KIRTLAND COMMUNITY COLLEGE  
REGULAR MEETING OF THE BOARD OF TRUSTEES ~ MINUTES  
August 24, 2017

Meeting called to order by Chair Ferrigan at 7:07 p.m.  
Pledge of Allegiance and reading of the Board of Trustee’s Mission Statement.

Roll Call:  Trustees present: Mary Ann Ferrigan, Jack Kramer, Ed Pearen,  
Amy Knepp, Tom Ritter, Roy Spangler (arrived 7:23)  

Trustees absent: Aaron Coltrane  

Employees present: Tom Quinn, Jason Broge, Julie Lavender, Laura Percival,  
Michelle Vyskocil, Erine Adams  

Guests present: Rachel Farley, Ogemaw County Herald

Welcome and Introduction of Guest(s)

Public Comment: None

Consent Agenda: Motion by Trustee Knepp, second by Vice Chair Kramer, to approve the August 24, 2017 consent agenda as presented. All in favor. Motion carried.

New Business:  
A. Policy Review/Revisions  

POL 4.035 Attendance Procedures – Keeping Daily Attendance Records  
Motion by Vice Chair Kramer, second by Trustee Knepp, to move to 2nd reading.  
All in favor. Motion carried.

POL 4.040 Grade Reports  
Motion by Trustee Pearen, second by Vice Chair Kramer, to move to 2nd reading.  
All in favor. Motion carried.

POL 4.065 Repair and Service of Privately Owned Vehicles in the Automotive Laboratory  
Chair Ferrigan inquired as to whether there is a disclaimer for work performed. J. Broge noted it was addressed under #4 for Procedure 4.065 ‘Extreme care will be taken to avoid accidental damage and each job will be inspected before delivery to the customer. However, the college assumes no responsibility on the work performed or accidental damage done to any vehicle, due to the fact that public funds cannot be used for repairs to private vehicles.’  
Motion by Vice Chair Kramer, second by Trustee Pearen to move to 2nd reading.  
All in favor. Motion carried.
POL 4.070 Firearms
Discussion as to redundancy of the wording. Motion by Trustee Pearen, second by Trustee Ritter, to move to 2nd reading, with changes. All in favor. Motion carried.

POL 4.075 Safety Glasses
Motion by Trustee Knepp, second by Vice Chair Kramer, to move to 2nd reading. All in favor. Motion carried.

POL 4.095 Human Subject Research at Kirtland Community College
Submitted for review with no changes. Motion by Trustee Spangler, second by Trustee Ritter, to approve policy as reviewed, with no changes. All in favor. Motion carried.

POL 6.075 Student Attendance
Motion by Vice Chair Kramer, second by Trustee Knepp, to suspend Policy 6.075, as it has been incorporated into the revision of POL 4.035 Attendance Procedures. All in favor. Motion carried.

B. JJJ Holdings, LLC Irrevocable Easement Agreement
Chair Ferrigan inquired as to whether there was going to be an exchange of $1.00 from the grantee to the grantor in consideration of the grant easement as stated in the agreement? T. Quinn responded ‘yes, there would be’. Chair Ferrigan also requested that the wording ‘as set forth in a resolution dated August 24, 2017 approved by the Board of Trustees’ to be added after the title of President on the signature page of the Easement Agreement before being signed by the college president. Motion by Trustee Spangler, second by Vice Chair Kramer, to approve the resolution as amended.
Roll call vote: Chair Ferrigan – Aye
Vice Chair Kramer - Aye
Trustee Knepp - Aye
Trustee Spangler – Aye
Trustee Pearen – Aye
Trustee Ritter – Aye
Trustee Coltrane - Absent
Motion carried.

C. Motion by Trustee Knepp, second by Trustee Ritter, to approve the construction of the Michigan Forest Products Institute and Student Service expansion project at the Kirtland Grayling Campus with the budget and funding model as presented.
Roll call vote: Chair Ferrigan – Aye
Vice Chair Kramer - Aye
Trustee Knepp - Aye
Trustee Pearen – Aye
Trustee Ritter – Aye
Trustee Spangler – Aye
Trustee Coltrane - Absent
Motion carried.
D. Motion by Chair Ferrigan, second by Vice Chair Kramer, to authorize the president of the college to enter into contracts with Seidell Architects and Integrity Construction Services for the purpose of design and construction of the Michigan Forest Products Institute and Student Service expansion. All in favor. Motion carried.

**Board Member Reports / Open Discussion**
Chair Ferrigan noted at the MCCA conference in July that she received recognition for her 10 years of service, Trustee Pearen was recognized for his five years of service, and Trustee Spangler was recognized for his 25 years of service. Those attending said they enjoyed the conference.

T. Quinn noted a new psychology instructor, Michael Peters, has been hired as well as a new HIT instructor, Susan Slajus.

With no further business, Chair Ferrigan declared the meeting adjourned at 8:01 p.m.