

**Approved Minutes of the  
Alpena Community College Board of Trustees Regular Meeting**  
November 19, 2020  
665 Johnson Street, Alpena, MI 49707

On Thursday, November 19, 2020, the Alpena Community College Board of Trustees held a regular monthly meeting remotely using the Webex videoconferencing system. The meeting was called to order at 7:00 p.m. by Chairman Briggs. Some attendees experienced problems logging into the Webex meeting; most were able to dial in using a phone.

Present via Webex: John Briggs, Teresa Duncan, Joseph Gentry II, Lisa Hilberg, Susan Stender, Florence Stibitz, and Tom Townsend. Absent: none. Also present: President Don MacMaster and Board Secretary Jay Walterreit.

The trustees said the Pledge of Allegiance together.

### **Approval of Agenda**

Moved by Trustee Townsend that the agenda be approved as presented; the motion was seconded by Trustee Stibitz. Ayes: 7. Nays: 0. Motion approved.

### **Approval of the Proposed Minutes from the October 15, 2020, Regular Board Meeting**

Trustee Townsend made the motion to accept the proposed minutes from the October 15, 2020, regular Board meeting; Trustee Stibitz seconded the motion. Ayes: 7. Nays: 0. Motion approved.

### **Introduction of Guests and Public Comment**

Guests attending the remote meeting included: Ben Stevens, WATZ; Brenda Herman, ACC administration; Sarah Prevo, ACC administrator; Richard Sutherland, ACC administration; Amber Vesotski, ACC faculty; Mark Grunder, ACC administration; Steve Fosgard, ACC administration; and Jeff Blumenthal, ACC administration.

### **Communication(s)**

None.

### **Board Member and Subcommittee Reports**

Trustee Duncan reported that President MacMaster had updated the Foundation on the ACC Board of Trustees' vision statement and the College had already made progress on securing money for the projects. The Foundation said they enthusiastically support the ACC trustees' vision. Currently the Foundation is working toward an annual campaign activity which would develop perpetual resources for the Foundation. Also, Foundation Executive Director Brenda Herman is meeting with Foundation trustees to discuss ways in which they can be more involved in Foundation activities.

Brenda Herman reported that the Foundation is excited to develop more relationships in conjunction with the Office of Alumni Relations and is also encouraging donors to make an annual commitment to the Foundation.

Trustee Stibitz reported on the MCCA directors meeting held Friday, October 30. She mentioned the retirement of MCCA President Mike Hanson and the discussion taking place on how the state monies are apportioned among the 28 community colleges.

### **Student Report**

None.

### **Faculty Report**

Instructor Todd Artley mentioned Paul Gamage, ACC's new UTT instructor. Unfortunately Gamage was not able to join the meeting due to technical difficulties.

Artley then read a resolution of appreciation from the Faculty Council that recognized the work of the Office of Information Technology for the office's "valued services provided in fulfillment of the purpose and mission of Alpena Community College."

### **President's Report**

Dr. MacMaster read a message he had received from Lisa Blumenthal regarding the ACC Food Pantry. A student had contacted Blumenthal asking how they might help other students who were experiencing food insecurity.

### **Action Items**

#### 2.791 Bids for Wireless Infrastructure Purchase

The following resolution was proposed by Trustee Townsend and seconded by Trustee Stender:

The Board of Trustees authorize appropriate College officials to purchase 125 Meraki Access Points for a cost of \$105,636.35.

Ayes: 7. Nays: 0. Motion approved.

### **Financial Report**

Notable points from Vice President for Administration and Finance Richard Sutherland's financial report include:

- State aid is down approximately \$120,000 from last year.
- Tuition and fees receipts are down as compared to this time last year due to Spring Semester registrations being less than at the same point last year. This is not unexpected considering the COVID situation.

- Federal revenue is up considerably due to the PPP money; the College has applied for that loan to be turned into a grant.

## **Personnel Report**

New hires, terminations, and status changes from October 9 to November 12, 2020.

### New Hires:

- None.

### Re-Hires:

- None.

### Transfers:

- None.

### Resignations:

- Jaime Kurowski, TRiO Talent Search Coordinator – North, effective November 6, 2020.

### Retirements:

- None.

## **Gifts and Grants Report**

This report reflects the following activity for pledges and gifts received by ACC and the ACC Foundation between October 9 and November 12, 2020.

Total Donors:	101
New Gifts:	\$67,374.36
Pledge Payments:	\$11,478.00
New Pledges:	\$0.00

## **Board Discussion**

Trustee Stibitz expressed an interested in continuing the December Board meeting. John agreed, hopefully without the technical difficulties. Joe Gentry offered to host the meeting if there continue to be technical issues. He uses GoToMeetings.

## **New Business**

None.

### **Suggested Future Agenda Items**

None.

### **Next Regular Meeting**

The next regular Board of Trustees meeting is scheduled for 7:00 p.m. Thursday, December 17 2020. The meeting is tentatively scheduled to be held in Newport Center Room 106, 665 Johnson Street, Alpena, MI 49707, but this may change to a remote meeting if necessary.

### **Adjournment**

The regular meeting was adjourned at approximately 7:40 p.m.

Jay Walterreit  
Secretary of the Board of Trustees  
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