

**Approved Minutes of the Regular Meeting
Alpena Community College Board of Trustees
August 15, 2024
665 Johnson Street, Alpena, MI 49707**

On Thursday, August 15, 2024, the Alpena Community College Board of Trustees held its regular monthly meeting in the Roger C. Bauer Board Room, 400 Natural Resources Center. The meeting was brought to order at 6:59 p.m. by Chair John Briggs.

Trustees present in person: John Briggs, Teresa Duncan, Joseph Gentry II, Lisa Hilberg, Susan Stender, and Tom Townsend. Absent trustees: Florence Stibitz.

Also present in person: ACC President Dr. Don MacMaster and Board Secretary Denis “Jay” Walterreit.

Trustee Gentry led the Pledge of Allegiance.

Approval of Agenda

Moved by Trustee Townsend that the agenda be approved with the addition of action item 2.912, New Business: Approval of Special Liquor License Application; the motion was seconded by Trustee Hilberg. Ayes: 6. Nays: 0. Motion approved.

Approval of the Proposed Minutes of the June 20, 2024, Closed Session and the Proposed Minutes of the June 20, 2024, Regular Board Meeting

Trustee Gentry made the motion to approve the proposed minutes of the June 20, 2024, closed session and the June 20, 2024, regular meeting; the motion was seconded by Trustee Stender. Ayes: 6. Nays: 0. Motion approved.

Introduction of Guests and Public Comment

Guests attending the meeting in person or via Webex were: Alpena County Sheriff Erik Smith; Alpena County Deputy Mike Lash; Temi Fadayomi, The Alpena News; Matt Bedard, ACC faculty; Dr. Paige Gordier, ACC administration; Dr. Nick Brege, ACC administration; Kurt Konieczny, ACC administration; Dawn Stone, ACC administration; Austin Sprague; and Bob Tosch (via Webex).

Bob Tosch delivered his public comments virtually via Webex.

Communication(s)

None.

Board Member and Subcommittee Reports

Trustee Duncan supplied the following report on recent ACC Foundation activities:

ACC Foundation Report to the ACC Board of Trustees
August 15, 2024

- We were pleased with the news that Penny Boldrey has agreed to fill the Foundation Executive Director role on a full-time, temporary basis beginning Monday 8/12/24. Thank you to Sue Fitzpatrick, ACC Foundation President and ACC President Don MacMaster for facilitating this arrangement.
- The Scramble for Students was held on a beautiful July day at the Rivers Edge Golf Course. We hosted just under 30 teams. The day was a success due, in part, to the many volunteers from the Foundation and ACC faculty and staff. A special thank you to Kerrie Kamyszek, ACC Foundation Secretary, whose knowledge and organizational skills were invaluable in the void of an executive director. The event certainly would not have gone as smoothly without her.
- The Lumberjack Legends Athletics Hall of Fame will be launched September 6-7. This is a project of the ACC Office of Alumni Relations, with support from the ACC Athletic Department, Facilities Department, Office of Information Technology, and Office of Learning Technology. September 6 will be a reception at Van Lare Hall for the 13 honorees attending, their families, coaches, and notable ACC/Foundation representatives. On September 7 we will host a dinner and installation ceremony for our honorees at Besser Technical Center, which we hope will be well attended by the public and ACC representatives. Honorees are traveling here from Florida, Georgia, Ohio, Wisconsin, Colorado, and Texas. Friday's event is free for invited guests. Tickets are available for purchase on the ACC website for Saturday's event. Being honored are:
 - Coach Jim Dutcher, ACC Athletic Director and coach of the baseball, cross-country, and basketball teams at ACC from 1958 to 1966
 - John Stosick, All-American and national champion swimmer for ACC in 1968
 - Alonzo Weatherly, All-American men's basketball player for ACC in 1979 who was drafted by the Denver Nuggets
 - Diana Flakes-Strickler, All-American women's basketball player for ACC in 1981
 - Jimmie Holliday, All-American men's basketball player for ACC in 1987

- Josh Walker, All-American men’s basketball player for ACC in 2003
- 1966 ACC men’s basketball team, who played in the junior college national championship tournament

A recognition wall display is being constructed by the Facilities Department in the hallway behind the gymnasium, which will feature plaques for each honoree. In addition, we will have a touchscreen kiosk for visitors to use to learn more about each honoree.

Faculty Report

Marketing Instructor Matt Bedard briefed the trustees on his recent outreach efforts to high schools using videoconferencing technology. He expects the number of students in his program to rise this year.

Student Report

None.

President’s Report

President’s Report to the Alpena Community College Board of Trustees
August 15, 2024

The most common question I hear in the community, after how are things going at the College, is what’s coming next? Below are four big building projects College staff is working on to bring to life. Total cost of all four projects is an estimated \$22.5 million.

Increase Student Housing

Project Summary: ACC currently owns and manages two units of apartment-style student housing serving 64 students on main campus. For the past five years, ACC has turned away students seeking on-campus housing due to existing units being filled to capacity in February for Fall semester classes beginning in late August. Applications data shows an increasing number of students seeking on-campus housing with demand primarily coming from popular occupational programs, athletics, Nursing, and 13th Year Early Middle College students. The College intends to build another unit of apartment-style student housing to serve an additional 32 students in the same architectural design and proximity to the current College Park Apartments.

Estimated Cost: \$4.7 million

Funding Source(s): federal; local fundraising; state appropriation

Renovate the Natural Resources Center

Project Summary: The Charles R. Donnelly Natural Resources Center, built in 1972, requires considerable upgrades to provide a 21st Century teaching and learning environment. The Charles R. Donnelly Life Sciences and STEM Innovation Capital Outlay Project proposes to repurpose NRC to: (1) upgrade outdated first floor Lecture Hall with modern videoconferencing technology to enhance distance and remote instruction; (2) develop a Life Sciences and STEM Innovation Hub on the second floor, including technology to bring in external lecturers and create a student collaboration center; (3) update interior and exterior renovations, particularly at building entrances and 4th floor concrete facades; (4) replace HVAC and windows throughout the building to improve climate control for students, staff, and the community; (5) replace the elevator; and (6) replace the roof over the entire building.

Estimated Cost: \$8.5 million

Funding Source(s): federal; state capital outlay; local fundraising

Build a Second Climbing Range for Utility Tech Students

Project Summary: Building upon its highly successful Utility Technology pre-apprentice training program with more than 30 years of experience providing in-demand pre-apprentice lineworkers for employment in the electric utility sector, ACC proposes to construct a next generation climbing range that will prepare ACC's Utility Technology students as well as incumbent lineworkers seeking short-term training to meet regional, statewide, and national targets for grid upgrades and resiliency. In short, ACC intends to expand its existing lineworker climbing program to a second climbing range incorporating steel towers, substations, and steel/iron utility poles — the electrical utility grid infrastructure of the future.

Estimated Cost: \$4.7 million

Funding Source(s): federal U.S. Economic Development Administration grant application; local fundraising

Construct a Solar Array

Project Summary: ACC proposed a six-acre solar array in a 2024 grant application to the Michigan Public Service Commission to be sited alongside the Lumberjack Meadows disc golf course down Woodward past the railroad tracks. There are four reasons why this project makes sense for ACC: 1) its connection to ACC's Bachelor's degree in Electrical Systems Technology, which focuses on grid management, substation control, and moving electrical power onto and off the grid; 2) the array is expected to provide between 150-180 percent of the electricity ACC uses on main campus for the next 30 years; 3) it begins to extend utilities down Woodward toward Hamilton Road, opening up the possibility for

future development of ACC property; and 4) it offers an opportunity for ACC to conduct research on concrete as low-cost storage for green-sourced power.

Estimated Cost: \$4.6 million

Funding Source(s): Michigan Public Service Commission, Renewable Energy and Electrification Infrastructure Enhancement and Development Grant

Recently Completed Building Projects

Over the past five years, the College has completed the Ruth Julian Hall of Health Sciences (Van Lare Hall renovation), Fitzpatrick Hall, the Besser Company Center for Manufacturing Excellence, and the Holcim Industrial Education and Welding Center. We see the value of upgrading our facilities in enrollment growth and graduation and retention rates. Philosophically we view our responsibility as leaders and stewards of this community asset to leave it poised for growth and ready for what comes next.

During the president's report Trustee Gentry spoke about the MCCA summer conference held on Mackinac Island July 31 through August 2, 2024. He, Trustee Duncan, and Trustee Hilberg attended the event.

- On Wednesday, July 31, the trustees had their own institute which was very informative and had its own series of speakers. Trustee Gentry shared a number of insights and comments derived from the presentations, which he found to be very engaging.
- President MacMaster's presentation on advocacy was very well received.
- The service awards ceremony honored Trustee Hilberg for 15 years of service, Trustee Gentry for 15 years of service, Chair Briggs for 35 years of service, and Trustee Stibitz for 45 years of service.
- Trustee Gentry presented Chair Briggs with his service pin.
- A trustee from Bay College retired this year with 50 years of service.
- The weather on the island was warm and humid which required the MCCA to move presentations around to different locations.
- Trustee Duncan thanked the College for allowing the trustees to attend the conference.

Chair Briggs asked Trustee Hilberg to inform the other trustees about ideas for next year's president's evaluation. Briggs suggested that President MacMaster present his FY25 goals at the September board meeting.

Action Items

2.905 Bids: Critical Incident Mapping Services

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

The Alpena Community College Board of Trustees accepts the bid from Critical Response Group for critical incident mapping and blank structural and evacuation maps at a cost not to exceed \$88,470.00.

Ayes: 6. Nays: 0. Motion approved.

2.906 Extended Security Contract with Alpena County Sheriff's Office

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

The Alpena Community College Board of Trustees approves a contract with the Alpena County Sheriff's Office for extended security services on the Alpena Campus for a cost not to exceed \$22,522.81 for the remainder of calendar year 2024 and \$60,895.00 for calendar year 2025.

Ayes: 6. Nays: 0. Motion approved.

2.907 Change to Policy 1014, Nondiscrimination Policy — First Reading

President MacMaster gave a brief history of the changes to Title IX over the years and background related to changes the College will need to consider during the coming year.

The following resolution was proposed by Trustee Duncan and seconded by Trustee Hilberg:

The Alpena Community College Board of Trustees approved on first reading the proposed changes to Policy 1014, Nondiscrimination Policy.

Ayes: 6. Nays: 0. Motion approved.

2.908 Bids: College Park Apartments Architectural and Engineering Services

The following resolution was proposed by Trustee Hilberg and seconded by Trustee Gentry:

The Alpena Community College Board of Trustees authorizes appropriate College officials to contract with Progressive AE for architectural services related to the College Park Apartments addition project at a rate of 5.5% of the construction cost plus reimbursable costs.

Ayes: 6. Nays: 0. Motion approved.

2.909 Bids: College Park Apartments Pre-Construction Services

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

The Alpena Community College Board of Trustees authorizes appropriate College officials to contract with Spence Brothers at a cost not to exceed \$18,400 for pre-construction manager services related to the College Park Apartments addition project.

Ayes: 6. Nays: 0. Motion approved.

2.910 Purchase of Used Semi-Truck and Trailer

The following resolution was proposed by Trustee Gentry and seconded by Trustee Hilberg:

The Alpena Community College Board of Trustees pre-approves the purchase of one semi-tractor and trailer at a cost not to exceed \$42,000.

Ayes: 6. Nays: 0. Motion approved.

2.911 Bids: Besser Technical Center Roof Replacement

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

The Alpena Community College Board of Trustees authorizes ACC officials to contract with TRC Roofing to replace a section of the Besser Technical Center roof.

Ayes: 6. Nays: 0. Motion approved.

2.912 New Business: Approval of Special Liquor License Application

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

Moved by Trustee Gentry and supported by Trustee Townsend that the application from Alpena Community College for a Special License to serve alcohol on September 7, 2024, to be located at 665 Johnson Street, Alpena, Michigan, 49707, it is the consensus of this body that the application be recommended for issuance.

Ayes: 6. Nays: 0. Motion approved.

Financial Report

Monthly General Fund Revenue and Expense through July 2024 (Year to Year Actual Comparison)

- The property tax receipts of \$131,358 are \$21,216 less than those for July 2023, due to timing of receipts.
- Tuition/fee receipts of \$3,551,638 are \$401,827 more primarily due to higher-than-expected registrations at this time of year.
- State aid for the current year is zero because of the normal start month of October.
- Net income through the first month of the new fiscal year shows as a gain of \$2,487,421, which is typical for this time of year, when fall tuition receipts have built up.

Monthly General Fund Revenue and Expense through July 2024 (Budget to Actual Comparison)

- All categories are in acceptable ranges for this stage of the year except as noted above.

Personnel Report

New hires, terminations, and status changes from June 4 to August 1, 2024.

New Hires:

- Amy Drenth, FT Faculty – Speech Instructor, effective 08/01/2024.
- Courtney Holmes, Women’s Head Volleyball Coach, effective 08/01/2024.

Re-Hires:

- None.

Transfers:

- Douglas Mayo, transferring from Director of Nursing – Oscoda Campus to FT Faculty – Nursing Program Instructor, effective 08/01/2024.
- Walter Wiltse, transferring from Director of Utility Line Clearance/Tree Trimmer Program to FT Faculty – Utility Arborist Program Instructor, effective 08/01/2024.

Resignations:

- Sebastian Frost, FT Faculty – Speech Instructor, effective 06/01/2024.
- Brenda Herman, Executive Director of the ACC Foundation & Director of Development, effective 06/28/2024.
- Sarah Prevo, Women’s Volleyball Head Coach, effective 06/30/2024.
- Brandon Humphrey, Women’s Basketball Head Coach, effective 07/12/2024.

Terminations:

- None.

Inactive:

- Jennifer Johnson, Women’s Softball Assistant Coach, effective immediately.

Retirements:

- Kendall Sumerix, FT Faculty – Chemistry Instructor, effective 06/01/2024.

Name Changes:

- None.

Position Name Changes:

- None.

Gifts and Grants Report

This report reflects the following activity for pledges and gifts received by the ACC Foundation between June 11 and August 8, 2024.

Total Donors:	176
New Gifts:	\$98,735.55
Pledge Payments:	\$0.00
New Pledges:	\$0.00

Board Discussion

Chair Briggs noted the September MCCA board of directors meeting date overlaps with the September ACC board meeting date. Trustee Stibitz has expressed an interest in attending the MCCA meeting and asked if the ACC meeting date could be changed. Chair Briggs asked the trustees about their availability for Wednesday, September 18. President MacMaster offered to contact Trustee Stibitz about her availability that day.

New Business

New Business Item 2.912 was addressed at the end of the action items, above.

Suggested Future Agenda Items

None.

Next Regular Meeting

The next regular board meeting has been **rescheduled for Wednesday, September 18, 2024, 7:00 p.m.** The meeting is scheduled to be held in person in Room 400 of the Charles R. Donnelly Natural Resources Center. Virtual attendance will be available through Webex.

Adjournment

The regular meeting was adjourned at approximately 8:37 p.m.

Respectfully submitted by
Denis J. Walterreit,
Secretary of the Board of Trustees
(989) 358-7215