The March 15, 2021, Board of Trustees Meeting was called to order at 4:00 p.m. by Mrs. Sherry Wyman, Board Chair. Mrs. Wyman welcomed everyone via Zoom.

**Board Members Present Virtually:** Mr. James Barker, Dr. Anthony Fabaz, Mr. Tom Kaminski, Mr. Bruce Smith, Mr. Randy Tomaszewski, Mr. Richard Wilson, Mrs. Sherry Wyman, Chair

**Others Present:** Conny Bax, Dave Bostwick (Ludington Daily News), Debbie Campbell, Christy Christmas, Tim Fink, Jordan Fleetwood (student), Alexis Groenhout (student), Deb Hintz, Darby Johnson, Thom Hawley, Chad Inabinet, Annie Jacobson, Darby Johnsen, Mark Kinney, Kyle Kotecki (Manistee News Advocate), Jennifer Lundberg Anders, Mike Moore, Erica Orians (Michigan Community College Association), Amy Pepper, Craig Peterson, Katie Stewart, Jill Sweet, Lisa Stankowski, Scott Ward, Tami Wolverton, Crystal Young and (other individuals attended, but were not identifiable by their cell phone numbers).

The minutes of the February 15, 2021 Board of Trustees Meeting were distributed to the members of the Board prior to the meeting.

**MOTION:** A motion was made by Mr. Bruce Smith and seconded by Dr. Anthony Fabaz to approve the February 15, 2021 Board of Trustees Meeting Minutes. Roll call vote: Barker – aye, Fabaz – aye, Kaminski – aye, Smith – aye, Tomaszewski – aye, Wilson – aye and Wyman – aye. Motion carried: 7 – ayes and 0 – nay.

The agenda of the March 15, 2021 Board of Trustees Meeting was provided to the members of the Board prior to the meeting.

**MOTION:** A motion was made by Mr. Tom Kaminski and seconded by Mr. Richard Wilson to approve the March 15, 2021 Board of Trustees Meeting Agenda. Roll call vote: Barker – aye, Fabaz – aye, Kaminski – aye, Smith – aye, Tomaszewski – aye, Wilson – aye and Wyman – aye. Motion carried: 7 – ayes and 0 – nay.

President Ward provided the Michigan Community College Association update and discussed state appropriations.
Thom Hawley, Executive Director of College Relations, introduced Professor of Marketing Management, Katie Stewart. Her students Jordan Fleetwood and Alexis Groenhout placed first and third among all the students who took the Microsoft Office Certification.

Thom presented the update calendar, which was provided in the board packet.

Thom stated commencement ceremonies are going as planned with all safety protocols in place.

Dr. Mark Kinney, Vice President of Academic and Student Services, introduced Erica Orians, Executive Director for Student Success from the Michigan Community College Association and Chad Inabinet, Dean of Student Services to present on the Michigan Transfer Agreement.

Board Chair Sherry Wyman invited anyone from the public to address the Board of Trustees at this time. There were no public comments.

President Ward provided an article and an award received by Fleis & VandenBrink for the Water Tower Project. The article “The Meaning of Fiduciary”, by J. Noah Brown and the information on “Fleis & VandenBrink Receives Water Improvement Design an ACEC Winner” were provided in the board packet.

Board Treasurer Randy Tomaszewski presented the February Financial Statement of the General Fund Expenditures of $1,026,350 and the Auxiliary Fund Expenditures of $53,882. The Board Administrative Committee favorably reviewed the February Financials at their meeting held on March 10, 2021.


Board Treasurer Randy Tomaszewski presented the Annual Budget Estimate. This is required by section 141 of the Community College Act of 1966, Act 331 of 1966. These estimates are based on estimated expenditures, other revenue projections, such as tuition and fees, and preliminary estimates of the State allocation and property tax receipts, including personal property tax reimbursement at current millage rates. Approving the estimates does not restrict the Board from adopting different amounts during the budget process. The tax appropriation estimate was favorably reviewed at the Board Administrative Committee meeting held on March 10, 2021.

Property Tax – Operations $7,133,634
Property Tax – Capital $3,269,845
State Allocation $2,664,501

Board Treasurer, Randy Tomaszewski, asked President Ward to discuss the options for the Operating Millage. The Board must decide whether to ask voters to renew the ballot language and ask for a renewal and an election date must be selected. A decision must be made whether to renew at the current rate or increase the millage; and the number of years that the millage is requested must be decided. The current term is 8 years. The Board Administrative Committee favorably reviewed to authorize the president to prepare a millage resolution to renew the operating millage for 8 years with no rate increase for the August 3, 2021 election date to present for the Board at the April 19th Meeting at their meeting held on March 10, 2021.

MOTION: A motion was made by Mr. Randy Tomaszewski and seconded by Mr. Bruce Smith to authorize the president to prepare a millage resolution to renew the operating millage for (8) eight years. Roll call vote: Barker – aye, Fabaz – aye, Kaminski – aye, Smith – aye, Tomaszewski – aye, Wilson – aye and Wyman – aye. Motion carried: 7 – ayes and 0 – nay.

Board Treasurer, Randy Tomaszewski, presented the recommendation for construction change orders. Originally, the lower level of the building was completed as a white box space with the intent to finish the level when a tenant was found to occupy the space. With the lease negotiations completed with the Manistee County Community Foundation, the College can move forward to complete the construction in the lower level. To complete the lower level the cost is $517,385. As part of the lease agreement, the Manistee County Community Foundation has agreed to pay the College $77,385 toward the cost of construction. The recommendation was favorably reviewed by the Board Administrative Committee at their meeting held on March 10, 2021.

MOTION: A motion was made by Mr. Randy Tomaszewski and seconded by Dr. Anthony Fabaz to approve construction change orders totaling $429,642 and a construction budget increase of $517,385, pending the approval of the commercial lease agreement with the Manistee County Community Foundation. Roll call vote: Barker – aye, Fabaz – aye, Kaminski – aye, Smith – aye, Tomaszewski – aye, Wilson – abstained and Wyman – aye. Motion carried: 6 – ayes, 0 – nay and 1 - abstention.
Board Treasurer, Randy Tomaszewski, presented the recommendation for the commercial lease agreement with the Manistee County Community Foundation for the downtown Manistee building. The lease incorporates the elements of the letter of intent presented to the Board back in September. Included into the lease is an additional payment by the foundation for $77,384 for space improvements above and beyond the work originally intended by the College. The Lease Agreement between the College and the Manistee County Community Foundation was favorably reviewed by the Board Administrative Committee at their meeting held on March 10, 2021.

**MOTION:** A motion was made by Mr. Randy Tomaszewski and seconded by Mr. Bruce Smith to approve the Commercial Lease Agreement between the College and the Manistee Community Foundation. Roll call vote: Barker – aye, Fabaz – aye, Kaminski – aye, Smith – aye, Tomaszewski – aye, Wilson – abstained and Wyman – aye. Motion carried: 6 – ayes, 0 – nay and 1 - abstention.

President Ward stated for many years, the Board’s practice has been to hold two of our monthly meetings at an off-campus location in the months of April and November. With the recent opening of the College’s downtown location and the recent lifting of public meeting restrictions providing us the ability to meet in person again as a public Board. President Ward’s recommendation is to hold the off-campus April 19th Board of Trustees Meeting at the downtown Manistee location at 400 River St. in classrooms 121 & 122.

**MOTION:** A motion was made by Mr. Bruce Smith and seconded by Mr. Richard Wilson to approve to change the location of the April 19, 2021 Board of Trustees Meeting to the College’s Downtown location at 400 River St. in Manistee in classrooms 121 & 122. Roll call vote: Barker – aye, Fabaz – aye, Kaminski – aye, Smith – aye, Tomaszewski – aye, Wilson – aye and Wyman – aye. Motion carried: 7 – ayes and 0 – nay.

President Ward stated we received notification of a sculpture donation by artist and designer Leslie J. Laskey. The artist has relinquished all rights affecting ultimate disposition. Therefore, the donation is presented to the Board of Trustees for their confirmation. President Ward provided a picture of the sculpture and the proposed placement of the sculpture in the board packet. The sculptures proposed placement is on college property, but is part of a larger Manistee Downtown Development Authority planned project for improvements to the Manistee Riverwalk. President Ward thanked Mick Szymanski, a WSCC Alum, Air Force Veteran and City of Manistee Councilman for his tireless efforts on this donation.
MOTION: A motion was made by Mr. Richard Wilson and seconded by Mr. Randy Tomaszewski to confirm the acceptance of the sculpture donation from Leslie Laskey, artist and designer. Roll call vote: Barker – aye, Fabaz – aye, Kaminski – aye, Smith – aye, Tomaszewski – aye, Wilson – aye and Wyman – aye. Motion carried: 7 – ayes and 0 – nay.

The Board of Trustees went into Closed Session per Open Meetings Act 15.268, Section 8(c) Collective Bargaining Strategy at 5:30 p.m.


The Board of Trustees returned to Open Session at 5:44 p.m.

MOTION: A motion was made by Mr. Richard Wilson and seconded by Mr. Bruce Smith to return to Open Session at 5:44 p.m. Roll call vote: Barker – aye, Fabaz – aye, Kaminski – aye, Smith – aye, Tomaszewski – aye, Wilson – aye and Wyman – aye. Motion carried: 7 – ayes and 0 – nay.

The Board of Trustees all had the opportunity to provide comments regarding today’s meeting, which included thanking the presenters.

There being no more business before the Board of Trustees, the meeting was adjourned at 5:57 p.m.

MOTION: A motion was made by Mr. Bruce Smith and seconded by Mr. Richard Wilson to adjourn the meeting at 5:57 p.m. Roll call vote: Barker – aye, Fabaz – aye, Kaminski – aye, Smith – aye, Tomaszewski – aye, Wilson – aye and Wyman – aye. Motion carried: 7 – ayes and 0 – nay.

Respectfully submitted,
Anthony Fabaz, Secretary

Recorded by: Lisa M. Stankowski
Approved: _____________________