

KIRTLAND COMMUNITY  
COLLEGE  
Board of Trustees  
Regular Meeting Minutes  
November 9, 2023

Date: Thursday, November 9, 2023

Type: Regular Meeting

Time: 7:00 pm

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  
Amy Knepp, Trustee  
Tom Ritter, Trustee  
Roy Spangler, Trustee  
Alan Bruder, Trustee

**Kirtland Community College Guest:**  
Dr. Tom Quinn – President Michelle Vyskocil  
Matthew Biermann John Thiel  
Gina Moya Renee Artman  
Chris Bowman Matt Rice  
Tony Madjai Ron Sharpe

**Absent:**

I. ROUTINE

- The Board meeting was called to order by MaryAnn Ferrigan, Chairperson, at 7:00 pm in Kirtland's Community Room A.
- Pledge of Allegiance, led by the Trustee Roy Spangler
- Vice Chair Jack Kramer read Kirtland's Mission and Vision Statement
- Roll Call – All board members were present

II. WELCOME OF GUESTS

- Dave VanHorn, Lamar Billboards

III. PUBLIC COMMENTS

- No members of the public were present.
- Chairperson Ferrigan read an email from a community member who emailed each board member and President Quinn regarding the sale of the Roscommon Campus. President Ferrigan read the email aloud. The community member expressed concerns reading the purchasers of the campus and wanted to express concerns about the safety of the people living near the Roscommon campus. Chairperson Ferrigan stated that she and Dr. Quinn responded to the community members addressing her concerns.

IV. CONSENT AGENDA

- a. Revised Minutes from September 21, 2023, Regular Board Minutes
- b. Minutes from October 19, 2023, Regular Board Meeting Minutes
- c. Minutes from October 19, 2023, Finance Committee Meeting
- d. Revised POL 5.435 Policy for the Performance of Work at a Personal Residence
- e. Revision of POL 2.025 College-Owned Vehicles
- f. Revision of POL 2.095 Authorized Signatures - College Funds
- g. Revision of POL 4.035 Student Attendance Policy

Motion by Vice Chair Jack Kramer to accept the Consent Agenda (a-g) as presented. Seconded by trustee Amy Knepp. Discussion ensued – Chairperson Ferrigan noted the corrections made to (b) the October 19 Board Meeting minutes and Board Members Reports/Discussions – bullet points two and four. The minutes were corrected after the board members received their Board Packets; Chairperson Ferrigan notified board members of the changes. No further discussion. Motion passed without dissent.

- V. Motion by trustee Amy Knepp to approve the minutes of the Presidential Search Committee for October. Seconded by Vice Chair Jack Kramer. No further discussion. Motion passed without dissent.

VI. OLD /POSTPONED/TABLED BUSINESS

- Adoption of POL 1.060 Board Members Ethical Code – 2<sup>nd</sup> Read
  - Motion by Vice Chair Jack Kramer to move policy to the table on the December board meeting. Seconded by trustee Alan Bruder. No further discussion. Motion passed without dissent.

VII. NEW BUSINESS

- Lamar Billboard Presentation by Dave VanHorn. Matt Rice, Marketing Director, introduced Dave VanHorn, who presented a PowerPoint presentation for a digital single south-facing 10x30 billboard on Kirtland's property. Instead of monetary compensation, Kirtland would receive one out of the eight slides displayed on the billboard. Board members asked questions regarding customizing the slides, zoning concerns, architectural design, and promotional content of the slides not belonging to Kirtland. The Board members agreed that Dr. Quinn should proceed with negotiations with Lamar Billboard and a Lease Agreement for a south-facing digital billboard.
- Motion by trustee Roy Spangler to approve the three presidential candidates presented by the Presidential Search Committee. Seconded by trustee Amy Knepp. No further discussion. Motion carries without dissent.
- Motion by Vice Chair Jack Kramer to accept revisions on POL 2.065 Auxiliary Enterprises and move to a second reading at the December board meeting. Seconded by trustee Amy Knepp. No further discussion. Motion carries without dissent.
- Motion by trustee Roy Spangler to repeal POL 2.070 Food Services. Seconded by trustee Alan Bruder. No further discussion. Motion carries without dissent.
- Motion by Vice Chair Jack Kramer to repeal POL 2.130 Vending. Seconded by trustee Ed Pearen. No further discussion. Motion carries without dissent.
- Motion by trustee Amy Knepp to accept revisions on POL 5.355 Payroll Policy and move to a second reading at the December board meeting. Seconded by Vice Chair Jack Kramer. No further discussion. Motion carries without dissent.
- Motion by Vice Chair Jack Kramer to accept the review of POL 5.170 Tuition-Free College Courses for Employees and move to a second reading at the December board meeting. Seconded by trustee Amy Knepp. No further discussion. Motion carries without dissent.

VIII. BOARD MEMBER REPORTS/OPEN DISCUSSION

- Chairperson Ferrigan requested volunteers for the informal dinner with presidential candidates finalists on November 28 and 29. Jack volunteered for the 28th, and Ed volunteered for the 29<sup>th</sup>. Dinner will be approximately 6 pm on the 28-30<sup>th</sup>. Chairperson Ferrigan will send out an email to board members of dates and times.
- Chairperson Ferrigan gave board members a self-assessment form to be completed and returned via email or mail.
- Chairperson Ferrigan provided a written recap to board members from the seminars she attended at the ACCT Conference on October 9-12 in Las Vegas.
- Chairperson Ferrigan attended the Foundation meeting and discussed the current and future Foundation events with the Board. Chairperson Ferrigan suggested a joint meeting with the Foundation. Also discussed were the naming rights for the Wood Science Lab, which the Hees

family purchased. The Foundation will have “Giving Tuesday,” a national day designated for donations. Chairperson Ferrigan suggests donations to the Foundation by board members.

- Chairperson Ferrigan reminded board members of the special meeting on November 20 at 6 pm, where they will meet to discuss interview questions for the presidential candidates.
- Chairperson Ferrigan read the announcements.
- Discussion ensued from members of the Board discussing presidential candidate cover letters, and Chairperson Ferrigan invited board members to meet with her or trustee Amy Knepp, who are members of the Presidential Selection Committee, to discuss the three candidates in further detail.

#### IX. ADJOURNMENT

With no further business to discuss, Chairperson MaryAnn Ferrigan adjourned the meeting at 7:47 pm.

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

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