

**NORTHWESTERN MICHIGAN COLLEGE  
BOARD OF TRUSTEES  
SPECIAL MEETING MINUTES  
Tuesday, February 2, 2021  
Virtual Zoom Webinar ID: 956 0061 7144**

**CALL TO ORDER**—Chair Chris M. Bott called the regular meeting to order at 5:30 p.m.

**ROLL CALL**

Trustees present: **Douglas S. Bishop** (joined at 11:45 a.m.) attending remotely from City of Bonita Springs, Lee County, Florida; **Chris M. Bott**, attending remotely from Traverse City, Grand Traverse County, Michigan; **Rachel A. Johnson**, attending remotely from Garfield Township, Grand Traverse County, Michigan; **Laura J. Oblinger**, attending remotely from Garfield Township, Grand Traverse County, Michigan; **Kenneth E. Warner**, attending remotely from East Bay Township, Grand Traverse County, Michigan; **Kennard R. Weaver**, attending remotely from Peninsula Township, Grand Traverse County, Michigan

Trustees absent: Douglas S. Bishop, Michael Estes

Also present: President Nick Nissley, Holly Gorton, Lynne Moritz, Diana Fairbanks, Joy Goodchild, Marguerite Cotto, Mark Liebling, Rebecca Teahen, Todd Neibauer  
Joining at 12:30 p.m. were Amanda Gower, Al Zielinski, Jane Mohr, Steve Fisher

**REVIEW OF AGENDA**—The agenda was accepted as presented.

**DISCUSSION ITEMS**

**Strategic Planning**—President Nick Nissley provided an overview of the planning process for the upcoming NMC strategic planning process, sharing that the three phases include planning to plan, the actual strategic planning process, and the implementation process. He responded to a question by explaining that the strategic plan, covering the period of 2022-2025, would then be revisited by the college to determine its continuation and/or required updating at that time. Co-chairs of the strategic planning process, vice presidents Stephen Siciliano and Vicki Cook, then covered assumptions about the planning process, the structure of the Strategic Planning Steering Committee, an example of key priorities, key steps with timeline, assumptions about the strategic planning process and college and Board engagement, as well as contracting with an external consultant to facilitate the process. There was some discussion about the importance of engaging community members to solicit their input, which was confirmed to be included in the strategic planning process. Trustees were asked to provide input to ensure diverse community input. President Nissley then reviewed the strategic planning architecture that will guide the process, and revisited the next steps with timeline moving forward through the upcoming year.

**Michigan Open Meetings Act (OMA) and Freedom of Information Act (FOIA)**—Attorney Scott Eldridge of Miller Canfield conducted a training session on FOIA and OMA Compliance in an Electronic Era of which the NMC Board of Trustees and NMC Foundation are subject to as public bodies. Some NMC Foundation Board members attended this portion of the meeting. Eldridge provided an overview of the statutes which are intended to promote openness and accountability in government as interpreted to accomplish this goal. The OMA is construed liberally in favor of openness and attempts to avoid the OMA are regularly met with disapproval by the courts. He emphasized the importance to err on the side of openness and pro-transparency. His presentation included the use of electronic communications; i.e., text messaging and emailing is also subject to

OMA and FOIA statutes. Eldridge included information recently amended in OMA pertaining to the current COVID-19 pandemic state of emergency.

**PUBLIC INPUT**—There was no public input offered.

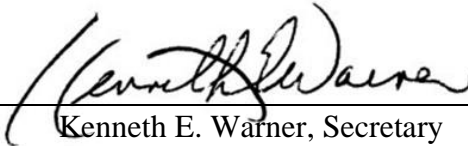
**REVIEW OF FOLLOW-UP REQUESTS**—Confirmed requests made by the Board that require administrative follow-up for information to be provided to the Board at a later date.

- Seek input from trustees pertaining to community engagement contacts
- Identify points of contact for each stakeholder sub-group engaged in strategic planning

**ADJOURNMENT**—The meeting adjourned at 1:58 p.m.

Recorded by Holly Gorton, Chief of Staff to the President and Board of Trustees.

SIGNED   
Chris M. Bott, Chair

ATTESTED   
Kenneth E. Warner, Secretary