Meeting called to order by Acting Chair Knepp at 6:58 p.m.
Pledge of Allegiance and reading of the Board of Trustee’s Mission Statement.

Roll Call: Trustees present: Amy Knepp, Ed Pearen, Tom Ritter and David Patterson

Trustees participating via ZOOM:
Jack Kramer, Roy Spangler.
MaryAnn Ferrigan joined at 7:12 p.m.

Employees present: Tom Quinn, Julie Lavender, Michelle Vyskocil, Jason Broge, Cesalee Kuffel, Matt Biermann and Jamie Vineyard

Welcome and Introduction of Guests: Cheryl Holladay from the Houghton Lake Resorter

Public Comment: None

Consent Agenda: Motion by Trustee Pearen, second by Trustee Ritter, to approve the consent agenda (A) as presented. Motion carried via voice vote.

New Business:
B. T. Quinn presented an architect’s rendering of a plausible plan for the expansion of the Kirtland Grayling campus in addition to possible future uses for the college’s current undeveloped property. Trustee Spangler suggested the college look into determining the value of the property before future discussions. Trustee Patterson inquired as to whether there was sufficient interest to pursue housing on the property. Trustee Knepp asked how we determine what is most beneficial to the future of the college. Vice Chair Kramer noted it is difficult to project what the future will bring. Trustee Pearen suggested a Board Retreat to discuss all the questions and concerns, to which Dr. Quinn agreed and stated he would work on updating the site plan.

C. Jason Broge presented an overview of what is involved in the process of developing an architectural plan, which includes working with a planning committee on creating a strategic plan that would result in the architect’s rendering of a finished project. Chair Ferrigan and Trustee Patterson inquired as to what exactly Phase III entails, to which Mr. Broge stated it would basically bring any of Kirtland’s remaining programs at Roscommon to Grayling. Trustee Spangler stated he felt some marketing research needed to be completed before considering a Phase III to determine there is a viable need. Trustee Patterson noted the college also needs to look at the possibility of declining enrollment. Can we justify a Phase III without knowing what student enrollment will be? Trustee Knepp stated all of these questions and considerations could be included for discussion by the architectural program committee. Chair Ferrigan added it was important to note the high maintenance costs at Roscommon were no longer cost effective.
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.