

**KIRTLAND COMMUNITY COLLEGE**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**AGENDA**

**September 20, 2016**

**6:00 p.m. Finance Committee Meeting**

**7:00 p.m. Regular Meeting, 2<sup>nd</sup> Floor President's Board Room**

**Health Sciences Center, Grayling Campus**  
**4800 W. 4-Mile Road, Grayling, Michigan**

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1. **Call to Order, Pledge of Allegiance**
2. **Roll Call**
3. **Welcome and Introduction of Guests**
4. **Public Comment**
5. **Consent Agenda:** *The purpose of the Consent Agenda is to expedite business by grouping routine agenda items together to be dealt with by one Board motion without discussion. Any member of the Board or staff may ask that any item on the Consent Agenda be removed and placed later on the agenda for full discussion. Such requests will be automatically respected.*

*If any item is not removed from the Consent Agenda, the action on the agenda is approved / accepted by single Board action adopting the Consent Agenda.*

- a. Minutes from the August 16, 2016 Finance Committee Meeting. [Attachment 1](#)
- b. Minutes from the August 16, 2016 Regular Board Meeting. [Attachment 2](#)
- c. Purchase of a vehicle fleet over \$25,000. [Attachment 3](#)

**Suggested Motion:** *That the Board of Trustees of Kirtland Community College approves the Consent Agenda as presented.*

6. **New Business**
  - Change of the meeting date for the November Meeting of the Board of Trustees. [Attachment 4](#)
  - Transfer of 2015-2016 and 2016-2017 year-end funds to the Building Reserve Fund- J. Broge

**Suggested Resolution:** That the Board of Trustees of Kirtland Community College agree that if revenues exceed expenditures in fiscal 2015-2016 and fiscal year 2016-2017, those funds shall be transferred to the building fund.

- Approval of an agreement to manage the Otsego County University Center, [Attachment 5](#)

7. **President's Report- T. Quinn**

- Update on Utilities Authority request for participation (if report is available)- T. Quinn
- Board Retreat to study and review student housing, new programs, and Grayling campus infrastructure
- Human Resources Report- D. Shantz (available at meeting)
- Enrollment update- M. Vyskocil. [Attachment 6](#)
- Capital Outlay Request [Attachment 7](#)
- Housing Study Presentation- T. Quinn [Attachment 8](#)

## **8. Board Member Reports / Open Discussion**

## **9. Announcements**

- Thursday, September 22<sup>nd</sup> Housing Meeting at Kirtland-Grayling from 10:00 a.m.- noon
- Tuesday, September 27<sup>th</sup> County Commissioners Meeting in Gaylord at 9:30 a.m.
- Friday, September 30<sup>th</sup> Ribbon Cutting at HSC from 10:00 a.m.-2:00 p.m. (9:00 a.m. VIP Breakfast and Private Tour)
- Saturday, October 1<sup>st</sup> Public Tours at HSC from 10:00 a.m.-2:00 p.m.
- Saturday, October 1<sup>st</sup> Kirtland Foundation hosts the 1<sup>st</sup> Annual President's Gala
- Travel to Arauco/North America plant in Sault Ste. Marie, Ontario, TBA
- Travel to Lansing Composites Company, Pratt & Whitney, TBA

## **10. Adjournment**