Kirtland Community College

Board of Trustees
Regular Meeting Minutes

Date: Thursday, August 21, 2025
Time: 6:00 pm
Location: Kirtland Campus Comm. Room A

Type: Regular Meeting
Notice Provided in Advance: Yes
Quorum: Satisfied (minimum of four required)

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

Absent: None

Kirtland Community College Guest:
Gary Roberts – President

Chris Bowman	Renee Artman
John Thiel	Matt Biermann
Michelle Vyskocil	Vanessa Noffsinger
Matt Rice	Heather Appold
Tom Pavelek	Deb Shumaker
Kately Vierling-Moore	

I. ROUTINE

- Chairperson MaryAnn Ferrigan called the meeting to order at 6:00 pm in Community Room A at Kirtland Grayling Campus.
- Pledge of Allegiance, Led by Trustee Roy Spangler.
- Trustee Amy Knepp read Kirtland's Mission Statement
- Roll Call - All present.

WELCOME OF GUESTS & Introductions of New Employee (s):

Public Comments:
None

II. ADDITION/DELETION TO AGENDA

Motion made by Jack Kramer, Vice Chair, to remove item P from the agenda and add to Old Business Matt Biermann and Tom Pavelek to give an update to the board on the reference check that was conducted on Contingint.
Seconded by Trustee Ed Pearen. A vote was taken, and the motion passed unanimously.

III. CONSENT AGENDA

A. Minutes from July 17, 2025, Regular Board Meeting
B. POL 3.000 Community Education Services (Revision)
C. POL 3.005 Communications with the Public (Rescinding)
D. POL 3.010 Public Communications and Informational Materials (Revision)
E. POL 3.015 Community Use of College Facilities (Revision)
F. POL 3.020 Staff Participation in Community Affairs (Recinding)
G. POL 3.025 Recreational Programs (Recinding)
H. POL 3.040 Senior Discount (Revision)
I. POL 3.045 Freedom of Expression (Revision)

Motion by Trustee Amy Knepp to accept Consent Agenda (A-I).
Seconded by Trustee Alan Bruder, there was no further discussion. The motion passed without dissent.

IV. OLD BUSINESS

Matt Biermann and Tom Pavelek - Convergint Update

Matt Biermann provided a handout that summarized the companies that were contacted for references on Convergint Matt then provided an overview of the system's features, including camera coverage, door access control, and emergency notification capabilities, while emphasizing the partnership approach with Convergint and the system's ease of use. Chairperson MaryAnn Ferrigan asked if there were any other questions. Trustee Ed Pearen had a few questions and Tom Pavelek and Matt Biermann addressed his concerns about system redundancy, backup procedures, and the potential for future training. The group discussed the vendor's reputation and references, confirming their confidence in Convergint's ability to provide effective service. (See reference summary attached.)

V. POSTPONED/TABLED BUSINESS

J. POL 3.050 Honorary Associate Degree (Revision)

Motion by Trustee Alan Bruder to bring to the table item J. POL 3.050 Honorary Associate Degree (Revision) for first read.
Seconded by Tom Ritter. Discussion ensued. The motion carries without dissent.

VI. NEW BUSINESS

K. POL 5.140 Sick Leave (Revision)

Motion by Trustee Amy Knepp to accept the revision and move to a second read.
Seconded by Trustee Alan Bruder. No further discussion. Motion carries without dissent.

L. POL 5.205 Part-time Classified Employee Benefits (Revision)

Motion by Trustee Amy Knepp to accept the revision and move to a second read.
Seconded by Trustee Jack Kramer. No further discussion. Motion carries without dissent.

M. POL 5.210 Part-time Faculty Benefits (Revision)

Motion by Alan Bruder to accept the revision and move to a second read.
Seconded by Amy Knepp. No further discussion. Motion carries without dissent.

N. POL 3.015 Retirement Benefit Plan (Revision)

Motion by Trustee Amy Knepp to accept the revision and move to a second read.
Seconded by Trustee Tom Ritter. Discussion ensued. Motion carries without dissent.

O. POL 3.350 Emeritus/Honoraire Status (Rescind)

Motion by Trustee Roy Spangler to rescind the policy.
Seconded by Trustee Amy Knepp. No further discussion. The motion carries without dissent.

VII. PRESIDENT'S REPORT

Deb Shumaker - Kirtland 60th Anniversary:

Deb Shumaker reported on plans for the College's 60th anniversary celebration in March 2026, including new banners, T-shirts, and a website showcasing the institution's impact on the community. She answered questions about highlighting the College's economic and educational contributions/impact, through the different programs offered. The celebration will include open houses, alumni engagement, and a focus on the College's history and achievements.

Chris Bowman - Update on Sale of Roscommon Campus

Chris Bowman reported that KCOR Investments, the company making payments on the land purchase at Roscommon, is current on its interest obligations. While rumors of development delays and an ill owner circulated, no concrete information was available.

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Matt Rice - Marketing Update

Matt Rice provided a marketing update, highlighting a new partnership with Blackstone Diamond

Broadcasting for high school events, including a $500 donation per event. He discussed the upcoming athletics media day events with Sinclair for golf and cross-country teams, as well as plans for fall production shoots to update older content. He also mentioned a new promotion sponsorship with Gaylord High School for their “pink out game” and a business after-hours event in October.

Dr. Gary Roerts - Other Items
Dr. Roberts reported that he and the Board of Trustees attended the MCCA Summer Conference on Mackinaw Island. The sessions were interesting and informative. He also talked about the plan to Possibly rotate the venue across the state of Michigan.

. VIII. BOARD MEMBER REPORTS/OPEN DISCUSSION:

Chairperson MaryAnn Ferrigan commented on the new signage on the back of the Building – “that it looked very nice.”

Vice Chair Jack Kramer asked when the next Advisory Board Meeting will occur for the Event Center. The date and time are yet to be determined.

Vanessa Noffsinger, Director of Human Resources, announced that the President's evaluation was sent out in an email from HR@Kirtland.edu, and that she also had paper copies for those who preferred paper. The evaluations are due on August 28th.

IX. ADJOURNMENT
With no further business to discuss, Chairperson MaryAnn Ferrigan adjourned the meeting at 7:09 p.m.

Minutes submitted by:
Sherri Wallace
Executive Assistant to the President and The Board of Trustees
Kirtland Community College
Grayling, MI
Approved by the Board on: September 11, 2025