

Alpena Community College Board of Trustees  
125-C Besser Technical Center, 665 Johnson Street, Alpena, MI 49707  
(989) 358-7215

## Notice of Regular Meeting

**Meeting Date:** Thursday, June 17, 2021  
**Meeting Time:** 7:00 p.m.  
**Location of Meeting:** Newport Center, Room 106, and Online Via Webex  
**Date of Notice:** Friday, June 11, 2021

The Alpena Community College Board of Trustees will gather for its regular monthly meeting on Thursday, June 17, 2021. At 5:30 p.m. the trustees will gather in Newport Center Room 106 to conduct the president's evaluation in closed session. The regular meeting will begin at 7:00 p.m. in Newport Center, Room 106 and will also be broadcast remotely via Webex videoconferencing software.

All citizens are invited to participate in the meeting either in person or remotely via phone, computer, or a video conferencing system. An overflow room will be available if in-person attendance exceeds recommendations for social distancing.

**Join by phone:**

+1-415-655-0003

Meeting number (access code): 161 852 2427#

No Attendee ID number is necessary. Press # to continue.

**Join from a video system or application:**

Copy the following address into a web browser: <http://1618522427@alpenacc.webex.com>

You can also dial 173.243.2.68 and enter your meeting number.

Meeting number (access code): 161 852 2427

Meeting password: ukJ76Njy4nt

Webex attendees are asked to mute their microphones except during public comment.

Alpena Community College provides access for individuals with disabilities. Individuals with a disability who need a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the meeting, can contact Jay Walterreit, Secretary of the Board of Trustees, at (989) 358-7215 at least one week prior to the meeting or as soon as possible.

All official proceedings and agendas are kept in the Office of the Board of Trustees, 125-C Besser Technical Center, on the Alpena campus, and can be viewed upon request between the hours of 8:00 a.m. and 4:30 p.m. Monday through Friday.



Jay Walterreit  
Secretary of the Board of Trustees  
(989) 358-7215

REGULAR MEETING AGENDA  
ALPENA COMMUNITY COLLEGE BOARD OF TRUSTEES  
Thursday, June 17, 2021, 7:00 p.m.  
665 Johnson Street, Alpena, MI 49707

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Approval of Agenda
- 4) Approval of the Proposed Meeting Minutes of the May 20, 2021, Regular Board Meeting
- 5) Introduction of Guests and Public Comment
- 6) Communication(s)
- 7) Board Member and Subcommittee Reports
- 8) Student Report
- 9) Faculty Report
- 10) President’s Report
- 11) Action Items

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- 12) Information Items

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- 13) Board Discussion
- 14) New Business
- 15) Suggested Future Agenda Items
- 16) Next Regular Meeting: August 19, 2021, 7:00 p.m. The meeting is tentatively scheduled to be held in person in the Newport Center, Room 106, but this may change to remote delivery due to pandemic restrictions
- 17) Adjournment

## **2.802 Approval of Presidential Contract**

In 2014 the Alpena Community College Board of Trustees designated Dr. Donald MacMaster as the next president of the College. During the March 19, 2015, Board of Trustees meeting the trustees approved an employment contract for MacMaster. That original contract was for three years, beginning July 1, 2015, and expiring June 30, 2018. The Board approved a second three-year contract for Dr. MacMaster at the June 21, 2018, Board meeting which is set to expire on June 30, 2021.

President MacMaster has performed admirably as the chief executive officer of the College, and the College's staff and students have achieved a number of important and positive accomplishments during his tenure. The trustees conducted the president's most recent evaluation prior to this meeting and were pleased with the College's operation. In light of the president's achievements and positive evaluations, a new three-year contract has been drafted by the College attorney.

The proposed contract has been shared with the other Trustees with time allowed for comments and questions.

Therefore, the followed resolution is proposed:

The Alpena Community College Board of Trustees approves a new three-year employment contract for Dr. Donald C. MacMaster as Alpena Community College president starting July 1, 2021, and expiring June 30, 2024.

## 2.803 Fiscal Year 2022 Administrative Salary Schedule

An examination of the current Administrative Salary Schedule indicates that modifications are appropriate in order to maintain the competitive position of the institution for the upcoming fiscal year and to provide adjustments to the base of these respective salary schedules that are comparable to increases that other employees will receive.

In light of these conditions, modifications are proposed that will raise the respective administrative salary levels by 1.5% and give administrators a one-step increase (if available).

<u>Level</u>	<u>Positions</u>	<u>Lower End</u>	<u>Upper End</u>
A	Director of Alumni Relations, Assistant Controller, Bookstore Manager, Director of Oscoda Campus, Director of Student Life, Simulation Lab Manager	\$52,007	\$81,341
B	Director of Learning Technology, Director of Admissions, Director of Wellness Center, Director of SIP Grant	\$57,148	\$87,509
C	Executive Director of ACC Foundation, Controller, Director of Educational Talent Search, Director of Facilities Management, Director of Financial Aid, Director of Human Resources, Director of Institutional Research, Directors of Office of Information Technology, Director of Public Information & Marketing, Registrar, Dean of Workforce Development	\$66,890	\$97,657
D	Dean of Students, Director of Nursing	\$79,520	\$111,258
E	Vice Presidents	\$107,418	\$140,941
F	President	\$144,653	\$179,857

Therefore, the following resolution is proposed:

The Board of Trustees approves the proposed Administrative Salary Schedule for Fiscal Year 2022 and authorizes the president to issue contracts to all affected parties in accordance with their performance at the College.

## **2.804 Fiscal Year 2022 Proposed Budget**

### **FY22 Budget**

#### **General Operating Fund, 2021-2022**

The General Operating Fund provides those resources necessary to carry out the day-to-day activities of the College. Several major economic factors impact FY 2022 budgeting. State aid is estimated to increase by 2.0% over FY 2021, property taxes are estimated to increase by 2.0%, and student enrollment is estimated to be level with FY 2021, which suffered a 7.7% drop from FY 2020. Pay increases for all bargaining units will be at a step, if available, as contractually obligated. There will be a 0.5% increase in the State's retirement system contribution starting in October as compared to last year's budget. The College's health care cost increases are capped at only 3.7% due to continued legislative action. Property Tax budget requires the use of the full 2.5 mill levy, adjusted for the Headlee Amendment rollback, for the foreseeable future. Therefore, the 2021-2022 year will require continued close monitoring of the budget throughout the entire year and adjustments may be necessary to be brought before the Board of Trustees. In addition, the College will focus on accomplishing the following objectives:

- 1) Provide an adequate schedule of course offerings to serve a projected annualized enrollment of approximately 2,000 enrollees (920 FYES)
- 2) Continue the assessment process of assuring the delivery of quality instruction and student services programs.
- 3) Continue refinement of selected career programs to assure that the offerings are attuned to modern technology and graduates are job ready.
- 4) Provide more defined and focused attention to recruitment and admission and retention activities in all areas through the marketing plan.
- 5) Further increase enrollments and refine services to be delivered by the Oscoda Campus that will meet the needs of Iosco County.
- 6) Further implement personnel realignments to continue to improve the effectiveness of the capacity to deliver education services.
- 7) Address the needs of our K-12 partners and the home-schooled students in the area of early college and dual enrollment.
- 8) Reassess the Campus Master Plan while considering the future use of the College's full 680 acres.
- 9) Continue implementing other aspects of the College's strategic plan.

The various objectives specified have been identified with input from the Strategic Planning and Budgeting Committee and will be achieved through the proposed financial plan for the General Operating Fund for 2021-2022.

**2021-2022 Proposed Revenue Budget — General Operating Fund**

Description	Budget 2020-2021	Proposed Budget 2021-2022
Taxes	\$ 2,747,890	\$ 2,824,142
Tuition/Fees	6,171,780	6,142,728
State Aid	5,956,080	6,136,901
Other/Miscellaneous	167,744	167,744
Totals	<u>\$ 15,043,494</u>	<u>\$ 15,271,515</u>

**Proposed Expenditure Budget — General Operating Fund**

Description	Budget 2020-2021	Proposed Budget 2021-2022
Fine Arts	\$ 206,054	\$ 306,964
Communications	869,213	906,751
Social Sciences	676,496	685,602
Mathematics	675,133	673,661
Sciences	1,160,478	1,128,605
Physical Education	31,300	18,278
Health Education	3,256	5,426
Business	299,646	312,857
Data Processing / Computer Science	273,084	212,137
Secretarial & Office	80,085	38,982
Law Enforcement / Public Service	109,910	96,713
Media Production Technology	7,000	4,800
Design Technology	156,845	159,407
Mechanical Trades & Service Technology	428,516	437,268
Construction Trades Technology	273,319	288,669
Electrical & Electronic Trades	616,776	647,813
UAV Technologies	3,312	3,312
Apprenticeship Instruction	55,284	78,615

**Proposed Expenditure Budget — General Operating Fund - Continued**

Description	Budget 2020-2021	Proposed Budget 2021-2022
Marine	73,361	74,756
Electrical Bachelors	144,636	152,189
Nursing	894,023	882,996
Other Health Related	134,758	143,300
Traditional Classroom	13,565	0
Learning Labs	22,126	3,000
Career Guidance / College Skills	6,512	4,070
Library / Media Services	249,425	254,210
Off-Campus Admin. / Huron Shores	238,481	244,192
Instruction Administration	892,809	959,367
Student Services	183,419	190,159
Financial Aid	469,022	477,769
Admissions / Records	650,656	660,662
Data Processing	991,498	1,060,841
General Administration	396,056	404,524
Word Processing	28,263	28,442
Institutional Administration	1,292,390	1,266,100
Public Relations / Development	209,909	274,731
Resource Development / Grant Writing	194,038	203,274
Physical Plant	1,671,932	1,683,084
Transfers	360,908	297,989
<b>Total</b>	<b>\$ 15,043,494</b>	<b>\$ 15,271,515</b>

Unrestricted General Operating Fund Balance	Budget 2020-2021	Proposed Budget 2021-2022
Beginning Balance	\$ 1,499,721	\$ 1,499,721
Proposed Surplus	0	0
Ending Balance	<u>\$ 1,499,721</u>	<u>\$ 1,499,721</u>

## **Designated Fund, 2021-2022**

The Designated Fund encompasses a variety of funds that service the non-curricular activities of students, staff and faculty. Specifically, this fund supports activities in five categories:

### Athletics/Student Activities

All co-curricular activities of the institution are supported from this budget, which derives its revenue primarily from a student services fee that the student pays upon enrolling in classes at the College. The budget provides support for a broad range of student needs, including student activities, athletics, intramurals, and the Wellness Center.

### Madeline Briggs University Center

In order to provide additional educational opportunities for our graduates who wish to stay close to home, partnerships were established with four-year institutions to offer classes on campus. This year's budget is \$7,250.

### Technology

This fund is for the acquisition of new or updated technology. This fund is instrumental in acquisition and installation numerous Video Conferencing Systems. Because of the expansion in technology and software needs, a two dollar (\$2.00) increase in the Technology Fee was approved in FY 2021. A budget of \$205,500 has been established with approximately \$98,000 earmarked for future acquisition of student data management system.

### Workforce Development

Workforce Development is charged with carrying out a varied array of contracted services for area business and industry. The World Center for Concrete Technology falls under its supervision.

### Special Events/Staff Development

Each year the College supports with \$16,000 for a wide range of activities that enhance the capacity of our staff to be more productive and valuable employees. The College is able to support a number of special events to assist the College in better communicating its leadership role to the service area (e.g. Science Olympiad, counselor workshops, etc.) A budget of \$8,500 is projected for these activities.



**2021-2022 Designated Fund – Athletics / Student Activities**

<u>Proposed Revenue Budget</u>	Budget 2020-2021	Proposed Budget 2021-2022
Fees	\$ 189,524	\$ 180,000
Gate Receipts / Miscellaneous	1,000	1,000
Fitness Wellness Center Fees	16,000	16,000
Transfers	156,858	169,553
<b>Total Revenues</b>	<b>\$ 363,382</b>	<b>\$ 366,553</b>

<u>Proposed Expense Budget</u>	Budget 2020-2021	Proposed Budget 2021-2022
Administration	\$ 71,506	\$ 67,533
Men's Basketball	43,096	43,113
Women's Basketball	43,096	43,112
Women's Volleyball	18,432	17,932
Women's Softball	20,432	22,032
Cross Country	11,801	11,801
<b>Subtotal (Athletics)</b>	<b>208,363</b>	<b>205,523</b>
Fitness Wellness Center	145,019	151,030
Campus Activity Board	10,000	10,000
<b>Subtotal (Student Activities)</b>	<b>155,019</b>	<b>161,030</b>
<b>Total Expenses</b>	<b>\$ 363,382</b>	<b>\$ 366,553</b>

**2021-2022 Designated Fund — Madeline Briggs University Center**

<u>Proposed Revenue Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Sales and Service	\$ 7,000	\$ 7,000
Reimbursements	250	250
 Total Revenues	 <u>\$ 7,250</u>	 <u>\$ 7,250</u>

<u>Proposed Expense Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Other	\$ 7,250	\$ 7,250
Transfer	0	0
 Total Expenses	 <u>\$ 7,250</u>	 <u>\$ 7,250</u>

**2021-2022 Designated Fund — Technology**

<u>Proposed Revenue Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Technology Fee	<u>\$ 205,500</u>	<u>\$ 195,000</u>

<u>Proposed Expense Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Transfer	66,021	0
Equipment and Services	97,000	97,000
	<u>\$ 136,000</u>	<u>\$ 97,000</u>

**2021-2022 Designated Fund - Workforce Development**

<u>Proposed Revenue Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Sales & Services	\$ 119,000	\$ 120,000
Facility Rental	20,000	20,000
Transfers	14,000	14,000
	<hr/>	
Total Revenue	<u>\$ 153,000</u>	<u>\$ 154,000</u>

<u>Proposed Expense Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Wages	\$ 100,229	\$ 83,302
Fringe Benefits	46,516	40,926
Contract Services	19,500	19,500
Supplies	5,500	5,500
Other		4,772
	<hr/>	
Total Expenses	<u>\$ 171,745</u>	<u>\$ 154,000</u>

**2021-2022 Designated Fund – Special Events / Staff Development**

<u>Proposed Revenue Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Special Events - Gen. Fund Transfer	\$ 8,500	\$ 8,500
Staff Development - Gen. Fund Transfer	16,000	16,000
	<hr/>	<hr/>
Total Revenues	\$ 24,500	\$ 24,500
	<hr/> <hr/>	<hr/> <hr/>

<u>Proposed Expense Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Special Events - Supplies / Awards	\$ 8,500	\$ 8,500
Staff Development - Workshops / Grants	16,000	16,000
	<hr/>	<hr/>
Total Expenses	\$ 24,500	\$ 24,500
	<hr/> <hr/>	<hr/> <hr/>

**2021-2022 Designated Fund – Community Education**

<u>Proposed Revenue Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Participation Fees	\$ 13,000	\$ 0
	<hr/>	<hr/>
<u>Proposed Expense Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Wage and Fringe Benefits	\$ 0	\$ 0
Program Costs	5,000	0
Transfer to Volunteer Center	8,000	0
	<hr/>	<hr/>
Total Expenses	\$ 13,000	\$ 0
	<hr/> <hr/>	<hr/> <hr/>

<b><u>TOTAL DESIGNATED FUND</u></b>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Revenue	\$ 772,632	\$ 747,303
Expense	\$ 742,898	\$ 649,303

## **Auxiliary Enterprises Fund, 2021-2022**

The Auxiliary Enterprises Fund consists of those activities that directly generates revenue to accomplish their objectives. The following five areas constitute “enterprises” within the fund:

### College Bookstore

The Bookstore continues to contribute a positive margin while providing a high level of service to the College community. The Bookstore does not project an operating surplus.

### Food Service

The College has contracted with Fremont Catering of Alpena, Michigan, for operation of the cafeteria. A management fee of \$10,000 per year is budgeted out of the vending proceeds and General Funds.

### Auto Service

The College operates various special services keyed to individual instructional areas to improve the economic viability and quality of life throughout Northeast Michigan. There are \$30,000 in services to be delivered in FY22.

### Transportation

Transportation covers all College functions related to the use of College-owned vehicles and is paid for through interdepartmental transfers. The revenue budget for 2021-2022 activities is estimated at \$7,000.

### Housing

The College has available 16 units of affordable housing for 64 students. This is the first increase in three years. It is anticipated that rental income will exceed \$247,000 with expenses to be approximately \$214,000.

**2021-2022 Auxiliary Enterprises Fund – Bookstore**

<u>Proposed Revenue Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Book Sales	\$ 365,400	\$ 246,800
Book Sales - Fin. Aid and Interdepartmental	401,150	310,984
Book Sales On-Line	0	58,120
Sales Tax Remittance	(34,856)	(34,500)
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Total Revenues	\$ 731,694	\$ 581,404
	<hr/>	<hr/>

<u>Proposed Expense Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Purchases for Resale	\$ 472,730	\$ 391,000
Salaries	136,720	119,684
Fringe Benefits	62,249	37,205
Equipment	0	0
All Other	37,405	33,515
Transfers	11,000	0
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Total Expenses	\$ 683,340	\$ 581,404
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**2021-2022 Auxiliary Enterprises Fund – Food Service**

<u>Proposed Revenue Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Sales & Service	\$ 3,000	\$ 3,000
Transfer	7,000	7,000
	<hr/>	<hr/>
Total Revenues	\$ 10,000	\$ 10,000
	<hr/>	<hr/>

<u>Proposed Expense Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Contract Service	\$ 10,000	\$ 10,000
	<hr/>	<hr/>
Total Expenses	\$ 10,000	\$ 10,000
	<hr/>	<hr/>

**2021-2022 Auxiliary Enterprises Fund – Auto Service**

<u>Proposed Revenue Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Sales and Service	\$ 30,000	\$ 30,000
	<u>\$ 30,000</u>	<u>\$ 30,000</u>

<u>Proposed Expense Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Cost of Goods / Services Sold	\$ 30,000	\$ 30,000
Total Expenses	<u>\$ 30,000</u>	<u>\$ 30,000</u>

**2021-2022 Auxiliary Enterprises Fund – Transportation**

<u>Proposed Revenue Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Total Revenues	\$ 7,000	\$ 7,000

<u>Proposed Expense Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Maintenance	\$ 7,000	\$ 7,000
Total Expenses	<u>\$ 7,000</u>	<u>\$ 7,000</u>



**2021-2022 Auxiliary Enterprises Fund – Housing**

<u>Proposed Revenue Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Apartment Rental	\$ 240,450	\$ 240,450
Apartment Cleaning Fee	6,400	7,000
Total Revenues	<u>\$ 230,850</u>	<u>\$ 247,450</u>

<u>Proposed Expense Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Wages	\$ 57,887	\$ 63,193
Fringe Benefits	19,829	21,004
Services	8,000	8,000
Utilities	20,100	20,100
Maintenance and Other	42,400	42,400
Depreciation, Interest, Overhead	59,311	59,311
Total Expenses	<u>\$ 207,527</u>	<u>\$ 214,008</u>

<b><u>TOTAL AUXILIARY ENTERPRISES FUND</u></b>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Revenue	<u>\$ 1,025,544</u>	<u>\$ 875,854</u>
Expense	<u>\$ 974,631</u>	<u>\$ 842,412</u>

## **Restricted Fund, 2021-2022**

Various external grants from both private (e.g., foundations) and public (e.g., state and federal) sources support several activities of the College that are critical to providing quality educational experiences for our students. Eight primary areas are directly affected by these grants and individual budgets are provided for each. Funding has been in place for many years for Educational Talent Search, the only remaining TRIO grants at the College, in other areas, regulations are changing and competition is increasing (e.g., private and governmental contract training), and in selected areas, new territories are being explored to provide external support for important College objectives. It should be noted that funding for various student aid programs (e.g., Pell, SEOG, etc.) is also classified in the Restricted Fund. The College is managing a five-year Strengthening Institution Program Grant (SIP) averaging \$450,000 per year.

It should further be noted that given the “reduced” level of “hard” money for FY2022 it would be helpful to the achievement of College objectives that these external “soft” monies be obtained during the coming year.

**2021-2022 Restricted Fund – TRIO Grant (Talent Search)**

<u>Proposed Revenue Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Grant Funds	\$ 647,326	\$ 667,365
Indirect Cost Recovery	(44,780)	(48,932)
Total Revenues	<u>\$ 602,546</u>	<u>\$ 618,433</u>

<u>Proposed Expense Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Wages / Salaries	\$ 329,457	\$ 316,538
Fringe Benefits	177,962	189,928
Supplies and Other	95,127	111,967
Total Expenses	<u>\$ 587,220</u>	<u>\$ 618,433</u>

**2021-2022 Restricted Fund – SIP Grant**

<u>Proposed Revenue Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Grant	\$ 388,689	\$ 446,779
Total Revenue	<u>\$ 388,689</u>	<u>\$ 446,779</u>

<u>Proposed Expense Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Salary	\$ 168,734	\$ 202,056
Fringe Benefits	81,966	83,723
Contracted Services	42,190	42,000
Equipment	77,100	100,000
Other	18,700	19,000
Total Expenses	<u>\$ 382,500</u>	<u>\$ 446,779</u>

**2021-2022 Restricted Fund – Perkins Vocational / Applied Technical Education**

	Budget 2020-2021	Proposed Budget 2021-2022
Special Populations Grant Funds	\$ 69,829	\$ 69,829
Instructional Equipment Grant Funds	65,000	39,170
College Local Leadership Grant Funds	9,200	9,200
<b>Total Revenues</b>	<b>\$ 118,199</b>	<b>\$ 118,199</b>

<u>Proposed Expense Budget</u>	Budget 2020-2021	Proposed Budget 2021-2022
Special Populations Wages	\$ 50,308	\$ 50,308
Special Populations Fringe Benefits	10,506	10,506
Special Populations Travel	9,015	9,015
Subtotal	69,829	69,829
Instructional Equipment	39,170	39,170
College Local Leadership	9,200	9,200
<b>Total Expenses</b>	<b>\$ 118,199</b>	<b>\$ 118,199</b>

**2021-2022 Restricted Fund – CET Grant**

<u>Proposed Revenue Budget</u>	Budget 2020-2021	Proposed Budget 2021-2022
State Support	\$ 45,000	\$ 45,000

<u>Proposed Expense Budget</u>	Budget 2020-2021	Proposed Budget 2021-2022
Wages / Salaries	\$ 27,500	\$ 28,489
Fringe Benefits	13,807	14,208
Other	3,693	2,303
<b>Total Expenses</b>	<b>\$ 45,000</b>	<b>\$ 45,000</b>

**2021-2022 Restricted Fund – College Work Study**

<u>Proposed Revenue Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Grants	\$ 55,000	\$ 55,000

<u>Proposed Expense Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Student Wages	\$ 55,000	\$ 55,000

**2021-2022 Restricted Fund – Pell Grant**

<u>Proposed Revenue Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Federal Grant	\$ 2,250,000	\$ 1,900,000

<u>Proposed Expense Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Awards	\$ 2,250,000	\$ 1,900,000

**2021-2022 Restricted Fund – Supplemental Opportunity Grant**

<u>Proposed Revenue Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Federal Grant	\$ 63,000	\$ 90,000

<u>Proposed Expense Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Awards	\$ 63,000	\$ 90,000

**2020-2021 Restricted Fund – Christmas Wish**

<u>Proposed Revenue Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Donations	\$ 18,000	\$ 0
<u>Proposed Expense Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Supplies and Purchases	8,000	0
Transfers	10,000	0
Total	\$ 18,000	\$ 0

**2020-2021 Restricted Fund – Volunteer Center**

<u>Proposed Revenue Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2020-2022</u>
Local Support	\$ 17,700	\$ 0
Besser Grant	10,875	0
Transfers	18,000	0
Total Revenues	\$ 46,575	\$ 0

<u>Proposed Expense Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Wages / Salaries	\$ 37,078	\$ 0
Fringe Benefits	10,356	0
Other	2,766	0
Total Expenses	\$ 50,200	\$ 0

<b><u>TOTAL RESTRICTED FUND</u></b>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Revenue	\$ 3,587,009	\$ 3,228,411
Expense	\$ 3,590,634	\$ 3,228,411

## Capital Equipment/Building Maintenance Fund, 2021-2022

The Capital Equipment/Building Maintenance Fund provides the financial resources necessary to undertake those critical projects included in the planning process for the College to preserve and enhance its capital assets. The past five years have seen an extensive amount of work accomplished in this area with well over 100 individual projects completed. A major portion of institutional equipment will be purchased through the fund rather than the General Operating Fund of the College, and these purchases will be institution-wide. Additionally, the Board-authorized facility fee is receipted in this fund to support long-term capital needs of the institution.

### 2021-2022 Capital Equipment / Building Maintenance Fund

<u>Proposed Revenue Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Facilities Fee	\$ 195,000	\$ 180,000
Transfer from General Fund	256,667	115,032
Transfer	0	0
Mandatory Transfer	0	0
	<hr/>	<hr/>
Total Revenues	<u>\$ 508,919</u>	<u>\$ 295,032</u>
<u>Proposed Expense Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Equipment	\$ 23,842	\$ 23,842
Contract Services - Renovations	31,134	31,609
Contract Services - Maint. Projects	150,000	147,297
Debt Service Transfer	237,230	1,233,919
	<hr/>	<hr/>
Total Expenses	<u>\$ 451,667</u>	<u>\$ 1,436,667</u>

## Plant Fund, 2021-2022

The Plant Fund is the depository for various state/local grants that are directed toward the construction of capital projects. The Van Lare Hall project is concluding. A lecture hall has been added to the original project. In addition, the planning for the renovation and repurposing of the Besser Annex autobody lab is beginning. The \$3,000,000 project, 80% funded by the USDA, is to transform the autobody lab into a first-class manufacturing technology lab and then renovate the exited area into an expanded welding lab. The renovation includes HVAC systems, electrical, plumbing, interior fixtures and some exterior work.

### 2021-2022 Plant Fund

<u>Proposed Revenue Budget</u>	Budget 2020-2021	Proposed Budget 2021-2022
State Capital Outlay - EPTC	\$ 235,000	\$ 300,000
Transfer from Prior Year Revenues	1,000,000	1,000,000
Donations	4,000,000	750,000
Total Revenues	<u>\$ 5,235,000</u>	<u>\$ 2,050,000</u>

<u>Proposed Expense Budget</u>	Budget 2020-2021	Proposed Budget 2021-2022
Professional Fees	\$ 185,000	\$ 75,000
Site Improvements	50,000	5,000
Construction in Progress	3,500,000	570,000
Equipment	1,500,000	400,000
Total Expenses	<u>\$ 6,500,000</u>	<u>\$ 1,050,000</u>



## Debt Service Fund, 2021-2022

The College refinanced a General Obligation Limited Tax Bond in 2013. There is \$425,000 remaining on the bond. The Bond is for ten years. The funding to retire the debt comes from donations received from the EPTC fundraising. The remaining funds will be used to cash flow the Van Lare renovation and then funded by donations to that project. A schedule of these annual payments of principal and interest totaling approximately \$233,919 for FY22 with future payments available for review. The College acquired an Installment Purchase Agreement in May 2017 to purchase the College Park Apartments for \$680,000 to be paid over 20 years. Annual payments of \$34,000 principal, paid annually, plus interest at 3.12%, paid semi-annually.

### 2021-2022 Debt Service Fund

<u>Proposed Revenue Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Transfer Facility Fee	\$ 231,424	\$ 233,919
Transfer Housing Fund	53,094	50,442
Total Revenues	<u>\$ 284,518</u>	<u>\$ 284,361</u>
<u>Proposed Expense Budget</u>	<u>Budget 2020-2021</u>	<u>Proposed Budget 2021-2022</u>
Interest	\$ 30,518	\$ 25,361
Principal	254,000	259,000
Total Expenses	<u>\$ 284,518</u>	<u>\$ 284,361</u>

Therefore, the following resolution is proposed:

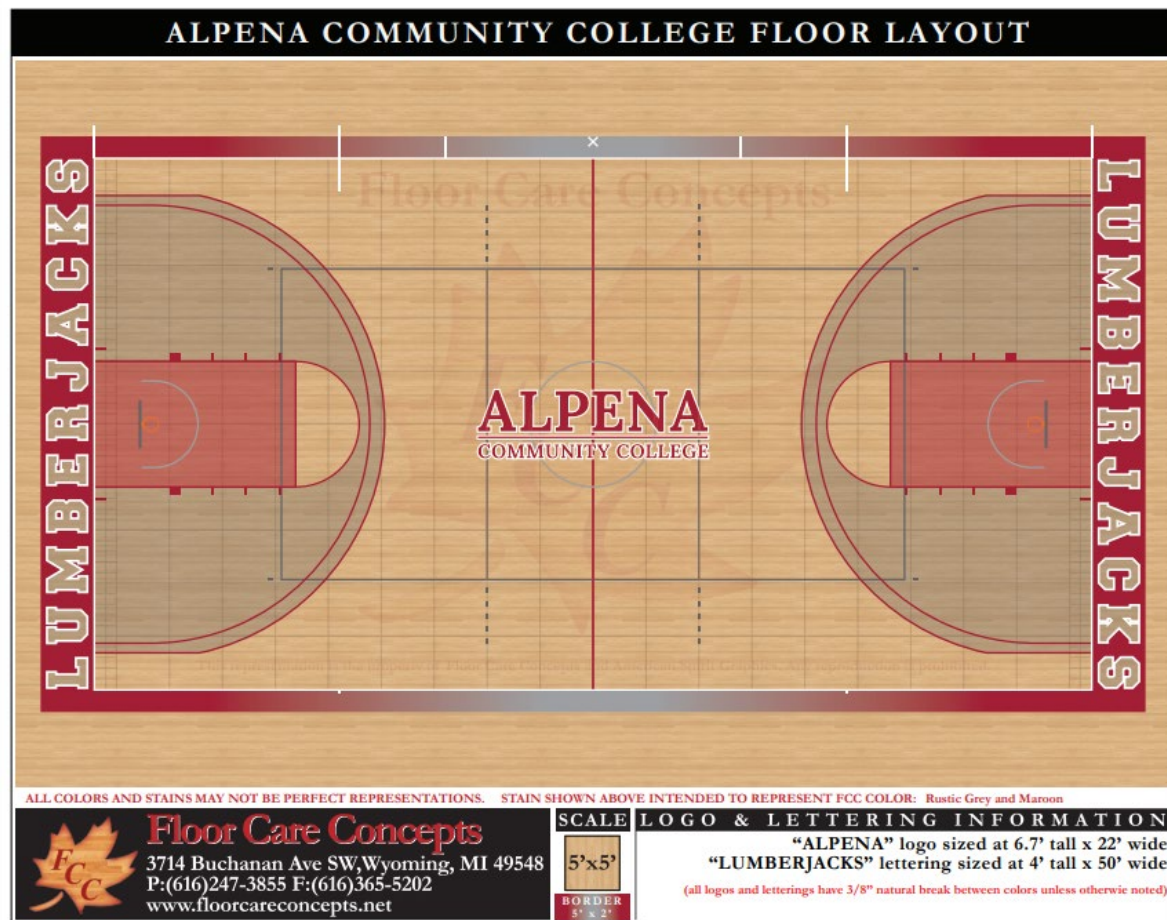
The Alpena Community College Board of Trustees accepts the budget as presented for FY 2022.

**2.805 Bids for Park Arena Floor Restoration**

The maple floor in the Alpena Campus’s Park Arena was installed, painted, and coated with an oil-based finish during the original construction of the arena in 1996. Since then, the floor has been regularly maintained using the recommended daily cleaning and annual refinishing process. This scheduled maintenance process has allowed the original finish and paint to exceed the expected life of 10-15 years and remain in use for the past 25 years. However, the floor now shows signs of delamination of the layers in the original finish. This delamination failure, along with the need to update the College logo and new NCAA requirements to relocate the three-point lines, is driving the need to sand, repaint, refinish, and restore the maple floor back to its original like-new condition.

A request for proposals was prepared by College officials and publicly advertised in the *Alpena News* and various virtual plan rooms. One bid was returned from Floor Care Concepts of Wyoming, Michigan, for a total not to exceed \$27,079. The work would take about 5 weeks to complete and could be done in the months of July and August 2021 without disruption to College activities.

Floor Care Concepts provided four design options for the new floor color layout and paint scheme. Members of the ACC Campus Beautification Committee reviewed the design options and selected the option shown below:



Therefore, the following resolution is proposed:

The Board of Trustees approves the contract with Floor Care Concepts of Wyoming, Michigan, for a total not to exceed \$27,079. The work will take place in the months of July and August 2021 without disruption to College activities..

## **2.806 Bids for Overhaul of Telecommunications Platform**

Alpena Community College is nearing the end of a five-year contract with telco provider TelNet WorldWide. ACC's existing phone hardware and backend systems are considerably outdated. Office phones and other hardware have not only reached end-of-life, but the features available to end users are lacking in an increasingly remote and mobile workforce. Additionally, the TelNet platform does not mesh well with the guidelines established by our Emergency Management Team and there is sufficient concern our environment may be a bottleneck in responding to an emergency situation.

Therefore, a major upgrade is necessary to increase productivity and safety as well as provide flexibility in supporting remote faculty and staff. The Office of Information Technology proposes to proceed with a substantial overhaul of our current telecommunications platform.

College officials have created a proposal which includes an investment in a full replacement of all office and house phones, new phones in every classroom for emergency purposes, new speakers for the broadcast system, and integration with our existing Cisco WebEx environment through additional licensing. With this integration, staff would be able to choose whether to answer or respond to calls using their office extension on any device such as a laptop, cell phone or office phone, and also access their voicemail through an app if they choose.

This upgrade would also be an improvement for campus emergency notifications, as the additional speakers and phones would greatly expand our ability to reach out and broadcast messages as quickly as possible. Moreover, every device would be equipped with geolocation capabilities that will allow 911 emergency services to respond more efficiently.

From a maintenance standpoint, this new system would be much better supported and more modern, making it easier to deploy changes and fix problems. Also, integration with our existing WebEx environment greatly simplifies management and billing by condensing the number of vendors and portals used to administer users and devices.

There are also significant cost savings to be considered. Moving from a dedicated telco provider to a licensing model provided by Cisco will allow the College to significantly reduce the charges incurred on our monthly phone bill, which currently sits around \$3,000 per month on average.

Funding for this project is eligible for CARES Act funds, as the WebEx integration would provide accommodations for our remote workforce and give them more freedom and flexibility. Their phone numbers would no longer be tied to one physical location and new features would allow staff to find a solution that best fits their workflow.

College officials solicited bids from three companies for a new CISCO IP phone telecommunications platform. Bids were to include licensing, hardware, and support costs. Two companies, CDWG and Heartland Business Systems, responded to the RFP.

<b>Item</b>	<b>CDWG (1-year cost)</b>	<b>CDWG (5-year cost)</b>	<b>Heartland (1-year cost)</b>	<b>Heartland (5-year cost)</b>
Licenses	\$16,948.80	\$84,744.00	\$22,570.26	\$112,851.30
Hardware	\$39,896.25	\$39,896.25	\$37,131.00	\$37,131.00
SmartNet Total Care		\$17,437.50		\$24,903.00
Deployment Support		\$17,388.72		\$3,000.00
<b>Total</b>		<b>\$159,466.47</b>		<b>\$177,885.30</b>

Based on the bid information, College officials recommend the CDWG bid due to significant savings on licensing fees over five year.

Therefore, the following resolution is proposed:

The Board of Trustees approves the bid from CDWG for a cost not to exceed \$159,466.47 for telecommunications licensing, hardware, and support.

## 2.807 Expansion of Digital Marketing and Advertising Services

Throughout its history Alpena Community College has strived to provide high-quality educational opportunities at affordable prices to all those who could benefit. As ACC's expansion of remote and online coursework enables more students from outside our traditional service area to take ACC courses, it is appropriate to review the ways in which the College promotes its programs and communicates with potential students. Reaching more students outside of ACC's traditional service area has increased in importance due to continuing changes in Northeast Michigan's demographics.

In the past several months ACC officials have discussed strategies for expanding the College's marketing activities and promoting several academic programs. A pilot two-month digital marketing campaign using Spectrum Reach is currently underway and has already yielded increased exposure for ACC and the Nursing Program.

College officials are proposing to expand the College's digital marketing expenditures for Fiscal Year 2022, enabling the College to conduct a year-long coordinated marketing campaign that will reach potential students and educational decision makers in a greatly expanded geographic area. The goal of the campaign is to increase awareness of ACC, attract more out-of-district students, and maximize enrollment in ACC programs.

A breakdown of the proposed digital marketing campaign includes:

- Addressable display ads
- Addressable video ads
- Display advertising with retargeting
- General video ads
- Search advertising in custom ZIP codes with custom keywords and call tracking

As part of the project evaluation process College officials researched other digital marketing providers in Michigan; while many providers could supply parts of the proposed digital marketing campaign, only Spectrum Reach could provide all of the desired digital marketing services, which includes cable TV advertising and access to ACC's vault of B-roll video footage. As a national company Spectrum Reach has access to top-quality research and highly trained specialists in the gamut of digital advertising activities which will minimize unnecessary spending and maximize exposure to potential students. Additionally, Spectrum Reach maintains an Alpena office and representative who is familiar with ACC and provides much-needed in-person assistance for planning and executing marketing campaigns. Lastly, Spectrum provides a variety of reporting and analytics features which help increase the effectiveness and measure the success of ad campaigns based on key performance factors. College officials have determined these circumstances justify a decision not to conduct a formal bid process for the digital marketing services.

Therefore, the following resolution is proposed:

The Board of Trustees approves the contract with Spectrum Reach for an amount not to exceed \$60,000 for digital marketing services for Fiscal Year 2022.

## **2.808 Window Lintel Restoration**

As part of the renovation of Van Lare Hall, the masonry on the exterior of the building will be repaired and restored. This includes tuck-pointing joints, replacement of broken bricks, and filling of gaps and holes as part of the state capital outlay project. This masonry restoration work was competitively bid and awarded to RAM Construction Services. Upon review of the masonry conditions during the post-bid interview with RAM Construction Services, it was discovered that the lintels over the windows also need repair. This would include removing the existing brick above the windows, replacing the steel support above the windows, and replacing the brick with proper weep channels to help prevent future decay.

The repairs to the lintels would be outside of the scope of the state capital outlay project. These repairs would be funded separately by the College from the Maintenance and Replacement Fund. RAM Construction Services provided a bid of \$37,952 to repair the 31 deteriorated window lintels.

Therefore, the following resolution is proposed:

The Board of Trustees approves the contract with RAM Construction Services for an amount not to exceed \$37,952 for repairing window lintels in Van Lare Hall.



## 2.809 Certification of MCCA Board of Directors Representatives

Article VII, Sec. 1 and 2 of the Michigan Community College Association (MCCA) Bylaws states:

*“There shall be a Board of Directors composed of the chief administrative officer of each member college and one member of the governing board. The governing board of each member college shall also designate an alternate who shall serve in the absence of its governing board member Director of the Association.*

*Prior to July 15 each year, each member college shall certify to the Secretary of the Association its members of the Board of Directors.”*

Each July the MCCA asks each participating community college to complete a Certification Form for the designation of representatives; that certification includes an official board action appointing the representatives.

Therefore, the following resolution is proposed:

Dr. Don MacMaster is appointed to the 2021-22 MCCA Board of Directors as President Director representing Alpena Community College as of July 1, 2021.

\_\_\_\_\_ is appointed to the 2021-22 MCCA Board of Directors as Trustee Director representing Alpena Community College as of July 1, 2021.

\_\_\_\_\_ is appointed to the 2021-22 MCCA Board of Directors as Alternate Trustee Director representing Alpena Community College as of July 1, 2021.

#### 4.028 Financial Report

##### Monthly General Fund Revenue and Expense through May 2021 (Year to Year Actual Comparison)

- The property tax receipts of \$2,734,107 are \$68,695 more than those for May 2020, a little higher than expected.
- Tuition/fee receipts of \$5,940,798 are \$275,965 less primarily due to lower than expected enrollments.
- State aid is as expected.
- Federal revenue displays the entire \$2,435,600 in Paycheck Protection Program funding as recorded through May. The College applied for the forgiveness portion of the program and it has been approved.
- Instruction and Instructional Support are as expected for this time of year.
- Student services is as expected for this time of year due to the changeover in registrar from last year.
- Institutional Administration is higher as expected due to the addition of the Alumni Relations position, and changes in healthcare coverage.
- Physical plant is lower due to lower energy costs and lower overtime.
- All other expense areas are as expected for this time of year.
- Net income through the eleventh month of the year shows as a gain of \$2,403,155, due to PPP funds recorded, reduced by lower than anticipated tuition and fee revenue.

##### Monthly General Fund Revenue and Expense through May 2021 (Budget to Actual Comparison)

- Supplies costs are down due to the lower number of students and staff on campus.
- Travel is down compared to last year due to COVID 19 travel restrictions.
- Other expenses are higher due to greater usage of credit card payment and increased debt write-offs.
- All expense categories are in acceptable ranges for this stage of the year.

##### General Fund Month to Month Comparison through May 2021

- Supplies for the month were high due to timing of acquisition of supplies.
- Utilities bounce around due to the method of payment and timing.
- Library Books & Equipment is higher due to OIT data processing and equipment purchases.
- All other Month-to-Month comparisons are tracking as expected.

**Alpena Community College**  
**General Fund**  
**Year-to-Year Actual Comparison**  
**For the Eleven Months Ending May 31, 2021**

Description	YTD Actual FY 2021	YTD Actual FY 2020	YTD Actual Variance
<b>Revenue</b>			
Property Tax	2,734,107	2,665,412	68,695
Tuition/Fees	5,940,798	6,216,763	(275,965)
Sales, Service, and Rent	18,422	22,510	(4,088)
State Aid	4,509,920	4,517,634	(7,714)
Local	0	0	0
State	0	0	0
Federal	2,483,582	53,077	2,430,505
Cost Recovery	0	0	0
Interest	1,018	14,795	(13,777)
Other	4,680	4,666	14
<b>Revenue</b>	<b>15,692,527</b>	<b>13,494,857</b>	<b>2,197,670</b>
<b>Expense</b>			
Instruction	6,689,369	6,629,854	59,515
OIT	908,650	879,920	28,730
Public Service	0	0	0
Instruction Support	1,321,278	1,237,996	83,282
Student Services	1,184,581	1,249,852	(65,271)
Institutional Administration	1,812,848	1,739,606	73,242
Physical Plant	1,372,646	1,386,205	(13,559)
<b>Expense</b>	<b>13,289,372</b>	<b>13,123,433</b>	<b>165,939</b>
Income	2,403,155	371,424	2,031,731
Net Assets - Beginning of Year	1,499,720	1,484,515	1,499,720
Net Assets - End of Year	3,902,875	1,855,939	3,531,451

**Alpena Community College**  
**Comparative Income Statement**  
**General Fund**  
**For the Eleven Months Ending May 31, 2021**

Description	FY 2021 Budget	FY 2021 YTD Actual	FY 2021 Variance	FY 2021 Complete	FY 2020 Complete
<b>Revenue</b>					
Property Tax	2,747,891	2,734,107	(13,784)	99.50%	99.71%
Tuition/Fees	6,171,780	5,940,798	(230,982)	96.26%	103.04%
Sales, Services, and Rent	22,000	18,422	(3,578)	83.74%	102.32%
State Aid	5,956,080	4,509,920	(1,446,160)	75.72%	76.36%
Federal	61,000	2,483,582	2,422,582	4071.45%	91.86%
Cost Recovery	71,824	0	(71,824)	0.00%	0.00%
Interest	5,000	1,018	(3,982)	20.36%	591.80%
Other	7,920	4,680	(3,240)	59.09%	64.81%
Revenue	<u>15,043,495</u>	<u>15,692,527</u>	<u>649,032</u>	<u>104.31%</u>	<u>91.30%</u>
<b>Expense</b>					
Salaries	8,294,944	7,907,241	387,703	95.33%	95.62%
Fringe Benefits	4,026,815	3,526,855	499,960	87.58%	87.80%
Outside Services	764,787	708,578	56,209	92.65%	95.27%
Advertising	181,500	158,151	23,349	87.14%	88.26%
Supplies	200,040	134,782	65,258	67.38%	67.35%
Rental	0	0	0	0.00%	0.00%
Utilities	459,390	335,593	123,797	73.05%	68.08%
Telephone	55,000	35,868	19,132	65.21%	80.83%
Postage	37,500	27,925	9,575	74.47%	71.89%
Insurance	146,000	127,813	18,187	87.54%	96.13%
Travel & Mileage	78,262	10,869	67,393	13.89%	54.19%
Tuition Waivers	207,000	184,391	22,609	89.08%	95.53%
Library Books & Equipment	100,349	66,968	33,381	66.74%	74.15%
Other	115,000	64,338	50,662	55.95%	38.06%
Transfers	376,908	0	376,908	0.00%	3.84%
Expense	<u>15,043,495</u>	<u>13,289,372</u>	<u>1,754,123</u>	<u>88.34%</u>	<u>88.78%</u>

Description	FY 2021 Budget	FY 2021 YTD Actual
Income	0	2,403,155
Net Assets - Beginning of Year	1,499,721	1,499,721
Net Assets - End of Year	<u>1,499,721</u>	<u>3,902,876</u>

## Alpena Community College General Fund Month to Month Tracking For the Eleven Months Ending May 31, 2021

Description	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	Jun	YTD	Budget
<b>Revenue</b>														
Property Tax	125,338	405,809	16,764	4,846	6,573	312,328	742,673	849,127	270,587	63	0	0	2,734,108	2,747,890
Tuition/Fees	2,827,522	440,943	(128,110)	288,649	1,727,207	353,189	242,419	20,869	85,029	67,572	15,508	0	5,940,797	6,171,780
Sales, Services, and Rent	3,875	(474)	1,250	3,875	0	1,020	125	3,875	875	3,875	126	0	18,422	22,000
State Aid	0	5,355	(5,355)	475,359	679,944	555,057	538,663	545,234	538,663	538,663	638,337	0	4,509,920	5,956,080
Federal	1,082,117	1,358,851	3,009	10,122	3,912	4,285	3,995	5,900	4,168	3,028	4,195	0	2,483,582	61,000
Cost Recovery	0	0	0	0	0	0	0	0	0	0	0	0	0	71,824
Interest	0	173	108	39	51	0	0	294	110	207	37	0	1,019	5,000
Other	0	205	395	345	360	720	462	490	423	685	596	0	4,681	7,920
<b>Revenue</b>	<b>4,038,852</b>	<b>2,210,862</b>	<b>(111,939)</b>	<b>783,235</b>	<b>2,418,047</b>	<b>1,226,599</b>	<b>1,528,337</b>	<b>1,425,789</b>	<b>899,855</b>	<b>614,093</b>	<b>658,799</b>	<b>0</b>	<b>15,692,529</b>	<b>15,043,494</b>
<b>Expense</b>														
Salaries	869,947	577,565	637,073	781,188	635,130	921,431	647,922	873,571	691,401	649,891	622,122	0	7,907,241	8,294,943
Fringe Benefits	367,859	273,355	287,305	283,077	309,985	388,938	298,440	389,486	319,978	302,789	305,643	0	3,526,855	4,026,815
Outside Services	221,427	26,134	79,705	41,337	64,223	41,334	25,790	99,662	16,002	61,351	31,612	0	708,577	764,787
Advertising	3,549	19,461	28,224	11,876	7,346	10,950	31,673	16,270	3,495	4,216	21,091	0	158,151	181,500
Supplies	4,578	10,758	10,983	12,966	24,053	10,620	6,756	9,128	6,772	21,217	16,951	0	134,782	200,040
Rental	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Utilities	129	646	28,809	24,243	28,586	40,548	33,840	35,875	90,669	19,658	32,589	0	335,592	459,390
Telephone	81	0	3,712	3,702	3,752	3,729	6,808	409	3,440	3,625	6,610	0	35,868	55,000
Postage	1,952	0	6,223	174	5,681	1,355	5,000	493	6,668	77	302	0	27,925	37,500
Insurance	62,198	0	25,693	5,574	(2,156)	36,504	0	0	0	0	0	0	127,813	146,000
Travel & Mileage	311	2,298	1,475	713	396	2,075	968	173	450	347	1,663	0	10,869	78,262
Tuition Waivers	1,177	73,833	43,715	598	0	(150)	57,299	1,000	6,782	0	138	0	184,392	207,000
Library Books & Equipment	21,729	1,408	5,739	30	101	749	13,770	678	4,519	4,103	14,142	0	66,968	100,349
Other	876	3,582	4,061	17,112	2,225	1,635	3,285	17,409	7,091	2,638	4,424	0	64,338	115,000
Transfers	0	0	0	0	0	0	0	0	0	0	0	0	0	376,908
<b>Expense</b>	<b>1,555,813</b>	<b>989,040</b>	<b>1,162,717</b>	<b>1,182,590</b>	<b>1,079,322</b>	<b>1,459,718</b>	<b>1,131,551</b>	<b>1,444,154</b>	<b>1,157,267</b>	<b>1,069,912</b>	<b>1,057,287</b>	<b>0</b>	<b>13,289,371</b>	<b>15,043,494</b>
<b>Income</b>	<b>2,483,039</b>	<b>1,221,822</b>	<b>(1,274,656)</b>	<b>(399,355)</b>	<b>1,338,725</b>	<b>(233,119)</b>	<b>396,786</b>	<b>(18,365)</b>	<b>(257,412)</b>	<b>(455,819)</b>	<b>(398,488)</b>	<b>0</b>	<b>2,403,158</b>	<b>0</b>

#### **4.029 Personnel Report**

New hires, terminations, and status changes from May 12 to June 8, 2021.

##### New Hires:

- Brian Schorn, Full-Time Faculty – Fine Arts Instructor, effective 07/26/2021.

##### Re-Hires:

- None.

##### Transfers:

- None.

##### Resignations:

- None.

##### Transfers:

- None.

##### Retirements:

- None.

##### Name Changes:

- None.

#### **4.030 Gifts and Grants Report**

This report reflects the following activity for pledges and gifts received by ACC and the ACC Foundation between May 12 and June 8, 2021.

#### **Total Donors: 53**

New Gifts:	\$16,118.00
Pledge Payments:	\$5,778.00
New Pledges:	\$0