

**NORTHWESTERN MICHIGAN COLLEGE
BOARD OF TRUSTEES
MINUTES
Monday, October 20, 2025
Timothy J. Nelson Innovation Center
Room 106/107**

CALL TO ORDER—Chair Laura J. Oblinger called the regular meeting to order at 5:30 p.m.

ROLL CALL

Trustees present: Laura J. Oblinger, Kennard R. Weaver, Mark B. Keely, Kenneth E. Warner, Andrew K. Robitshek, Pamela T. Horne, Jody N. Lundquist

Trustees absent: None

Also present: President Nick Nissley, Lynne Moritz, Diana Fairbanks, Troy Kierczynski, Todd Neibauer, Stephen Siciliano, Barbara Garza, Becca Richardson, Megan Holtrey, Craig Hadley, Laura Stevens, Ken Peress, Jason Slade, Katharine Marvin, Kyle Morrison, Joe Deater, Stephanie Cleaver, Kathryn DePauw, Scott Eldridge, Adyn McHugh, Molly Norville

REVIEW OF AGENDA—The agenda was accepted as presented.

STRATEGIC FOCUS

Mission & Vision—Adyn McHugh, President of the Marine Technology Society student group, shared how the group sought funding to send additional students to a recent Oceans 2025 Conference in Chicago, IL. McHugh noted, “this action reflects upon community and inclusion because we are able to look at our community of marine technology society members and I was very excited for those students to have the opportunity to grow not only professionally, but as people.” Through conversations at the conference, a few of the members were able to secure jobs in the marine technology field. This initiative successfully fostered professional and personal growth among student members, resulting in tangible employment opportunities and demonstrating the society’s commitment to community and inclusion.

Strategic Plan Update—Jason Slade, Vice President of Strategic Initiatives, shared updated drafts of the Strategic Impact Statement being developed to bridge the mission & vision to the 2026-2029 strategic plan. Slade highlighted the evolution of the “strategic drivers,” which were previously referred to as enabling strategies. The Board will have a special study session on November 5 to more thoroughly discuss the developing plan.

REPORTS AND PRESENTATIONS

Audit Presentation—Barbara Garza, Senior Manager, presented on the findings from the FY25 audit results, required communications, and financial highlights. AHP issued a clean, unmodified opinion, which is the highest level of assurance. The Single Audit for federal funds is delayed.

Faculty Report—Joe Deater, BioMedical Engineering Technology instructor, presented on the career landscape of the biomedical engineering technician field of study. Deater recently received the Instructor of the Year from AAMI. There was discussion regarding why the field is in need of technicians and the importance of recruiting more students to the program.

PUBLIC INPUT—There was no public input offered.

UPDATES

President's Update—President Nick Nissley congratulated Joe Deater on his recent award, along with Laura Stevens who recently was named one of the top twenty continuing educators in the country for 2026 by LERN (the largest lifelong learning association in the world). Nissley shined light on the Ready for Life initiative and thanked trustees for volunteering their time at the Mobile Food Pantry, attending the 1st Annual International Affairs Forum Gala, and for attending the upcoming ACCT Leadership Congress.

Board Chair Update—Chair Laura Oblinger provided an update on the Request for Proposals related to the Boardman Lake Campus. The RFP was further discussed at the recent Building & Site Committee and the Committee removed the word “master” throughout the RFP. Oblinger reminded trustees that proposals are due February 1. The Building & Site Committee will work with Cunningham-Limp to develop the review criteria and process.

Fall Board of Directors—Trustee Weaver shared his notes from the recent MCCA Fall Board of directors meeting.

CONSENT ITEMS—On a motion by Mark Keely, seconded by Jody Lundquist, the following items were approved by a unanimous vote as a group without discussion:

- Minutes of the September 22, 2025, study session
- Minutes of the September 22, 2025, regular meeting
- Enrollment—*Todd Neibauer, Vice President for Student Services & Technologies*
- Financial Report—*Troy Kierczynski, Vice President, Finance and Administration*
- Public Relations, Marketing & Communications - *Diana Fairbanks, Associate Vice President, Strategic Communications and Change Initiatives*
- Advancement Report—*Katharine Marvin, Vice President of Advancement*
- Audit Committee—*Kennard Weaver, Committee Chair*
- Building and Site Committee—*Kennard Weaver, Committee Chair*
- Executive Committee—*Laura Oblinger, Committee Chair*

ACTION ITEMS

Acceptance of NMC Audit—Kennard Weaver made a motion, seconded by Ken Warner, Recommend acceptance of the financial audit of Northwestern Michigan College for the fiscal year ended June 30, 2025, as presented. The motion passed unanimously.

FY27 Five-Year Capital Outlay Plan—On a motion by Pam Horne, seconded by Mark Keely, the Board approved the FY 2027 Five-year Capital Outlay Plan for submission to the Michigan Office of the State Budget as presented. The motion passed unanimously.

Dennos Museum Center Strategic Plan—On a motion by Ken Warner, seconded by Kennard Weaver, Recommend approval of Dennos Museum Center strategic plan to be provided by application to the American Alliance of Museums (AAM) in October 2026. The motion passed unanimously.

Tribal Council 2% Funds Application–Mark Keely made a motion, seconded by Andy Robitshek, to authorize for administration to submit an application for the 2% grant from the Grand Traverse Band of Ottawa and Chippewa Indians video gaming revenue as presented. The motion passed unanimously.

Foundation Fundraising and Accounting Software Renewal-Blackbaud–On a motion by Jody Lundquist, seconded by Pam Horne, the Board authorized for administration to enter into a three year contract with Blackbaud for its fundraising and financial accounting software package at a total cost of \$265,498 over a three year period. The expense will be funded equally by the College's general fund and the NMC Foundation operating budget. The motion passed unanimously.

Valleau Property–On a motion by Kennard Weaver, seconded by Pam Horne, the Board authorized for administration to convey without consideration the College's interests to the State through a quit claim deed. The motion passed unanimously.

Campus Wireless Access–Jody Lundquist made a motion, seconded by Mark Keely, authorizing for administration to enter into a contract with People Driven Technologies in the amount of \$52,723.86 to renew maintenance and licensing for the college's wireless infrastructure equipment and management software. Annual renewal. The motion passed unanimously.

Closed Session–Mark Keely made a motion, seconded by Jody Lundquist, to adjourn the open session and consider in closed session (pursuant to Section 8(h) of the Open Meetings Act, MCL 15.268(h) one privileged legal memo prepared by the college's outside counsel, Miller Canfield, PLC, which are materials exempt from discussion or disclosure under state or federal statute as written attorney-client communications in connection with Section 13(1)(g) of Michigan's Freedom of Information Act 15.243. The motion passed with the following roll-call vote: Yes–Jody Lundquist, Mark Keely, Ken Warner, Pam Horne, Andy Robitshek, Kennard Weaver, Laura Oblinger; No–none. The closed session began at 6:44 p.m.


Reconvene Regular Session–Kennard Weaver made a motion, seconded by Andy Robitshek, to adjourn the closed session and reconvene the open session. The motion passed with the following roll-call vote: Yes–Kennard Weaver, Ken Warner, Pam Horne, Andy Robitshek, Mark Keely, Jody Lundquist, Laura Oblinger; No–none. The regular session convened at 7:19 p.m.

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.

- Foundation budgeting and expenses, what's brought in and why (Trustee Robitshek)

ADJOURNMENT–The meeting adjourned at 7:20 p.m.

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

SIGNED  _____
Laura J. Oblinger, Chair

ATTESTED  _____
Pamela T. Horne, Secretary