

West Shore Community College
3000 N. Stiles Rd., Scottville, MI 49454
Board of Trustees Meeting
John M. Eaton Board Room
Monday, November 15, 2021
4:00 p.m.

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

**Call to Order
and Roll Call**

Board Members Present: Mr. James Barker, Mrs. Lyndsay Earl, Dr. Anthony Fabaz, Mr. Richard Wilson, and Mrs. Sherry Wyman, Chair

Board Members Absent: Mr. Tom Kaminski and Mr. Randy Tomaszewski

Others Present: Conny Bax, Paul Bilinski, Wanell Cabot, Debbie Campbell, Justin Cooper (Ludington Daily News), Seán Henne, Darby Johnsen, Mark Kinney, Kyle Kotecki (Manistee News Advocate), Lisa Morley, Stankowski, Alora Sundbeck (student), Scott Ward, and Crystal Young

The meeting minutes of the October 18, 2021, Board of Trustees Meeting were distributed to the members of the Board prior to the meeting.

**Approval of
Meeting Minutes**

MOTION: A motion was made by Mr. Richard Wilson and seconded by Mrs. Lyndsay Earl to approve the October 18, 2021, Board of Trustees Meeting Minutes. Motion Carried.

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

**Approval of
Board Agenda**

MOTION: A motion was made by Mr. Richard Wilson and seconded by Mrs. Lyndsay Earl to approve the November 15, 2021, Board of Trustees meeting agenda. Motion Carried.

President Scott Ward provided the Michigan Community College Association update.

**MCCA
Report**

Board Chair, Sherry Wyman, presented Wanell Cabot with the Staff Member of the Semester award for Summer 2021. She provided some of the comments from Wanell's nominator, such as, Wanell continues to go above and beyond her job duties and helps out anywhere she is needed. She is always looking out for the best interest of the students. The Board congratulated her on being the recipient of the Staff Member of the Semester for Summer 2021.

**Staff Member of
The Semester**

Crystal Young, Executive Director of College Relations, introduced Alora Sundbeck, to present on her student internship, which involved monitoring two trout streams as well as other duties involving the Watershed Council. She interned for Dr. Paul Bilinski, Professor of Biological Sciences.

**West Shore Report
Internship**

Crystal Young, Executive Director of College Relations, presented the upcoming events.

Dr. Mark Kinney, Vice President of Academic and Student Services, introduced Lisa Morley, Professor of Early Childhood Education. Professor Morley stated it was an honor to be recognized at the TRENDS Conference for the Early Childhood Summit that is held annually.

President Scott Ward stated last year due to Covid restrictions, we were not able to hold our normal commencement ceremony. In 2021, eight (8) ceremonies were held over a three-day period in Center Stage Theater. The ceremonies were restricted to 25 students. The ceremonies went really well as far as the seating, stage, lighting, and sound accompaniments. With that said, moving forward for Commencement 2022, the committee comprised of Dr. Mark Kinney, Ted Malt, Craig Peterson, Darby Johnsen, and Jill Sweet recommend the College to hold two commencement ceremonies in Center Stage Theater on Saturday, May 7, 2022, in the afternoon/late afternoon. Each Ceremony would accommodate up to 50 to 60 students three to four guests. Faculty and Administration would be split between ceremonies. The Board of Trustees can attend both ceremonies. After the ceremony, a reception would be held in the Schoenherr Campus Center.

Mrs. Sherry Wyman, Chair, invited the public to address the Board of Trustees. There were no public comments.

President Ward shared the article regarding one of our students who interned at the local sheriff's department and helped solve a case. For his assistance in solving the case he received an award for accomplishment.

President Ward stated Student Senate has made a request for a mask mandate on campus, whether you are vaccinated or unvaccinated. President Ward stated staff are reviewing information on Covid on a daily basis and the College will follow any mandate by OSHA.

President Ward presented the October 2021 Financial Statement of General Fund Expenditures of \$1,537,319 and Auxilliary Fund Expenditures of \$69,803 for the Board's review and approval. The October financials were favorably reviewed by the Board Administrative Committee at their meeting held on November 10, 2021.

MOTION: A motion was made by Mr. Richard Wilson and seconded by Dr. Anthony Fabaz to approve the October General Fund Expenditures of \$1,537,319 and Auxiliary Fund Expenditures of \$69,803. Motion Carried.

Academic Report
Early Childhood Summit Recognized At TRENDS

Commencement
2022

Public Comments

Community College
Higher Education
& Trends

Student/Community
Issues

Community College
Higher Education
Issues and Trends
Financial
Report

President Ward stated the annual financial audit and single audit reports were presented to the Board at the Board Meeting held on October 18, 2021. No questions or concerns were received regarding the report from any of the board members. President Ward requested that the Board accept the College Financial and Single Audit Reports as presented at the meeting on October 18, 2021. The Audit Reports have been favorably reviewed by the Board Administrative Committee.

**Acceptance
of Audit**

MOTION: A motion was made by Mr. Richard Wilson and seconded by Dr. Anthony Fabaz to accept the College Financial and Single Audit Reports for year ending June 30, 2021. Motion Carried.

President Ward stated it is very important to the current owners of Camp Douglas Smith to protect the property from further development in the future. For that reason, they contacted the college many years ago. The owner will be conducting some of his own surveys of the property. They will work with the college staff on leasing the property for the upcoming summer. If the Board is interested in moving forward with obtaining this property, this process could take approximately a year or longer.

**Camp
Douglas Smith**

The Board of Trustees thanked Alora for her presentation on her internship and congratulated Wanell on being awarded the Summer 2021 Staff Member of the Semester and congratulated Lisa Morley on receiving the TRENDS Award. The Board also welcomed and congratulated new Trustee, Lyndsay Earl.

**Board
Member
Comments**

The Board of Trustees meeting concluded at 4:47 p.m.

Respectfully submitted,
Anthony Fabaz, Secretary

Recorded by: Lisa M. Stankowski

Approved: _____