

**West Shore Community College  
Board of Trustees Meeting  
John M. Eaton Board Room  
3000 N. Stiles Rd.  
Monday, May 16, 2022  
Scottville, MI 49454  
4:00 p.m.**

The May 16, 2022, Board of Trustees Meeting was called to order at 4:00 p.m. by Mrs. Sherry Wyman, Board Chair. Mrs. Wyman welcomed everyone.

**Call to Order  
and Roll Call**

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

**Others Present:** Conny Bax, Debbie Campbell, Justin Cooper (Ludington Daily News), Cameron Foggo, Deb Hintz, Darby Johnsen, Mark Kinney, Kyle Kotecki (Manistee News Advocate), Lisa Stankowski, Scott Ward, and Crystal Young

The minutes of the April 18, 2022, off-campus Board of Trustees Meeting were distributed to the members of the Board prior to the meeting.

**Approval of  
April 18, off-  
campus  
Board of Trustee  
Meeting Minutes**

**MOTION: A motion was made by Mr. Tom Kaminski and seconded by Mr. Richard Wilson to approve the April 18, 2022, off-campus Board of Trustees Meeting Minutes. Motion Carried.**

The agenda of the May 16, 2022, Board of Trustees Meeting was provided to the members of the Board prior to the meeting.

**Approval of  
Board of  
Trustees  
Agenda**

**MOTION: A motion was made by Mr. Richard Wilson and seconded by Mr. Anthony Fabaz to approve the May 16, 2022, Board of Trustees Meeting Agenda. Motion Carried.**

**MCCA  
Report**

President Ward provided the Michigan Community College Association update. He stated the budget for Community Colleges is looking very positive. He stated the Michigan Center for Student Success is a 501(c)3 funded by a grant provided by the Kellogg Foundation.

Crystal Young, Executive Director of College Relations, presented information on a project in Professor John Wolff's class. The Board will be provided with the links on Climate Change and Ukraine.

**West Shore  
Report**

Dr. Mark Kinney, Vice President of Academic and Student Services, presented on the Strategic Plan. He reviewed the Higher Learning Commission's requirements. It will be discussed and decided whether the college will change or reaffirm the Vision, Mission and Core Values, discuss the Strategic Pillars, assessment, evaluation, planning and budgeting. He stated we talked about utilizing our advisory boards for a Student Success Academy. Vice President Kinney stated a more in-depth presentation will be provided to the board meeting in July.

**Academic  
Report**

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

**Public  
Comments**

Treasurer Randy Tomaszewski presented the April Financial Statement of the General Fund Expenditures of \$1,292,618 and the Auxiliary Fund Expenditures of \$77,477. The Board Administrative Committee favorably reviewed the April Financials at their meeting held on May 11, 2022.

**April  
Financial  
Report**

**MOTION: A motion was made by Mr. Randy Tomaszewski and seconded by Mr. Richard Wilson to approve the April 30, 2022, General Fund Expenditures of \$1,292,618 and Auxiliary Fund Expenditures of \$77,477. Motion Carried**

Treasurer Randy Tomaszewski presented the Resolution to set the Budget Hearing Date, which is required by Michigan law. Generally, the meeting is held prior to the regular scheduled meeting in June, which is Monday, June 20, 2022. The recommendation is to set the Budget Hearing Date for Monday, June 20, 2022, at 3:45 p.m. This was favorably reviewed by the Board Administrative Committee at their meeting held on May 11, 2022.

**Resolution to  
Set Budget  
Hearing Date**

**MOTION: A motion was made by Mr. Randy Tomaszewski and seconded by Mrs. Lyndsay Earl to set the Budget Hearing for Monday, June 20, 2022, at 3:45 p.m. in the John M. Eaton Board Room of the Administrative and Conference Building and to authorize the administration to publish the notice to the media of this hearing as required by law. Motion Carried.**

Treasurer Randy Tomaszewski presented the FY22-23 Audit Dates. The FY22-23 Audit Dates were favorably reviewed by the Board Administrative Committee at their meeting held on May 11, 2022.

**Recommendation  
of the FY22  
Audit Dates**

**MOTION: A motion was made by Mr. Randy Tomaszewski and seconded by Mr. Richard Wilson to approve the FY22-23 Audit Date Schedule. Motion Carried.**

Treasurer Randy Tomaszewski presented the recommendation on the Schoenherr Campus Center Renovation Project. Requests for bids were advertised in the Manistee and Ludington newspapers and the Construction Association of Michigan. The construction bids were received and evaluated. Upon conclusion of the post-bid interview, the bid from Heirloom Carpentry & Construction of Ludington is complete and meets all requirements. The company is a local contractor and will be subcontracting with local contractors. The project has been a priority in the college's Facilities Master Plan for several years. The recommendation was favorably reviewed by the Board Administrative Committee at their meeting held on May 11, 2022.

**Recommendation on  
Schoenherr Campus  
Center Renovation**

**MOTION: A motion was made by Mr. Randy Tomaszewski and seconded by Dr. Anthony Fabaz to approve the bid in the amount of \$196,000 from Heirloom Carpentry & Construction of Ludington for the renovation project of the second floor of the Schoenherr Campus Center. Motion Carried.**

President Ward presented the recommendation on the proposal for the logo and branding changes. He stated board members, stakeholders, staff and faculty have been engaged in the process. Rightside Design conducted 19 departmental meetings across the campus. He stated Crystal provided an update on the process to the Board in January and the Board Executive Committee met with Rightside Design on April 12<sup>th</sup>. The College's Board Policy 6056 provides for the use of the logo. With the board's approval, administration will initiate the process of registration of the logo/trademark under the intellectual property rights, and all necessary actions related thereto for protection of the logo in accordance with the Board Policy. The recommendation was favorably reviewed by the Board Administrative Committee at their meeting held on May 11, 2022.

**Recommendation  
on Proposal  
for Logo and  
Branding Changes**

**MOTION: A motion was made by Mr. Richard Wilson and seconded by Dr. Anthony Fabaz to adopt the presented brand identity package as the foundation of the West Shore Community College's identity and for representation in all further use in official communications, public materials, digital assets and promotion of the College. 6 Ayes and 1 Nay. The ayes have it and the Motion is Carried.**

President Ward presented the Truth in Taxation Resolution. He stated the College will experience a Headlee Rollback for 2022, which will permanently reduce each of the voter approved millage rates. In addition to the Headlee rollback, the college is facing a "Truth in Taxation" reduction. The effect of the Truth in Taxation reduction in 2022 is a revenue loss of \$347,640. Last year, the college had a "Truth in Taxation" reduction and the Board of Trustees chose to accept it. This year, due to the size of the reduction, President Ward is recommending the Board of Trustees take action to collect the full allowable millage rate. By law, the College may levy the full allowable millage rate of 3.0806 if the Board takes certain actions. President Ward stated to levy the full amount the board must approve a resolution proposing the additional millage rate and setting a public hearing, provide notice of the public hearing, and hold a hearing and approve a resolution levying the additional millage rate. The proposed resolutions and public notice are presented in the board packet. The Board of Trustees will be able to take into consideration the results of the Public Hearing when establishing the 2022 tax rates at the tax hearing. This was favorably reviewed at the Board of Trustees Meeting held on May 11, 2022.

**Truth in  
Taxation  
Resolution**

**MOTION: A motion was made by Mr. Tom Kaminski and seconded by Dr. Anthony Fabaz to approve the adopt the attached resolution proposing an additional millage rate at its meeting on Monday, May 16, 2022. Motion Carried.**

**MOTION: A motion was made by Mr. Richard Wilson and seconded by Mrs. Lyndsay Earl to approve the language of the attached resolution to levy an additional millage rate of 0.0981 mills for 2022 on June 6, 2022, after the Public Hearing. Motion Carried.**

Pursuant to the Open Meetings Act 15.268, Section 8(c) Collective Bargaining Strategy, Board Chair Sherry Wyman requested the Board to go into Closed Session at 5:00 p.m. Lisa Stankowski, Mark Kinney, Debbie Campbell, and Conny Bax were invited into the Closed Session.

**Closed Session**

**MOTION: A motion was made by Mr. Richard Wilson and seconded by Dr. Anthony Fabaz to conduct a Closed Session at 5:10 p.m. including the Board, President Ward as well as Lisa Stankowski, Mark Kinney, Debbie Campbell, and Conny Bax. Motion Carried.**

The Board of Trustees returned to Open Session at 5:33 p.m.

**Return to  
Open Session**

The Board of Trustees had the opportunity to provide comments regarding today's meeting. Mr. Tomaszewski stated the Nursing Pinning Ceremony and Graduation Ceremonies were done very well. Mr. Richard Wilson stated Founders Day went very well and thanked the staff involved in organizing the event. Dr. Anthony Fabaz also commented on how well Founders Day went for everyone who was able to attend. Mrs. Sherry Wyman stated, although she could not attend the graduation ceremonies, she watched them online and was very impressed. She attended Founders Day and was also impressed with the event.

**Board Member  
Comments**

There being no business before the board, the meeting was adjourned at 5:35 p.m.

**Adjournment**

Respectfully submitted,  
Dr. Anthony G. Fabaz

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