

**West Shore Community College  
Scottville, MI 49454  
Board of Trustees Meeting  
Board Room  
Administrative and Conference Building  
Monday, February 20, 2017**

The February 20, 2017, Board of Trustees Meeting was called to order at 4:00 p.m. by Mr. Richard Wilson, Jr. Mr. Richard Wilson, Jr. welcomed everyone and led the Pledge of Allegiance.

**Call to Order  
and Roll Call**

Roll Call was taken by Lisa Stankowski, Executive Assistant to the President. The following Board Members were present:

**Board Members Present:** Mr. James Barker, Dr. Anthony (Tony) Fabaz, Mr. James Jensen, and Mr. Richard Wilson, Vice-Chair filling in as Chair.

**Board Members Absent:** Mr. Mike Ennis, Mr. Bruce Smith and Mrs. Sherry Wyman.

**Others Present:** Christy Christmas, Ana Figueroa (Student Senate), Ruth Freebury, Ken Grabowski (Manistee News Advocate), Thom Hawley, Debra Hintz, Chad Inabinet, Maia Jonassen (Student Senate), Brooke Kansier (Ludington Daily News), Mike Krauch, (MSU Extension District 5 Coordinator), Lisa Morley, Susan Owens (Ferris State University), Kendra Quick (WMOM), Anthony Paris (Student Senate), Brooke Portmann, Katelyn Pruyne, Nick Richert (Student Senate), Amber Sadler (Student Senate), Steve Sparling, Lisa Stankowski, Beth Urban, Kenneth Urban, Scott Ward, Sherri Wehrmeister (Alumna Presentation), and Crystal Young

The minutes of the January 16, 2017, regular meeting were distributed to the Board members prior to the meeting.

**Approval of  
January  
Meeting Minutes**

**MOTION:** A motion was made by Mr. James Jensen and seconded by Mr. James Barker to approve the January 16, 2017, regular Board meeting minutes. Motion carried.

The agenda of the February 20, 2017, regular Board meeting was provided to the Board members to review prior to the meeting. The addition of item "D" Audit Services was added to the agenda.

**Approval of  
Agenda**

**MOTION:** A motion was made by Mr. James Barker and seconded by Dr. Anthony Fabaz to approve the February 20, 2017, regular

**Board meeting agenda with the addition of item “D” Audit Services. Motion carried.**

President Urban talked about the Governor’s proposed budget. President Urban stated in the Governor’s executive budget recommendation, he did not recommend an operational increase this year for community colleges due to community colleges receiveing personal property tax reimbursements of \$15.7 million higher that he believes would have been expected under the formula.

**Michigan  
Community College  
Association President’s  
Report**

The time capsule was on display for the Board of Trustees. President Urban stated that the time capsule was assembled by our students who were instructed by Professor Dave Cutler. He stated that the time capsule will not be sealed until our History Book is ready, so that a copy of the book will be included. The time capsule will hang from the ceiling in the Schoenherr Campus Center.

**50<sup>th</sup> Anniversary  
Spotlight**

President Urban introduced Sherry Wehrmeister who graduated from West Shore in 1983 with her degree in accounting. Sherry talked about her positive educational experience here on campus. Sherry is employed with Packaging Corporation of America.

Thom Hawley, Executive Director of Communications & Community Engagement, introduced Professor Lisa Morley to talk about the upcoming visit from the National Association for the Education of Young Children (NAEYC). Professor Morley stated that we are seeking accreditation. She also provided a presentation regarding the benefits and outcomes, if the program becomes accredited by (NAEYC).

**President’s  
Office  
Report**

Ruth Freebury, Director of Nursing, and Susan Owens, Associate Professor of Nursing and Chair, School of Nursing at Ferris State University presented on the program that they have developed for West Shore’s nursing students to easily transfer and obtain their Bachelors of Nursing at Ferris State University as more hospitals are requiring a bachelor’s degree.

Student Senate members, Amber Sadler, Nick Richert, Katelyn Pruyne, Anthony Paris, Maia Jonassen, and Ana Figueroa, provided a presentation on their activities to date, future events, and goals.

Thom provided the Calendar of Events.

Steve Sparling, Director of Institutional Research, provided the Board with a map showing the location of the students for the Winter Semester. Chad Inabinet, Dean of Student Services, provided the handout regarding enrollment.

**Winter  
Enrollment  
Report**

Richard Wilson invited the public to address the Board of Trustees at this time. Mike Krauch, Coordinator from Michigan State University, District 5, requested to address the Board of Trustees. Mr. Krauch commented on the lease agreement between West Shore Community College and the Mason County MSU Extension Office. He stated that he believes this will be a win-win for the community.

**Public Comment**

Mr. James Jensen presented the January 2017, monthly financial statement, which was provided to the Board for their review prior to meeting. He requested approval of General Fund Expenditures of \$948,383 and Auxiliary Fund Expenditures of \$207,662. The financials were favorably reviewed by the Board Administrative Committee at their meeting held on February 15, 2017.

**January  
Financial  
Report**

**MOTION: A motion was made by Mr. James Jensen and seconded by Dr. Anthony Fabaz to approve the General Fund Expenditures of \$948,383 and Auxiliary Fund Expenditures of \$207,662. Motion carried.**

President Kenneth Urban presented the recommended lease agreement with Michigan State University Extension. He stated the College was approached by them to discuss the possibility of housing the offices on the campus. President Urban stated that this lease, if approved, would expand the partnership between the College and the MSU Extension, which would provide more opportunities to collaborate and benefit from the numerous facets of MSU Extension such as agriculture, agribusiness, health and nutrition, youth development, community and economic development, and environmental sustainability. President Urban stated that the County Board approved the lease agreement with the College at their meeting held on February 14, 2017. The recommendation was favorably reviewed by the Board Administrative Committee at their meeting held on February 15, 2017.

**MSU Extension  
Lease Agreement**

**MOTION: A motion was made by Mr. James Jensen and seconded by Dr. Anthony Fabaz to authorize the President to enter into a Lease Agreement with Mason County for the purposes of housing the Mason County Michigan State University Extension offices on the campus of West Shore Community College. Motion carried.**

President Kenneth Urban talked about the history of the College's Founders Day and stated that in 1987, the College celebrated its 20<sup>th</sup> anniversary where that same evening the Mentors Society was born with the public recognition of eleven very special individuals for their founding and development of West Shore Community College. He went on to say that since that time, thirty two more names have been added to the Mentors Society and this year marks our 50<sup>th</sup> Anniversary. President Urban recommended that nine more distinguished individuals be added to the Mentors Society. The individuals are, Sharon Bluhm, Senator Darwin Booher, Ruth Gustafson, Christine Hall, David Hall, James Pinkerton, Jack Rasmussen, Shirley Rasmussen, and Gerald Svendor.

**Recommendation of  
Mentors Society and  
Cornerstone  
Society Inductees**

President Urban stated that as a part of our 50<sup>th</sup> Anniversary, the College created a new award called the Cornerstone Society, which honors businesses, organizations, and foundations. He stated that the first-ever Cornerstone inductees are, the Paine Family Foundation, the Delta Foundation, and West Shore Bank. The recommendation was favorably reviewed by the Board Executive Committee at their meeting held on December 12, 2016.

**MOTION: A motion was made by Dr. Anthony Fabaz and seconded by Mr. James Barker to approve distinguished individuals and organizations to be inducted into the West Shore Community College Mentors Society and the Cornerstone Society at the Founders Day Banquet and 50<sup>th</sup> Anniversary Celebration on Friday, March 10, 2017. Motion carried.**

Mr. James Jensen, Chairman of the Board Administrative Committee, deferred to Vice President Ward regarding the Audit Services. Vice President Ward stated that the College administration is requesting one additional year to the audit services contract with Rehmann Robson because of the GASB 68 implementation without adding the transition to a new auditor to the equation. The recommendation was favorably reviewed by the Board Administrative Committee at their meeting held on February 15, 2017.

**Audit Services**

**MOTION: A motion was made by Mr. James Jensen and seconded by Mr. James Barker to approve extending the contract with Rehmann Robson for audit services for one additional year. Motion carried.**

Mr. James Barker thanked Sherry Wehrmeister for her presentation regarding her experience at West Shore Community College and her involvement in her community. He also thanked Student Senate for their presentation.

**Board Member Comments**

Mr. James Jensen thanked everyone for their informative presentations. He especially thanked the students from Student Senate.

Mr. Richard Wilson thanked Professor Lisa Morley, Ruth Freebury and Susan Owens for their informative presentations on the Early Childhood Program Accreditation and the information regarding the easy transition for our students into the BSN Program at Ferris State University.

There being no more business before the Board, the meeting was adjourned by motion at 5:15 p.m.

**MOTION: A motion was made by Mr. James Jensen and seconded by Dr. Anthony Fabaz to adjourn the meeting at 5:15 p.m. Motion carried.**

**Adjournment**

Respectfully submitted,  
Dr. Anthony Fabaz, Secretary

Recorded by: Lisa M. Stankowski  
Approved: \_\_\_\_\_