Meeting Agenda  
Tuesday, February 2, 2010  
9:00 a.m. at NMC Oleson Center  

I. GENERAL BUSINESS  
A. Call to Order  
B. Roll Call  
C. Pledge of Allegiance  
D. Review and Approval of Agenda to include additions, deletions, or rearrangements  

II. ACTION ITEMS  
E. Closed Session (Pursuant to Policy A-106.00 Facilities)  
Recommend that the Board of Trustees meet in closed session to: review a written opinion from its counsel related to real property under consideration, pursuant to section 8 (f) of the Open Meetings Act in conjunction with section 13 (g) of the Freedom of Information Act; and pursuant to Subsection 8(e) of the Michigan Open Meetings Act to consult with its attorney regarding settlement strategy and proposals in connection with the pending litigation entitled Valley City Linen v Northwestern Michigan College for the reason that doing so in open session would have a detrimental financial effect on the College’s settlement position.  
F. Reconvene Regular Meeting (Pursuant to Policy A-106.00 Other)  
Recommended that the open session of the Regular meeting be reconvened.  

III. PUBLIC INPUT  

IV. ACTION ITEMS  
G. Potential Action regarding acquisition of real property (Pursuant to Policy A-106.00 Facilities)  
H. Housing Rates (Pursuant to Policy A-106.00 Finances)  
Recommend approval of Residence Hall and Apartment Rental Rates for the 2010-11 academic year as presented.  

V. ADJOURNMENT
Upcoming Board Meeting Dates:
Meetings are held at 6:30 p.m., with a dinner for trustees at 5:30 p.m., unless otherwise noted.
All board meetings are open to the public.

- February 4 (noon) – Feb 5 (1:00pm), 2010, Retreat, Black Star Farms
- February 22, 2010, Oleson Center
- March 22, 2010, Oleson Center
- April 26, 2010, Oleson Center
- May 24, 2010, Oleson Center
- June 28, 2010, Great Lakes Campus Room 112
To:                 Tim Nelson
From:             Stephen Siciliano; Vice President of Educational Services
                               Cathy Jones; Vice President of Finance & Administration
Date:                  January 5, 2010
Subject:  Recommended Housing and Board Rates for FY 2011

Following are the recommended Housing rates for 2010-2011 as proposed by Anne Monroe, Dean for Student Services and Ed Bailey, Director of Campus Services.

**Proposed Residence Hall Rates**

<table>
<thead>
<tr>
<th>Room Rates - Academic year</th>
<th>FY10 Rates</th>
<th>Proposed FY11 Rates</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Double Room Rate</td>
<td>$5,048</td>
<td>$5,149</td>
<td>2.0%</td>
</tr>
<tr>
<td>Single Room Rate</td>
<td>$6,940</td>
<td>$7,041</td>
<td>1.5%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Board Rates – Semester</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Board rate – Option 1</td>
<td>$1,700</td>
<td>$1,700</td>
<td>0.0%</td>
</tr>
<tr>
<td>Board rate – Option 2</td>
<td>$1,400</td>
<td>$1,400</td>
<td>0.0%</td>
</tr>
<tr>
<td>Board rate – Option 3</td>
<td>$1,000</td>
<td>$1,000</td>
<td>0.0%</td>
</tr>
</tbody>
</table>

The rate increases in the Resident Hall room are consistent with the long range financial business model developed for housing and will provide the funding required to meet the increased operations costs of the facility (staff costs and maintenance). No changes are proposed for the food service meal plans in FY 2011. The “Culinary Only” board rate was developed because the culinary students have the opportunity to eat as part of their classes and therefore do not need as many meals as the non culinary program students.

East Hall has the capacity of 208 students (not including Resident Assistants) and we currently are housing 189 – above our budgeted usage of 180 students. As such, our actual revenue is $119,961 above our budgeted revenue for the FY 2010.

**Proposed Apartment Rental Rates**

<table>
<thead>
<tr>
<th>Apartment Rates</th>
<th>FY10 Rates</th>
<th>Proposed FY11 Monthly Rates</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 Bedroom – 9 Month lease</td>
<td>$800</td>
<td>$800</td>
<td>0.0%</td>
</tr>
<tr>
<td>2 Bedroom – 12 Month lease</td>
<td>$746</td>
<td>$746</td>
<td>0.0%</td>
</tr>
<tr>
<td>1 Bedroom – 9 Month lease</td>
<td>$675</td>
<td>$675</td>
<td>0.0%</td>
</tr>
<tr>
<td>1 Bedroom – 12 Month lease</td>
<td>$624</td>
<td>$624</td>
<td>0.0%</td>
</tr>
</tbody>
</table>
No changes are proposed for the apartment rental rate in FY 2011. The rate structure in the apartments is intended to focus the tenants on an annual lease and to charge a higher fee for the shorter lease terms. The objective of this is to reduce apartment turn over and the associated costs to the institution.

The Apartment business plan proposed a 4% rate increase in FY 2011, over the FY 2010 rates. We are recommending that the FY 2011 apartment rental rates remain unchanged due to the rental market in the Traverse City area, as any increase in the rental rates would price the Apartments above Traverse City market rates.

There are no projected revenue impacts associated with the proposed FY 2011 rental rates, because the original business plan projected taking one rental unit off-line and an increase in total un-rentable months. Currently the Apartments are fully rented, with the majority of tenants on a one year lease. The revenue projections for FY 2011, with the proposed rates, will be in-line with the business plan, and the NMC Apartments will continue to remain profitable for this period.

The early request for approval of the housing and board rates is to allow the College to market residence life programs in the early spring, which is consistent with time frame prospective students and their parents are making decisions on next year’s college and housing options.

Please feel free to contact either of us if you have questions on these recommended housing and board rate changes.