

## **KIRTLAND COMMUNITY COLLEGE**

### **REGULAR MEETING OF THE BOARD OF TRUSTEES ~ MINUTES**

**November 17, 2015 at 7:00 p.m. in the Administration Building, Room 253**

The meeting was called to order by Chair Ferrigan at 7:02 p.m. with roll call and Pledge of Allegiance

#### **Roll Call:**

**Trustees Present:** MaryAnn Ferrigan, Jack Kramer, Ed Pearen, Roy Spangler, Ruggero Dozzi, Dave Dougherty, Amy Knepp

**Trustees Absent:** None

**Employees Present:** Tom Quinn, Jason Broge, Julie Lavender, Dale Shantz, Erine Adams, Laura Percival, Evelyn Schenk, Ilene Scherer, Michelle Vyskocil, Tim Scherer, Marcell Romancky, Kevin Baughn,

**Guests Present:** Mike Schrage and Shea Bryant from Plante Moran  
Matt Varcak from The Oscoda County Herald

**Public Comment:** None

**Audit Report:** Mike Schrage and Shea Bryant from Plante Moran shared Kirtland's audited financial statements, stating that Kirtland earned a clean, unqualified opinion. A brief synopsis was presented after which they reviewed the financial position of the college, and shared that it was a great audit report with no significant deficiencies. Motion by Board Secretary Dougherty, second by Vice Chair Kramer to accept the 2014-2015 audit report as presented. Motion carried via voice vote.

**Consent Agenda:** Motion by Trustee Spangler, second by Secretary Dougherty to approve the consent agenda for the minutes of the Regular Meeting of the Board of Trustees as presented, and the Special Meeting of the Finance Committee minutes as amended to reflect the change: *Board members discussed a three year contract with three one-year terms.* Motion carried via voice vote.

**New Business:** New Board Trustee Amy Knepp accepted the oath of office and was sworn in by Chair Ferrigan, according to the laws of the State of Michigan, to fill the remaining term of Donnelle Napier.

Motion by Vice Chair Kramer, seconded by Trustee Spangler, that the Board of Trustees of Kirtland Community College dissolve the 1995 debt fund and transfer the remaining sum to the 2015 College Bond Debt Retirement Fund. Motion carried via voice vote.

Motion by Vice Chair Kramer, second by Trustee Dozzi, to approve the 2016 Board of Trustees schedule of meetings, as amended, to reflect the addition of two (2) retreats:

January 4, 2016 – 9:00 a.m. Goals for 2016

April 13, 2016 – 9:00 a.m. Presidential Succession Planning

Motion carried via voice vote.

**Personnel Report** – Dale Shantz reviewed the current personnel report. There were no questions.

**President's Report** - President Quinn did a brief overview of VFA (Voluntary Framework of Accountability), which is a project sponsored by the American Association of Community Colleges to provide participating colleges with benchmark data. This is quite extensive, and involves a great deal of hard work by Nick Baker and our Kirtland Community College staff.

### **Board Member Reports / Discussion**

Vice Chair Kramer wanted to express his appreciation to Jason Broge, Ilene Scherer and the staff involved in the audit process. He stated that 'these reports just don't happen' and wanted to thank everyone for their hard work.

T. Quinn discussed setting up an orientation date to familiarize the new Board Trustee, Amy Knepp, to the Roscommon campus and all that goes on here. He suggested December 15 if this day is conducive with Amy's schedule.

Chair Ferrigan shared that she attended the MCCA Board of Directors Meeting in Port Huron last month. The meeting was all about Middle College, and there was a great deal of good information made available. She can email anyone interested with the information that she gathered.

Chair Ferrigan also shared that the date for the next ACCT meeting is February 8, 2016 in Washington, D.C. The AACC Annual Convention is April 9-12, 2016 in Chicago.

AACC representative was Donnell Napier. Chair Ferrigan asked for a volunteer to fill that position. Amy Knepp agreed to replace Donnelle. The Chair asked for a volunteer to replace Donnell on the personnel committee. Trustee Dozzi volunteered to fill the position. Motion by Chair Ferrigan to appoint Trustees Amy Knepp and Rug Dozzi to fill these two positions, second by Trustee Pearen. Motion carried via voice vote.

With no further business, Chair Ferrigan adjourned the meeting at 8:03 p.m.