The Board's consensus is that the three board members elected to the Search committee will be the only board members with access to all the applications.
- All board members will receive a digital copy of the draft position profile to review and make suggestions before the board meeting.
- Angela will be contacting the Board soon to set dates for final interviews.
- The Board discussed whether final candidates should bring their spouses to the campus interviews. It was suggested that we state that we would like to invite the spouse, if available.
- The board members suggested to Angela the qualities they would like to see in a new president.

#### III. ADJOURNMENT

With no further business to discuss, Chairperson MaryAnn Ferrigan adjourned the meeting at 5:36 p.m.

Minutes submitted by: MaryAnn Ferrigan, Board Chair, Kirtland Community College (Grayling)

Approved by the Board on: \_\_\_\_\_