

KIRTLAND COMMUNITY  
COLLEGE  
**Board of Trustees**  
Regular Meeting Minutes  
May 19, 2022

Date: Thursday, May 19, 2022

Type: Regular Meeting

Time: 7:00 p.m.

Notice Provided in Advance: Yes

Location: Kirtland Community College, Grayling &  
Via Zoom Software

Quorum: Satisfied (minimum of four required)

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

Kirtland Community College Guest:  
Dr. Tom Quinn – President  
Tony Madjai- IT Kristen Barnhart  
Dr. Amy Fugate Chris Bowman  
Gina Moya Ron Sharpe (Zoom)  
Michelle Vyskocil (Zoom) Marj Esch (Zoom)  
Vanessa Noffsinger (Zoom)

Absent: None

I. ROUTINE

- Chairperson Mary Ann Ferrigan call the meeting to order at 7:08 p.m. in Kirtland's Community Room A
- Pledge of Allegiance led by the Board members
- Mission and Vision Statement – read by Chair MaryAnn Ferrigan
- Roll Call – All Trustees were in attendance.
- Welcome to Guests – Dr. Quinn introduced Tony Madjai, Kirtland IT who is helping Matt Biermann with IT tonight.

II. ADDITIONS/ADOPTION TO THE AGENDA

Agenda amended to add July Board Meeting as item F and MCCA Board Appointment Certification for 2022-23 as item G under section VI New Business on tonight's agenda. Motion by Vice Chair Jack Kramer to amend and approve the agenda. Second by Trustee Amy Knepp. No further discussion. Motion passed without dissent.

III. PUBLIC COMMENTS

No members of the public present

IV. CONSENT AGENDA

- a. April 21, 2022 Regular Board Meeting Minutes
- b. March 17, 2022 Finance Committee Meeting Minutes
- c. Revision of POL 5.005 Employee Code of Conduct

Motion by Trustee Amy Knepp to accept the Consent Agenda (a - c) and the policies be approved as a second read. Second by Trustee Tom Ritter. Discussion ensued regarding clarification of voting member not present in person, but online. Dr. Quinn deferred responding until he and his Assistant can obtain further clarification on the legislative rules. No further discussion. Motion passed without dissent.

## V. NEW BUSINESS

- Revision of POL 5.425 Grievance Policy. Motion by Vice Chair Jack Kramer to accept as a first read with amendments and forward to the agenda of the June Board meeting for a second reading. Second by Trustee Roy Spangler. Discussion regarding current grievances ensued; no further discussion. Motion passes without dissent.
- Revision of POL 2.270 Social Security Number Policy. Motion by Trustee Ed Pearen to accept as a first read with amendments and forward to the agenda on the June Board meeting for a second reading. Second by Trustee Amy Knepp. No further discussion. Motion passed without dissent.
- July Board Meeting – Motion by Trustee Amy Knepp to cancel July 21 Board meeting due to the Board members attending the MCCA Summer Training conference in Traverse City a week after the scheduled Board meeting. Second by Vice Chair Jack Kramer. No further discussion. Motion passed without dissent.
- 2022-23 MCCA Board Appointment Certification – Motion by Vice Chair Jack Kramer to appoint Chairperson MaryAnn Ferrigan as Kirtland's 2022-23 MCCA voting delegate and Trustee Roy Spangler as Kirtland's second voting representative on the MCCA Board. Second by Trustee Amy Knepp. No further discussion. Motion passed without dissent.

## VI. OLD BUSINESS

No old business.

## VII. PRESIDENT'S REPORT

- Update on Commencement – Dr. Quinn thanked members of the Board for their attendance. Members of the Board discussed suggestions on improvements the event. Dr. Quinn also discussed suggestions for improvement made by Kirtland faculty and employees. Overall, graduation went well for being held in the new Event Center.
- Covid Vaccination Clinic – Dr. Quinn informed the Board members that the Covid vaccination clinic ended today; the Covid Testing Center's contract expires at the end of September. Dr. Quinn discussed the future use of the transformer currently located at the Testing Center and issues surrounding the transformer.
- Rotary Club Presentation – Dr. Quinn presented to the Board his PowerPoint presentation that he gave to the Rotary Club earlier regarding Student Housing. The presentation included discussion on Kirtland's site plan, the number of housing units, the inside design, furniture and fixtures, bid opening dates. Dr. Quinn further discussed the public's perception of the importance of education and Kirtland's marketing strategies.

## VIII. BOARD MEMBER REPORTS/OPEN DISCUSSION

There were no Board member reports or open discussion.

## IX. CLOSED SESSION

Chair Ferrigan announced there was a need for the Board to enter in Closed Session to consider material exempt from discussion or disclosure by state or federal statute.

Motion by Trustee Pearen to enter Closed Session under section 8(e) of the Open Meetings Act. Second by Trustee Roy Spangler. No discussion. Motion passed without dissent.

- The Board members entered Closed Session at approximately 7:37 p.m.
- The Board exited Closed Session at approximately 8:31 p.m.

X. ADJOURNMENT

With no further business to discuss, Chairperson MaryAnn Ferrigan adjourned the meeting at 8:31 p.m.

Minutes submitted by:  
Gina Moya, Asst. to the President  
Kirtland Community College - Grayling

**Adopted by the Board on:** \_\_\_\_\_