

Motion by Trustee Spangler, second by Trustee Ritter, that the Board of Trustees authorizes the administration to establish an architectural program committee for the preliminary design of Phase III at the Grayling campus, and appoint Trustee Knepp to serve on this committee. Motion carried via voice vote.

- D. President Quinn reviewed the request for changing Kirtland's main location address from Roscommon to Grayling, as recommended by the HLC, stating that more than 50% of students, classes and administration are based in Grayling.

Motion by Vice Chair Kramer, second by Chair Ferrigan, that the Board of Trustees approve the request for change of address from Roscommon to Grayling.
Motion carried via voice vote.

- E. President Quinn presented a proposed Policy for Use of College Property – 1st read.
Reviewed by Board with recommended changes. Will update for the next board meeting.

President's Report:

- ❖ Update on Community Education by Cesalee Kuffel, Admissions Coordinator.
Ms. Kuffel noted that the Kirtland Community Education team, consisting of four members, was established in August of 2018. She read their Mission, then proceeded to highlight their successes and note their challenges as they continually seek ideas for future community education projects.
- ❖ Michelle Vyskocil, Vice President of Student Services, reviewed winter enrollment figures noting the number of new students was up slightly from last year.
- ❖ Jason Broge presented photo updates on the Habitat for Humanity house project at MTEC in Gaylord. There are 6 to 7 students working on the house weekly from 2-4 p.m. When the project is completed, the house will be moved to its permanent location approximately nine miles to the east. The project took nearly a year and a half to get off the ground. There were also photos of the updates to the welding classrooms at MTEC. There are plans to update HVAC next year.

Board Member Reports / Open Discussion

- ❖ Nothing additional to report.

8:18 p.m. At this time, Acting Chair Knepp made a motion, second by Trustee Pearen, to move to closed session for the purpose of consulting with the college's attorney. Motion carried via voice vote.

8:42 p.m. Motion by Trustee Pearen, second by Acting Chair Knepp, to move back into open meeting. Motion carried via voice vote.

Review of the announcements and upcoming calendar items as listed on the agenda.

With no further business, Acting Chair Knepp declared the meeting adjourned at 8:54 p.m.