

**West Shore Community College**  
**3000 N. Stiles Rd., Scottville, MI 49454**  
**Special Board of Trustees Meeting & Public Hearing**  
**Administrative and Conference Building & Via Zoom**  
**Monday, September 21, 2020**  
**4:00 p.m.**

The September 21, 2020, Board of Trustees Meeting was called to order at 4:00 p.m. by Mr. Bruce Smith, Chairman. Mr. Smith welcomed everyone at the meeting on campus and also via Zoom.

**Call to Order  
and Roll Call**

**Board Members Present:** Mr. James Barker, Dr. Anthony Fabaz, Mr. James Jensen, Mr. Randy Tomaszewski, Mr. Richard Wilson, Mrs. Sherry Wyman and Mr. Bruce Smith, Chairman

**Others Present:** Carlos Alvarado (Attorney of City of Scottville), Conny Bax, Dave Bostwick (Ludington Daily News), Deb Campbell, Tim Fink, Thom Hawley, Deb Hintz, Cheryl Hogan, Mark Kinney, Courtney Magaluk (Scottville City Manager), Mike Moore, Matt Murphy (Scottville Chief of Police), Craig Peterson, Renee Snodgrass, Lisa Stankowski, Scott Ward and (other individuals attended, but were not identifiable by their cell phone numbers).

The minutes of the August 17, 2020 Board of Trustees meeting were distributed to the members of the Board of Trustees prior to the meeting.

**MOTION:** A motion was made by Mr. Richard Wilson and seconded by Mrs. Sherry Wyman to approve the August 17, 2020 Board of Trustees Meeting Minutes. Roll call vote: Barker – aye, Fabaz – aye, Jensen – aye, Tomaszewski – (absent), Wilson – aye, Wyman – aye, and Smith – aye. Motion carried with 6 – ayes and 0 – no.

**Approval of  
August 17, 2020  
Board of Trustee  
Meeting Minutes**

The agenda of the September 21, 2020 Board of Trustees meeting was provided to the members of the Board of Trustees prior to the meeting.

**MOTION:** A motion was made by Mr. Richard Wilson and seconded by Mr. Randy Tomaszewski to approve the September 21, 2020 Board of Trustees meeting agenda. Roll call vote: Barker – aye, Fabaz – aye, Jensen – aye, Tomaszewski - aye, Wilson – aye, Wyman – aye, and Smith – aye. Motion carried with 7 – ayes and 0 - no.

**Approval of  
Board Agenda**

President Ward stated Life EMS has been an integral partner of the College in establishing the Emergency Medical Responder (EMR) training last year and the Emergency Medical Technician (EMT) program this year. He stated they have offered to donate an ambulance to the College. President Ward thanked Vice President Kinney and his wife, Amanda, for assisting with this donation. President Ward asked the Board of Trustees to accept this donation from Life EMS and recommend the Board's confirmation.

**Confirmation  
Ambulance  
Donation**

**MOTION: A motion was made by Mrs. Sherry Wyman and seconded by Mr. Richard Wilson to accept the ambulance donation from Life EMS to enhance the College's emergency response programs. Roll call vote: Barker – aye, Fabaz – aye, Jensen – aye, Tomaszewski - aye, Wilson – aye, Wyman – aye, and Smith – aye. Motion carried with 7 – ayes and 0 - no.**

President Scott Ward provided the Michigan Community College Association update. He stated that he did not expect more than a 10% cut from the State. He also talked about the offering of the Bachelor's in Nursing at community colleges. He stated he would not embrace this for WSCC because we have great partnerships with the universities that we work with currently. President Ward also touched on the program, "Pell Grant for Inmates".

**Michigan Community  
College Association  
Report**

Thom Hawley provided the West Shore Report and provided a presentation on upcoming events. He introduced Renee Snodgrass, Director of Library Services, to speak on the Human Kind series. She stated the Human Kind Series will be held as a virtual platform. She stated the first event will be held this evening at 7:00 p.m.

**West Shore  
Report**

Vice President Mark Kinney presented the enrollment report. He stated we budgeted for a decrease, which has happened among all the other community colleges in the state except for Bay College.

**Academic Report**

Vice President Kinney provided the Board of Trustees with preliminary enrollment numbers. He also provided an update on the draft of the report from the Higher Learning Commission.

President Ward stated during our President's Leadership Team meeting, a student senate member brought up student mental health issues, broadband, which during the COVID the college installed Wi-Fi access points in the parking lots on campus and at the Riemer Public Safety Training Center.

**Student/Community  
Issues**

Chairman Bruce Smith invited anyone from the public to address the Board of Trustees at this time. There were no public comments.

**Public Comments**

Mr. James Jensen presented the August 2020 Financial Statement of General Fund Expenditures of \$652,129 and Auxilliary Fund Expenditures of \$39,428 for the Board's review and approval. The August financials were favorably reviewed

**August Financial  
Report**

by the Board Administrative Committee at their meeting held on September 16, 2020.

**MOTION:** A motion was made by Mr. James Jensen and seconded by Mrs. Sherry Wyman to approve the August General Fund Expenditures of \$652,129 and Auxiliary Fund Expenditures of \$39,428. Roll call vote: Barker – aye, Fabaz – aye, Jensen – aye, Tomaszewski - aye, Wilson – aye, Wyman – aye, and Smith – aye. Motion carried 7 – ayes and 0 - no.

Mr. Jensen stated the Board Administrative Committee reviewed the leases and letter of intent at their committee meeting on September 16th and after a thorough discussion about the Foundation being able to leave after providing a sub-leasee if they need more space and that concerns him. He also stated there were some minor changes suggested. President Scott Ward lease agreements from the Manistee Area Chamber of Commerce and Michigan Works! Also included is a Letter of Intent with the Manistee Community Foundation. He stated there is a similarity among all three leases, but the uniqueness of each lease reflects the different roles and relationships with all parties. Through these stronger relationships, the services to the community will be enhanced. These long-term leases will allow the College to operate and maintain the building without impacting the current operating budget. President Ward asked the full Board to review the leases and contact him if they have any questions.

**Review final draft of Lease Agreement with Manistee Chamber and Michigan Works and letter of intent from Manistee Community Foundation**

Mr. Jensen stated the Board Administrative Committee reviewed the contract between the College and the City of Scottville for a police officer presence on the campus. President Ward provided additional information and asked the Board to review and contact him with any questions.

**Review Final Draft of a Contract with the City of Scottville**

President Ward requested the Board to hold a Special Board of Trustees Meeting and a Public Hearing on Monday, October 5 at 5:00 p.m. to review the leases for the Manistee building located downtown, the Law Enforcement Agreement with the City of Scottville, which requires a Public Hearing, which will be held at the first part of the Special Board of Trustees Meeting.

**Set a Date and Time for a Public Hearing and a Special Board of Trustees Meeting**

**MOTION:** A motion was made by Mr. Randy Tomaszewski and seconded by Mr. Richard Wilson to approve the Special Board of Trustees Meeting to be held on Monday, October 5 at 5:00 p.m. in addition to a Public Hearing. Roll call vote: Barker – aye, Fabaz – aye, Jensen – aye, Tomaszewski - aye, Wilson – aye, Wyman – aye, and Smith – aye. Motion carried 7 – ayes and 0 - no.

A Public Hearing was held during the meeting for the purpose of discussing an agreement between City of Scottville for the purpose of providing the Scottville Police Department to provide public safety at the college's main campus and any special needs that we may have at our Manistee Center and our Regional Rierner Public Safety Training Center. The City of Scottville attorney, Carlos Alvarado

**Public Hearing**

and the Scottville City Manager, Courtney Magaluk both provided comments. The law enforcement will also be covering Mason County Central schools.

There being no more business before the Board of Trustees, the meeting was adjourned at 5:18 p.m.

**Adjournment**

**MOTION: A motion was made by Mr. Richard Wilson and seconded by Dr. Anthony Fabaz to adjourn the meeting at 5:18 p.m. Roll call vote: Barker – aye, Fabaz – aye, Jensen – aye, Tomaszewski - aye, Wilson – aye, Wyman – aye, and Smith – aye. Motion carried 7 – ayes and 0 - no.**

Respectfully submitted,  
Anthony Fabaz, Secretary

Recorded by: Lisa M. Stankowski

Approved: \_\_\_\_\_