

**Approved Minutes of the  
Alpena Community College Board of Trustees Regular Meeting**

October 15, 2020

Newport Center Room 106

665 Johnson Street, Alpena, MI 49707

On Thursday, October 15, 2020, the Alpena Community College Board of Trustees held a regular monthly meeting in Newport Center Room 106 on the Alpena Campus. The meeting was called to order at 7:00 p.m. by Chairman Briggs.

Present: 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.

Trustee Duncan led the Pledge of Allegiance.

### **Approval of Agenda**

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

### **Approval of the Proposed Minutes from the September 17, 2020, Regular Board Meeting and the September 25, 2020, Special Board Meeting**

Trustee Gentry made the motion to accept the proposed minutes from the September 17, 2020, regular Board meeting and the September 25, 2020, special Board meeting; Trustee Stender seconded the motion. Ayes: 7. Nays: 0. Motion approved.

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

Guests attending the meeting included: Ben Stevens, WATZ; ACC administration; Richard Sutherland, ACC administration; Amber Vesotski, ACC faculty; Mark Grunder, ACC administration; Phil Straley; Chelsea Meeder; Andrew Paad, ACC faculty; Charles Reiman, ACC student; Nicole Zinke, ACC student; Steve Fosgard, ACC administration; Kevin Sylvester, ACC retiree, Mark Milostan, ACC retiree, Tim Kuehnlein, ACC faculty; Nick Brege, ACC administration; and Officer Jason Collegnon, Alpena Police Department.

### **Communication(s)**

None.

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

Trustee Duncan reported on recent ACC Foundation activities including the August 20 board meeting. She noted:

- The Foundation Board welcomed several new members.
- Nancy Coombs announced her retirement from the Board.

- The Scramble for Scholarships raised approximately \$23,000 this year as compared to approximately \$18,000 last year.

### **Student Report**

Manufacturing Instructor Andrew Paad and students Charles Reiman and Nicole Zinke briefed the trustees on some of their recent activities including:

- Activities related to participating in the upcoming NIMS SkillsUSA CNC machining competition.
- There are 23 students in the Manufacturing Club this year. The Manufacturing Club earned recognition from SkillsUSA's Chapter Excellence Program.
- Paad and his students were recently featured in a WBKB news segment related to their work on a wheelchair tire cleaner apparatus.

### **Faculty Report**

None.

### **President's Report**

None.

### **Action Items**

#### 2.785 Resolution for Emeritus Status for Douglas Huizenga, Greg Hurd, Mark Milostan, Charles Seguin, and Kevin Sylvester

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

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of Alpena Community College unanimously applauds Douglas Huizenga, Greg Hurd, Mark Milostan, Charles Seguin, and Kevin Sylvester for their service to the College and its students, and, recognizing their distinguished attributes, confers upon them the title of EMERITUS, as appropriate with all the rights and privileges appertaining thereunto.

Ayes: 7. Nays: 0. Motion approved.

#### 2.786 Fiscal Year 2020 Audit Report

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

The Board of Trustees accepts the financial report and approves the fiscal year 2020 audit as submitted by Straley Lamp & Kraenzlein P.C., and commends all parties for their dialogue and exactness in assuring the audit has been produced in full compliance with state law and the new principles of accounting as adopted by

G.A.S.B. It is further noted that appropriate officials at the College are directed to communicate the results of this important process to all interested parties.

Ayes: 7. Nays: 0. Motion approved.

2.787 Local Strategic Value Resolution

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

The Alpena Community College Board of Trustees certifies that the College does meet the local strategic value standards required for state appropriations.

Ayes: 7. Nays: 0. Motion approved.

2.788 Capital Outlay/Campus Master Plan Submission

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

The Alpena Community College Board of Trustees authorizes staff to submit the ACC Five-Year Master Plan 2022-26 for Capital Outlay to the State Budget Office.

Ayes: 7. Nays: 0. Motion approved.

2.789 Bids: Air Ionization Units

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

The Alpena Community College Board of Trustees approves the purchase and installation of air ionization units from Control Solutions, Inc., for an amount not to exceed \$66,995. The funding for this purchase will come from the CARES Act.

Ayes: 7. Nays: 0. Motion approved.

2.790 Board Approval for EDA Grant Application Process

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

The Alpena Community College Board of Trustees authorizes President Dr. Don MacMaster to act as ACC representative on all official documents related to the EDA grant should it be awarded. The Trustees also commit that the match amount, \$600,000, is readily available and unencumbered.

Ayes: 7. Nays: 0. Motion approved.

**Financial Report**

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

- The property tax receipts of \$547,910 are \$22,735 more than those for September 2019, as expected.
- Tuition/fee receipts of \$3,140,355 are \$116,938 less primarily due to lower than expected enrollments.
- There is no state aid for the current year because of the normal start of payments in the month of October.
- Federal revenue displays the entire \$2,435,600 in Paycheck Protection Program funding as recorded through August. The College is in the process of applying for the forgiveness portion of the program.

Sutherland also thanks the staff of Straley, Lamp & Kraenzlein for their excellent work on the fiscal year 2020 audit.

### **Personnel Report**

New hires, terminations, and status changes from September 11 to October 8, 2020.

#### New Hires:

- Amy Brege, Part-Time Health Fitness/Activities Technician, effective September 24, 2020.

#### Re-Hires:

- None.

#### Transfers:

- None.

#### Resignations:

- Deborah Bayer, Vice President of Instruction, effective September 18, 2020.
- Alecia Dietz, ESP2 Tutor Coordinator, effective immediately.

#### Retirements:

- None.

### **Gifts and Grants Report**

This report reflects the following activity for pledges and gifts received by ACC and the ACC Foundation between September 10 and October 8, 2020.

Total Donors:	24
New Gifts:	\$5,955.00
Pledge Payments:	\$18,413.00
New Pledges:	\$0.00

## **Board Discussion**

Chairman Briggs asked the trustees if they were comfortable meeting face to face and in Newport Center 106. All of the trustees agreed they'd rather meet in person, even if they had to wear masks.

President MacMaster mentioned a question from Trustee Gentry about the state retirement system's unfunded liabilities and wondered if the topic could be explored in a workshop. Gentry shared some of the information he acquired while researching the MPSERS situation. According to Gentry, MPSERS has a 15-year plan to erase the unfunded liability and MPSERS auditors paint a much rosier picture of the situation than one might guess based on the current unfunded liability figure.

## **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, November 19 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 an online meeting if necessary.

## **Adjournment**

The regular meeting was adjourned at approximately 7:56 p.m.

Jay Walterreit  
Secretary of the Board of Trustees  
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