

June 11, 2019

A regular meeting of the Montcalm Community College Board of Trustees was called to order at 9:01 a.m. by Chairperson Karen Carbonelli in the Trebian Conference Room in MCC's Donald C. Burns Administration/Library Building in Sidney.

Trustees present: Karen Carbonelli, Chairperson
Esther Combs
Patricia Hinrichs
Joyce Kitchenmaster, Secretary
Robert Marston, Vice Chairperson
Kurt Peterson
Roger Thelen, Treasurer

Trustees absent:

Other present: — Debra Alexander, MCC Dean of Student & Enrollment Services (left 10:04 a.m.)
Robert Ferrentino, MCC President
Lisa Herald, MCC Executive Assistant, President's Office
Riki Jensen, MCC Director of Human Resources
Lisa Lund, MCC Foundation Executive Director (left 10:04 a.m.)
Meghan Nelson, *The Daily News* reporter (left 10:04 a.m.)
Robert Spohr, MCC Vice President for Academic Affairs
Connie Stewart, MCC Vice President for Administrative Services

The Trustees reviewed the minutes from their 5/14/19 meeting. Hearing no comments or corrections, Mrs. Carbonelli said the minutes will stand approved as printed.

The Trustees reviewed financial reports.

Mr. Ferrentino added Board Policy Section IV: Executive Limitations Policies – “*Asset Protection*” review under Unfinished Business.

Mrs. Carbonelli asked for a motion to open the Truth-in-Taxation meeting.

At 9:10 a.m., upon motion duly made by Martson and supported by Combs, the Truth-in-Taxation meeting conveyed. There being no public attendees, Mrs. Carbonelli asked for a motion to close the Truth-in-Taxation meeting.

At 9:12 a.m., upon motion duly made by Hinrichs and supported by Marston, the Truth-in-Taxation meeting closed.

The Trustees discussed challenges with health insurance.

Upon motion duly made by Thelen and supported by Marston, the following resolution was unanimously approved:

BE IT RESOLVED, That Board Policy *Section IV: Executive Limitations Policies – “Asset Protection”* has been revised to read, “*The president may not allow assets to be unprotected, inadequately maintained nor unnecessarily risked. Accordingly, he or she may not: 1. Fail to insure against theft and casualty losses to at least 80-percent replacement value and against liability losses to board members, staff or the organization itself in an amount greater than the average for comparable organizations. 2. Allow un-bonded personnel access to material amounts of more than \$2,500 of cash. 3. Allow plant and equipment to be subjected to improper wear and tear or insufficient maintenance. 4. Unnecessarily expose the college, the Board or staff to claims of liability. 5. Make any purchase or commit the organization to any expenditure greater than \$64,000 without prior board authorization, unless deemed an emergency purchase or already authorized within the approval of a larger capital project. 6. Make any purchase over \$25,000 without soliciting at least three quotations, unless there is a policy exception, a single source supplier or other circumstances prohibiting competitive pricing. A summary report of transactions will be presented to the Board monthly. Insurance is excluded from the above dollar limitations. The administration is authorized to negotiate with interested insurance companies. The administration is authorized to approve purchases without bids of certain maintenance items such as repair parts; replacements for original, one-of-a-kind equipment items; and special services performed by only one available contractor. The administration is authorized to approve purchases without bids of certain instructional supplies and equipment items available from only one source or when the purchase is to increase the number of like items for a department. 7. Receive, process or disburse funds under controls that violate board-appointed auditor's standards. 8. Invest or hold operating capital in insecure instruments, including uninsured checking accounts and bonds of less than AA rating, or in non-interest-bearing accounts except where necessary to facilitate ease in operational transactions. 9. Acquire, lease, encumber or dispose of real property. 10 Use funds received under the Carl Perkins Vocational and Applied Technology Education Act to supplant state or local funds that would, in the absence of such federal funds, be available for the use specified in the act. 11. Spend federal appropriated funds for influencing or attempting to influence an officer or employee or any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any federal grant or cooperative agreement.*”

Upon motion duly made by Hinrichs and supported by Peterson, the following resolution was unanimously approved:

BE IT RESOLVED, That Robert Ferrentino is MCC's President Director, Robert Marston is MCC's Trustee Director and Karen Carbonelli is MCC's Alternate Trustee Director to the 2019-20 Michigan Community College Association Board of Directors.

Upon motion duly made by Hinrichs and supported by Marston, the following resolution was unanimously approved:

BE IT RESOLVED, That the contract for MCC's President Robert Ferrentino is extended through 6/30/2022 and the contract for MCC's Vice President for Academic Affairs Robert Spohr is extended through 6/30/2021 and the contract for MCC's Vice President for Administrative Services Connie Stewart is extended through 6/30/21.

Upon motion duly made by Kitchenmaster and supported by Hinrichs, the following resolution was unanimously approved:

BE IT RESOLVED, That the Master Agreement 2019-2022 between the Board of Trustees and MCCESPA (MCC Educations Support Personnel Association) is approved.

At 10:03 a.m., Ms. Hinrichs made a motion to move into closed session for a personnel issue, supported by Peterson. A roll-call vote was: Carbonelli, aye; Kitchenmaster, aye; Thelen, aye; Marston, aye; Combs, aye; Hinrichs, aye and Peterson, aye.

At 10:47 a.m., Ms. Hinrichs made a motion to move out of executive session, supported by Marston. A roll-call vote was: Carbonelli, aye; Kitchenmaster, aye; Thelen, aye; Marston, aye; Combs, aye; Hinrichs, aye and Peterson, aye.

At 10:47 a.m., Combs moved that the meeting adjourn. Marston supported the motion, which carried unanimously.

Respectfully submitted:



 Chairperson



 Secretary