

**West Shore Community College  
Scottville, MI 49454  
Board of Trustees Meeting  
Monday, July 18, 2016  
4:00 p.m.**

**Board Room of the Administrative & Conference Building**

The July 18, 2016, Board of Trustees Meeting was called to order at 4:00 p.m. by Chairman James Jensen. Mr. Jensen welcomed everyone.

**Call to Order  
and Roll Call**

**Board Members Present:** Mr. James Barker, Mr. Mike Ennis, Mr. Bruce Smith, Mr. Steve Urka, Mr. Richard Wilson, and Mr. James Jensen, Chairman

Board Members Absent: Dr. Anthony Fabaz

**Others Present:** Debbie Campbell, Christy Christmas, Ken Grabowski (Manistee News Advocate), Thom Hawley, Cheryl Hogan, Chad Inabinet, Brooke Kainser (Ludington Daily News), Patrick Lopeman (WMOM), Steve Sparling, Lisa Stankowski, Kenneth Urban, Scott Ward and Crystal Young

The minutes of the June 20, 2016, Budget Hearing Meeting were distributed to the Board members prior to the meeting.

**Approval of  
June 20, 2016  
Budget Hearing  
Meeting Minutes**

**MOTION:** A motion was made by Mr. Mike Ennis and seconded by Mr. Richard Wilson to approve the June 20, 2016, Budget Hearing Meeting Minutes. Motion carried.

The minutes of the June 20, 2016, Regular Meeting were distributed to the Board members prior to the meeting.

**Approval of  
June 20, 2016  
Meeting Minutes**

**MOTION:** A motion was made by Mr. Richard Wilson and seconded by Mr. Mike Ennis to approve the June 20, 2016, Regular Board meeting minutes. Motion carried.

The agenda of the July 18, 2016, Regular Board Meeting was provided to the Board members prior to the meeting.

**Approval of  
Agenda**

**MOTION:** A motion was made by Mr. Mike Ennis and seconded by Mr. Richard Wilson to approve the July 18, 2016, Regular Board Meeting Agenda. Motion carried.

Mr. Mike Ennis provided a Michigan Community College Association (MCCA) update. He stated the MCCA Summer Conference is taking place next week.

**Michigan  
Community  
College  
Association**

Thom Hawley presented the donation of 154 art and architecture books from the Ludington Area School District.

**Donation of Books**

**MOTION: A motion was made by Mr. Richard Wilson and seconded by Mr. Mike Ennis to accept the 154 books to the William M. Anderson Library with a letter of thanks to the Ludington Area School District. Motion carried.**

President Urban provided an update on the 50<sup>th</sup> Anniversary. He stated that we will be doing activities starting in September of 2016 and conclude in June of 2017.

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

Thom Hawley, Executive Director of Communications and Community Engagement, provided an update on the upcoming events. He stated on Saturday, the College will be holding its second annual Muddy Fox Trot. He stated all funds raised will be going toward scholarships as the event has been underwritten by an anonymous donor. Thom introduced Crystal Young, Director of the Business Opportunity Center, to talk about College for Kids which will be held the first week of August. She stated that we have twenty-five courses that are being offered. Crystal also added that through the Community Connections Team, WSCC will be represented at all the Friday Night Lives in Ludington.

**West Shore Report**

Chad Inabinet, Dean of Student Services, presented the summer 2016 graduate list of 13 individuals who have completed their studies and are being presented to the Board today for approval.

**Summer Graduation List**

**MOTION: A motion was made by Mr. Bruce Smith and seconded by Mr. Richard Wilson to approve the summer 2016 graduate list as distributed. Motion carried.**

Chairman James Jensen invited anyone to address the Board at this time. There were no public comments.

**Public Comments**

Treasurer Bruce Smith presented the Quarterly Investment Report. The report was favorably reviewed by the Board Administrative Committee at their meeting held on July 13, 2016. Mr. Smith stated in August Vice President Ward is going to present available investment options with municipal bonds.

**Quarterly Investment Report**

President Urban shared in the Board Packet, "Regional Accreditor Scorecards" from the National Advisory Committee on Institutional Quality and Integrity Recognized Institutional Accreditors.

**Community College Higher Education Issues and Trends**

Mr. Bruce Smith presented the June 2016, monthly financial statement, which was provided to the Board prior to meeting. He requested approval of General Fund Expenditures of \$709,060 and Auxiliary Fund Expenditures of \$111,688. The financials were favorably reviewed by the Board Administrative Committee at their meeting on July 13, 2016.

**June Financial Report**

**MOTION: A motion was made by Mr. Bruce Smith and seconded by Mr. Richard Wilson to approve the General Fund Expenditures of \$709,060 and Auxiliary Fund Expenditures of \$111,688. Motion carried.**

Mr. Bruce Smith presented the one bid for category 2 – Concrete for Bowne Construction from Lowell, MI in the amount of \$29,021. Bowne Construction was the sole bidder for this category. Responses from other bidders indicated that they had too much existing work to bid on the current project. Mr. Smith stated that the funding for the project has been approved in the capital budget. The information was favorably reviewed by the Board Administrative Committee at their meeting held on July 13, 2016.

**Storage  
Building  
Bid**

**MOTION: A motion was made by Mr. Bruce Smith and seconded by Mr. James Barker to approve the bid from Bowne Construction in the amount of \$29,021 for concrete for the campus storage building. Motion carried.**

Mr. James Barker thanked Thom Hawley for the presentation today.

**Board Member  
Comments**

Mr. Richard Wilson thanked Ludington Area Public Schools for the donation of the 154 art and architecture books.

Mr. Mike Ennis thanked Crystal Young for her presentation on the “College for Kids” and also thanked Christy Christmas who has run the program in the past.

There being no more business before the Board, the meeting was adjourned by motion at 4:35 p.m.

**MOTION: A motion was made by Mr. Mike Ennis and seconded by Mr. Steve Urka to adjourn the meeting at 4:35 p.m. Motion carried.**

**Adjournment**

Respectfully submitted,  
Richard M. Wilson, Secretary

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