

**NORTHWESTERN MICHIGAN COLLEGE
BOARD OF TRUSTEES
MINUTES
Monday, June 27, 2022
NMC Hagerty Center, Room C**

CALL TO ORDER—Chair Rachel A. Johnson called the regular meeting to order at 5:30 p.m.

ROLL CALL

Trustees present: Rachel A. Johnson, Laura J. Oblinger, Kennard R. Weaver, Chris M. Bott, Andrew K. Robitshek

Trustees participating remotely: Douglas S. Bishop (via phone from Bonita Springs, FL)

Also present: President Nick Nissley, Lynne Moritz, Diana Fairbanks, Troy Kierczynski, Mark Liebling, Lindsey Lipke, Kyle Morrison, Todd Neibauer, Rebecca Teahen, Jason Slade, Nancy Schulte, Dan Goodchild, Scott Goethals, Jerry Dobek, Mike Chrypinski, Stephen Siciliano, Chris Hanna, Dennis Schultz

REVIEW OF AGENDA—The agenda was accepted as presented.

BUDGET HEARING—The regular meeting was closed and the budget hearing opened at 5:33 p.m. on a motion by Laura Oblinger, seconded by Chris Bott, with the following roll call vote: Yes—Chris Bott, Laura Oblinger, Ken Warner, Andy Robitshek, Kennard Weaver, Rachel Johnson; No—None.

FY23 Budget Review—Troy Kierczynski, Vice President of Finance and Administration, sought questions regarding the proposed budget for FY23 that included the proposed property tax millage rate of 2.06 mills for operating purposes.

Public Comment—There was no public input offered pertaining to the budget hearing.

Budget Hearing Adjournment—A motion was made by Laura Oblinger, seconded by Chris Bott, that the budget hearing be closed and the regular meeting reconvened. The motion passed with the following roll call vote: Yes—Kennard Weaver, Ken Warner, Andy Robitshek, Laura Oblinger, Chris Bott, Rachel Johnson; No—None; and the regular meeting was reconvened at 5:35 p.m.

STRATEGIC FOCUS

Strategic Initiatives Update: Community Partnerships and Engagement—Jason Slade, Vice President of Strategic Initiatives and champion for this strategy presented on the progress made under this strategic direction. Slade noted one action step is shifting to utilize focus groups and surveys to gather similar data to a community attitude awareness survey (CAAS) to be less labor intensive and more cost effective.

REPORTS AND PRESENTATIONS

Program Focus: Building Tomorrow—Dan Goodchild, Technical Division Director, began his presentation by noting the program relies on community partnerships. After reviewing the certificates, degrees, and apprenticeships offered within the Construction Technology program, Goodchild highlighted that enrollment has been increasing over the past several years, partly due to federal investment in infrastructure and industry demand for workers. Goodchild provided an overview of Building Tomorrow, a middle school level career exploration event which will return as

a two-day event this October, and Build Your Life, which is seeking partial funding to support a full time instructor that is then funded fully by the college after year 4 is being pursued to assist with the projected growth. Goodchild cited numerous community partnerships, including Michigan Works and Traverse Connect among many others.

Faculty Report—Scott Goethals, Business Instructor in Computer Information Technology (CIT), provided information on the program, certifications the program offers, and community outreach. Degree programs include CIT Developer and CIT Infrastructure & Security. Goethals highlighted industry certifications students are able to earn while completing their coursework. CIT focuses on four goals related to community outreach: connect to business and industry; attract students; connect former and current students to industry; and build a culture of community within the program. Goethals also applauded CIT Night Out events, which provide networking and partnership opportunities.

PRMC Report—Diana Fairbanks, Associate Vice President of Public Relations, Marketing, and Communications, provided an update on the PRMC redesign work over the past two years, noting the progress made since the Board authorized an investment from the fund for transformation in April 2021. The second phase of the redesign includes contracting with a new marketing vendor which is included in the action items later in the agenda.

Foundation Report—Rebecca Teahen, Associate Vice President for Resource Development and Executive Director of Foundation, shared that since the report was included in the packet the FY22 fundraising goal has been achieved. As Teahen announced her resignation last month, she publicly thanked the Board for their support.

PUBLIC INPUT—There was no public input offered.

UPDATES

President's Update—President Nick Nissley provided updates on the state budget, BSN legislation, and capital outlay; specifically noting the state budget will hopefully be agreed to later this week. Nissley publicly acknowledged Rebecca Teahen's leadership and upcoming resignation announcement as she plans to leave the college in mid-July; Nissley thanked Rebecca for her success in the Be What's Possible comprehensive campaign and development of her team. Jennifer Hricik, currently the NMC Foundation's Major Gifts Officer, will serve as Interim Associate Vice President of Resource Development and Executive Director of the Foundation for the next year.

Board Chair Update—Chair Rachel Johnson referenced a recent editorial in the *Record Eagle* commending the college's Great Lakes Water Institute, noting that "building partnerships is NMC's speciality." Johnson also called attention to the Board of Trustees Executive Committee minutes which were included in the meeting material packet.

CONSENT ITEMS—On a motion by Laura Oblinger, seconded by Kennard Weaver, the following items were approved by a unanimous vote as a group without discussion:

- Minutes of the May 23, 2022, regular and closed minutes

- Enrollment Report—*Todd Neibauer, Vice President for Student Services and Technologies*
- Financial Report—*Troy Kierczynski, Vice President of Finance and Administration*
- Policy Committee Report—*Chris Bott, Committee Chair*

ACTION ITEMS—All votes pertaining to the action items listed below refer to votes of trustees present in-person for the meeting. Trustee Doug Bishop participated via phone due to travel and was not permitted to vote in this instance.

Certification of Taxes—On a motion by Ken Warner, seconded by Laura Oblinger, the Board adopted resolutions to authorize the millage rate of 2.06 mills be levied for operation purposes for the FY23. The motion passed with a unanimous vote.

Adoption of Budgets—On a motion by Chris Bott, seconded by Kennard Weaver, the Board adopted budget resolutions and budgets based on the following tuition and fee rates for the FY23 as presented. Chair Johnson thanked staff for their work to produce a balanced budget, supporting the strategic plan, and informing the campus regarding budget developments. Johnson also thanked trustees for being engaged throughout process. The motion passed with a unanimous vote.

Blanket Purchase Orders—Laura Oblinger made a motion, seconded by Andy Robitshek, authorized administration to create blanket purchase orders for each vendor identified on the presented spreadsheet. The motion passed with a majority vote, with Chris Bott abstaining due to conflict of interest.

Security Services—On a motion by Chris Bott, seconded by Laura Oblinger, authorization for administration to enter into a contract with STT, Inc. in the amount of \$1,989,981 for security services for a period of three (3) years beginning August 1, 2022. The motion passed with a unanimous vote.

Digital Marketing Vendor—Laura Oblinger made a motion, seconded by Andy Robitshek, to authorize administration to enter into a contract with Statwax for a 2-year period at the annual cost of \$92,200 for digital marketing services. The motion passed with a unanimous vote.

New Jobs Training Agreements—On a motion by Laura Oblinger, seconded by Ken Warner, the Board unanimously authorized administration to enter into training agreements under the Michigan New Job Training Program (MNJTP) for the following companies:

1. JanTec, Inc. (new agreement)
2. J & DC Chocolates, LLC (dba Grocer's Daughter Chocolate) (new agreement)
3. TentCraft, Inc. (amendment to existing agreement)
4. Cherry Capital Foods, LLC (amendment to existing agreement)

Board Policies—On a motion by Andy Robitshek, seconded by Chris Bott, the Board unanimously adopted the following policies on a first-reading basis:

- Amended Policy A-102.00 Governing Style
- Amended A-102.01 Conflict of Interest
- Amended A-105.00 Consent Agenda Items

Parking Lot Repair—On motion by Kennard Weaver, seconded by Ken Warner, the Board authorized administration to enter into a contract with Quality Sealcoating, Inc. in the amount of \$86,779 (plus a 15% contingency equal to \$13,017) to complete the work described in the scope of this project. The motion passed with a unanimous vote.

Painting Fine Arts—Chris Bott made a motion, seconded by Laura Oblinger, to authorize the administration to enter into a contract with Austin’s Painters for \$59,455 (\$51,700 plus a 15% contingency equal to \$7,755) for the completion of the work described in the scope of this project. The motion passed with a unanimous vote.

Painting University Center—Laura Oblinger made a motion, seconded by Ken Warner to authorize administration to enter into a contract with Blair Custom Coatings, Inc. for \$51,750 (\$45,000 plus a 15% contingency equal to \$6,750) to complete the work described in the scope of this project. The motion passed with a unanimous vote.

Foundation Board Appointment—Chris Bott made a motion, seconded by Laura Oblinger, to approve the reappointment of Barb Benson, Debbie Edson, Bill Marsh, Marty Oleson, and Al Zelinski to the NMC Foundation Board for a term of three fiscal years, commencing July 1, 2022, and ending June 30, 2025.


Closed Session—Laura Oblinger made a motion, seconded by Chris Bott, that the Board convene in closed session as permitted by Section 8(c) of the Michigan Open Meetings Act, MCL 15.268, to discuss strategy connected with the negotiation of collective bargaining agreements between the College and the Michigan Education Association. The motion passed with the following roll call vote: Yes—Andy Robitshek, Chris Bott, Kennard Weaver, Ken Warner, Laura Oblinger, Rachel Johnson; No— none; and the Board went into closed session at 7:16 p.m.

Reconvene Regular Meeting—On a motion by Chris Bott, seconded by Laura Oblinger, the closed session was adjourned and the open session was reconvened at 7:59 p.m. with the following roll call vote: Yes—Chris Bott, Laura Oblinger, Ken Warner, Andy Robitshek, Kennard Weaver, Rachel Johnson; No—none.

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.

ADJOURNMENT—The meeting adjourned at 7:59 p.m.

Recorded by Lynne Moritz, Executive Director of the President’s Office and Board Operations.

SIGNED  _____
Rachel A. Johnson, Chair

ATTESTED  _____
Andrew K. Robitshek, Secretary