

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

Date: Thursday, May 25, 2023

Type: Regular Meeting

Time: 7:00 p.m.

Notice Provided in Advance: Yes

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
Gina Moya (Zoom)
Chris Bowman
Vanessa Noffsinger
Michelle Vykoscil
John Thiel
Matthew Rice
Nick Baker
Tony Madjai
Renee Artman

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