The meeting was called to order by Chair Ferrigan at 7:00 p.m.

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

Trustees Absent: Ruggero Dozzi

Employees Present: Dr. Tom Quinn, Jason Broge, Dale Shantz, Tim Scherer, Laura Percival, Julie Lavender, Sarah Holecheck, Michelle Vyskocil, Evelyn Schenk, and Heidi VanWagner

Guests Present: Nick Powers- The Oscoda County Herald

1. Call to Order, Pledge of Allegiance

2. Roll Call

3. Welcome and Introduction of Guests

4. Public Comments

5. Consent Agenda: Motion by Trustee Pearen, second by Trustee Spangler to approve the consent agenda as presented including the Minutes from the August 16, 2016 Finance Committee Meeting, Minutes from the August 16, 2016 Regular Board Meeting, and the Purchase of a fleet vehicle over $25,000. Motion carried via voice vote.

6. New Business

   - Change of the meeting date for the November Meeting of the Board of Trustees: It was mentioned in August that perhaps the November meeting date may need to be changed due to it coinciding with the opening day of firearm deer season. Following discussion, it was determined that there was no need to change the upcoming meeting date.

   - Transfer of 2015-2016 and 2016-2017 year-end fund to the Building Reserve Fund Motion by Chair Ferrigan, second by Vice-Chair Kramer 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. Motion carried via voice vote.
Approval of an agreement to manage the Otsego County University Center

T. Quinn presented a 2017 Draft University Center-Gaylord Summary Budget Estimate for discussion. The current University Center model is now unsustainable and there has been over a year's worth of work to develop a new vision for the University Center. The University Center and the Governing Board has approved the agreement allowing for Kirtland Community College to manage the UC. The Steering Committee has recommended this change as well.

Dr. Quinn guided members through the agreement explaining that two members of the Kirtland Board (Trustee Spangler and Vice-Chair Kramer) would be added to the U-C Board. Items discussed included the digital sign located on I-75, the fact that Kirtland would use and maintain the current furniture, that any improvements would be done at the cost of Kirtland as the building would not belong to the college, but would rather just be managed by Kirtland. Members discussed the value that this change will mean for students. Dr. Quinn reminded members that if they approve this agreement it will then go to the Otsego County Commission for a vote.

Motion by Trustee Dougherty, second by Vice-Chair Kramer, to approve the agreement presented for Kirtland Community College to manage the Otsego County University Center Roll Call Vote: Chair Ferrigan-Yes, Trustee Spangler-Yes, Trustee Pearen-Yes, Trustee Dougherty-Yes, Trustee Knepp-Yes, Vice-Chair Kramer-Yes. All in Favor. Motion Carries.

Motion by Trustee Spangler, second by Trustee Knepp, to adopt a six-month budget from January 1, 2017-June 30, 2017 in order for Kirtland Community College to manage the Otsego County University Center. Motion carried via voice vote.

7. President's Report

- Dr. Quinn presented an update on the Utilities Authority request for participation. A letter was sent on behalf of Kirtland Community College following the last board meeting.
- Discussion of a board retreat to study and review student housing, new programs, and the Grayling campus infrastructure after getting results from the engineering report.
- Human Resources Report was provided by D. Shantz.
- An enrollment update was provided by M. Vyskocil reporting that Kirtland's online head count and tuition hours are both up over goals set for fall. We are attracting younger students with our current median age at 25.58 years old. There is a 60/40 male to female ratio and the fall Police Academy is full and doubled over last year. The automotive program is up slightly too.
- Dr. Quinn reviewed the Capital Outlay Request included in the board packet. The request follows the priorities established in Kirtland's Master Facilities Plan. The request is for $6.1 million- 37,800 square foot building to be located on the Grayling Campus. He will need to submit a digital version of the request and will talk more about this in the future.
Housing Study Presentation - T. Quinn

This Thursday T. Quinn will be hosting a Housing Meeting at the HSC bringing together bankers, real estate investors, builders and others to discuss housing needs for Kirtland and our area. Dr. Quinn presented and discussed portions of the presentation he will be providing on Thursday. He discussed the average tuition of colleges with on campus housing, student penetration rate, occupancy rates, student interest, the demand for two bedroom/1 bathroom rentals and the lack of quality affordable housing in the Grayling area. T. Quinn will be meeting with a possible investor in Lansing this Friday.

8. Board Member Reports / Open Discussion

- H. VanWagner will send a card from the Board to Trustee Dozzi who is ill to let him know that he is in their thoughts.

*With no further business, Chair Ferrigan adjourned the meeting at 8:18 p.m.*