

May 11, 2021

A regular meeting of the Montcalm Community College Board of Trustees was called to order at 5:32 p.m. by Chairperson Karen Carbonelli in the Beatrice E. Doser Building, room D305.

Trustees present: Karen Carbonelli, Chairperson  
Esther Combs  
Carol Deuling-Ravell  
Joyce Kitchenmaster, Secretary  
Robert Marston, Vice Chairperson  
Kurt Peterson, Treasurer  
Joshua Stump

Trustees absent:

Other present: Debra Alexander, MCC Dean of Student & Enrollment Services, via Microsoft Teams (left 5:54 p.m.)  
Lisa Herald, MCC Executive Assistant, President's Office  
Lisa Lund, MCC Executive Director for the MCCF, via Microsoft Teams (left 5:54 p.m.)  
Cory Smith, *The Daily News* Reporter, via Microsoft Teams (left 5:54 p.m.)  
Robert Spohr, MCC Vice President for Academic Affairs (left 5:54 p.m.)  
Connie Stewart, MCC Vice President for Administrative Services (left 5:54 p.m.)  
Dr. Stacy H. Young, MCC President

The Trustees reviewed the minutes from their 4/13/21 meeting. Mrs. Combs moved to accept the minutes; Mrs. Deuling-Ravell seconded the motion.

The Trustees reviewed financial reports.

Mrs. Carbonelli moved the Presidential Evaluation from Unfinished Business to the end of the agenda.

Dr. Young discussed the Higher Learning Commission kick off meeting and enrollment. She also gave updates on the feasibility study, Donald C. Burns Administrative Building renovation, Ruffalo Noel Levitz and state funding.

Upon motion duly made by Deuling-Ravell and supported by Marston, the following resolutions were unanimously approved:

**BE IT RESOLVED**, That 6. *Secure an external assessment of the college's internal control structure and procedures for financial reporting. A. The administration will solicit proposals from qualified audit firms and make a recommendation to the board for their consideration prior to the May meeting. At the minimum, this should occur once every five years.* Is added to the Governance Process, Board Job Description.

The Trustees reviewed Board policy *Section II: "Governance Process Policies – Chairperson's Role"*, no changes were made.

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


**BE IT RESOLVED**, That a truth-in-taxation hearing is set for 6/8/21 at 9 a.m.

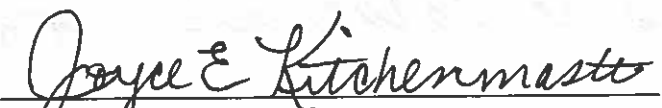
At 5:54 p.m., Mrs. Carbonelli requested a roll call vote to move into executive session for the annual MCC president's evaluation. A roll-call vote was: Carbonelli, aye; Marston, aye; Peterson, aye; Kitchenmaster, aye; Combs, aye; Deuling-Ravell, aye; and Stump, aye.

At 6:26 p.m., Kitchenmaster made a motion to move out of executive session, supported by Deuling-Ravell. A roll-call vote was: Carbonelli, aye; Marston, aye; Peterson, aye; Kitchenmaster, aye; Combs, aye; Deuling-Ravell, aye; and Stump, aye.

At 6:26 pm, Deuling-Ravell moved that the meeting adjourn. Stump supported the motion, which carried unanimously.

Respectfully submitted:

  
Chairperson

  
Secretary