

**West Shore Community College  
Scottville, MI 49454  
Board of Trustees Meeting  
Monday, October 15, 2018  
4:00 p.m.**

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

The October 15, 2018, Board of Trustees Meeting was called to order at 4:00 p.m. by Chairman Bruce Smith. Mr. Smith welcomed everyone.

**Call to Order  
and Roll Call**

**Board Members Present:** Mr. James Barker, Mr. Mike Ennis, Dr. Anthony Fabaz, Mr. James Jensen, Mr. Richard Wilson, and Mr. Bruce Smith, Chairman

**Board Members Absent:** Mrs. Sherry Wyman

**Others Present:** Kristen Biggs, Debbie Campbell, Christy Christmas, Ken Grabowski (Manistee News Advocate), Lilia Gonzalez (Student Senate), Thom Hawley, Morgan Haywood (Student Senate), Debbie Hintz, Noah Hausmann (Ludington Daily News), Chad Inabinet, Tom Mathison (Mathison/Mathison), Amy Pepper, Brooke Portmann, Sara Schaefer (Student Senate), Jim Scatena, Lisa Stankowski, Scott Ward and Tom Winkelman (Rehmann Robson)

The minutes of the September 17, 2018, regular Board Meeting were distributed to the Board members prior to the meeting.

**Approval of  
September 17, 2018  
Board Meeting  
Minutes**

**MOTION:** A motion was made by Mr. Richard Wilson and seconded by Mr. Mike Ennis to approve the September 17, 2018, regular Board Meeting Minutes. Motion carried.

The agenda of the October 15, 2018, Regular Board Meeting was provided to the Board members prior to the meeting.

**Approval of  
October 15, 2018  
Agenda**

**MOTION:** A motion was made by Mr. Richard Wilson and seconded by Mr. James Barker to approve the October 15, 2018 Regular Board Meeting Agenda. Motion carried.

Mr. Mike Ennis provided a Michigan Community College Association (MCCA) update. He stated that he and President Ward were in Ironwood two weeks ago for the Fall Board of Directors Meeting. He stated that Davis Jenkins was the guest speaker. President Ward talked about the student audit for retirement services.

**Michigan  
Community  
College Association  
Report and  
President's Report**

Thom Hawley, Executive Director of College Relations, introduced members of Student Senate to provide a report on their activities.

**Office of the  
President  
Report**

Chad Inabinet, Dean of Student Services, provided a report on Transfer Day and College Night.

**Academic  
Report**

Thom presented the calendar of events and provided the Board members with a copy of the calendar of events for the upcoming month.

Chairman Bruce Smith asked if there were any public comments at this time. There were no public comments.

**Public Comment:**

Treasurer James Jensen presented the Quarterly Investment Report for September 30, 2018, which is required by Board Policy 6022. There is no action required by the Board of Trustees.

**Quarterly  
Investment  
Report**

Mr. Mike Ennis presented the second and final reading of Board Policy 2003 – *Conflicts of Interest*. The Board Policy and Personnel Committee favorably reviewed the suggested changes to Board Policy 2003 – *Conflicts of Interest*.

**Second and Final  
Reading of Board  
Policy 2003 –  
Conflicts of Interest**

**MOTION:** A motion was made by Mr. Mike Ennis and seconded by Mr. Richard Wilson to approve the second and final reading of Board Policy 2003 – *Conflicts of Interest*. Motion carried.

Treasurer James Jensen presented the September 2018, monthly financial statement, which was provided to the Board prior to meeting. He requested approval of General Fund Expenditures of \$952,216 and Auxiliary Fund Expenditures of \$91,646. The financials were favorably reviewed by the Board Administrative Committee at their meeting on October 10, 2018.

**September  
Financial  
Report**

**MOTION:** A motion was made by Mr. James Jensen and seconded by Dr. Anthony Fabaz to approve the General Fund Expenditures of \$952,216 and Auxiliary Fund Expenditures of \$91,646. Motion carried.

Mr. Tom Mathison of *Mathison/Mathison Architects* provided some clarifications and revisions regarding pricing from his presentation last month, which has to do with inflation and construction costs. President Ward stated that with the Tech Center project, we were able to fit other projects in on campus, such as the ice arena addition and the remodeling of the Regional Public Safety Facility. There are also some other projects that he would like to complete, such as the bridge and deck replacement and asphaltting the parking lot at the Regional Public Training Center.

**Facilities Master  
Plan & Project  
Priority**

President Ward stated that the Facilities Master Plan is due to the State on or before November 1, 2018, and is a prerequisite for the opportunity of State Capital Outlay Funding.

The Board Administrative Committee favorably reviewed the Facilities Master Plan and Project Priority submission to the State Budget Office at their meeting held on October 10, 2018.

**MOTION: A motion was made by Mr. James Jensen seconded by Mr. Mike Ennis to approve the Facilities Master Plan and submitting to the State Budget Office, the Recreation Center as the West Shore Community College priority request for Capital Outlay Funding. Motion carried.**

Mr. Mike Ennis stated the Board Policy and Personnel Committee reviewed Board Policies 6063 – 6066, 6070 – 6072, and 6080 – 6086 at their committee meeting earlier this afternoon. He stated there were several suggested changes that will be presented at a future meeting.

**Board Policy Review**

President Scott Ward stated that our practice for many years has been to go off campus twice a year and over the years, we have been to every public school in our district at least once. He stated we have not been to Mason County Eastern since November of 2008, so his recommendation is to hold our November Board of Trustees Meeting at Mason County Eastern Schools.

**Off Campus Board Meeting Locations and Time**

**MOTION: A motion was by Mr. Richard Wilson and seconded by Mr. Mike Ennis to approve the November 19, 2018 off-campus Board of Trustees Meeting to be held at Mason County Eastern Schools in the Library at 5:00 p.m. Motion carried.**

There being no more business before the Board, the meeting was adjourned by motion at 5:09 p.m.

**MOTION: A motion was made by Mr. James Barker and seconded by Mr. Richard Wilson to adjourn the meeting at 5:09 p.m. Motion carried.**

**Adjournment**

Respectfully submitted,  
Anthony Fabaz, Secretary

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