KIRTLAND COMMUNITY COLLEGE
Board of Trustees
Regular Meeting Minutes
May 25, 2023

Date: Thursday, May 25, 2023
Time: 7:00 p.m.
Location: Kirtland Community College, Grayling
Quorum: Satisfied (minimum of four required)

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

Kirtland Community College Guest:
Dr. Tom Quinn – President
Matthew Biermann, Nick Baker
Gina Moya (Zoom), Tony Madjai
Chris Bowman, Renee Artman
Vanessa Noffsinger, Michelle Vykoscil
John Thiel, Matthew Rice

Absent:

I. ROUTINE
   • The Board meeting was called to order by MaryAnn Ferrigan, Chairperson, at 7:07 p.m. in
     Kirtland’s Community Room A.
   • Pledge of Allegiance, led by the Board members
   • Chair MaryAnn Ferrigan read Kirtland’s Mission and Vision Statement
   • Roll Call – All board members were present.

II. WELCOME OF GUESTS
   • No new guests are attending.

III. PUBLIC COMMENTS
   • No members of the public were present

IV. CONSENT AGENDA
   a. April 20, 2023, Regular Board Meeting Minutes
   b. Adoption POL 5.460 Acceptable Use of Technology
   c. Adoption of POL 5.461 Written Information Security Program

   Motion by trustee Roy Spangler to accept the Consent Agenda (a-c) as presented. Seconded by trustee
   Amy Knepp. No further discussion. Motion passed without dissent.

V. NEW BUSINESS
   • Adoption of POL 1.060 Document Retention. Motion by Vice-Chair, Jack Kramer to accept
     changes as amended and move policy to a second reading at the June Board Meeting. Seconded
     by trustee Amy Knepp. Motion passes without dissent.

VI. OLD BUSINESS
   • No old business to discuss at this meeting.

VII. PRESIDENT’S REPORT
• A public “thank you” to Nick Baker, Chris Bowman, Deb Shumaker, and Michelle Vyskocil for submitting a $2.25 million grant to the Department of Education, which can potentially add new employees to help improve instruction and retention.

• A public “thank you” to Amy Polzin and Karen Signman for helping Dr. Quinn write a letter of intent for the BSN grant. The grant can increase employees by two people and approximately $795k for new equipment and professional development over three years – Dr. Quinn has been assured that Kirtland will get the grant.

• A public “thank you” to Ron Sharpe and the Deans for collaboration with Dr. Quinn on moving programs. The Machining program will move from M-TECH to Grayling; Automation and Process Controls will move to M-TECH, which will free up space for the HVAC program, which is doing well. Ron will be in charge of moving equipment between campuses.

• Roscommon Sale Update – Dr. Quinn will pick up a check tomorrow for $46k for the non-refundable down payment on the Roscommon campus.

• Budget Hearing – Chris’s department will post the Notice of Hearing for the next Boarding meeting.

• Tax Tribunal – Roy Spangler accompanied Dr. Quinn on the phone call. Kirtland has 28 days to reply and 14 days to respond.

• The Ramada Inn owners will be meeting next week with Dr. Quinn to discuss providing housing for our students.

• Housing impacts on campus – Dr. Quinn states that everyone is aware of the impact housing will have on the campus; while we are unsure of the exact impact, he is aware that we will begin seeing it once the semester begins.

VIII. BOARD MEMBER REPORTS/OPEN DISCUSSION

• Discussion ensued regarding the Ramada Inn and the explanation of Grants.

IX. ADJOURNMENT

With no further business to discuss, acting Chair MaryAnn Ferrigan adjourned the meeting at 7:46 p.m.

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

Adopted by the Board on: 06/15/2023