

Approved Minutes of the Regular Meeting
Alpena Community College Board of Trustees
November 17, 2022
665 Johnson Street, Alpena, MI 49707

On Thursday, November 17, 2022, 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 called to order at 7:00 p.m. by Chairman Briggs.

Trustees present in person for the regular meeting: John Briggs, Teresa Duncan, Joseph Gentry II, Lisa Hilberg, Susan Stender, Florence Stibitz, and Tom Townsend. Absent trustees: none.

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

Chairman Briggs led the Pledge of Allegiance.

Approval of Agenda

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

Approval of the Proposed Minutes from the October 20, 2022, Regular Board Meeting and October 27, 2022, Special Board Meeting

Trustee Gentry made the motion to approve the proposed regular meeting minutes from the October 20, 2022, board meeting and the proposed meeting minutes from the October 27, 2022, special board meeting; Trustee Hilberg seconded the motion. Ayes: 7. Nays: 0. Motion approved.

Introduction of Guests and Public Comment

Guests attending the meeting in person or via Webex were: Officer Jason Collegnon, Alpena Police Department; Steve Fosgard, ACC administration; Richard Sutherland, ACC administration; Nancy Seguin, ACC administration; Christy Gibson, ACC staff; Brenda Herman, ACC administration; Todd Artley, ACC faculty; Rick Smith, ACC faculty; and Robert Tosch.

Robert Tosch addressed the trustees during the public comment portion of the meeting.

Communication(s)

None.

Board Member and Subcommittee Reports

Trustee Duncan noted the following recent ACC Foundation activities:

- The ACC Foundation met on October 27 for a quarterly meeting.

- The Foundation received a clean audit from Staley, Lamp & Kraenzlein for fiscal year 2022.
- The Foundation will be holding 3-4 donor stewardship events in place of the traditional scholarship luncheon. The new format will encompass a larger variety of donors, not just scholarship donors. This will enable the ACC Foundation to thank donors who give to other areas of the College such as athletics, emergency funds, and unrestricted funds. Encouraging donors to give unrestricted gifts is important so that we have a pool of money available when a specific need arises. For example, the recent creation of the Early College Housing Assistance program.
- The Foundation had four trustees renew their terms at the October board meeting. Sue Fitzpatrick, Beach Hall, Jackie Krawczak, and Jim Boldrey have all agreed to an additional 4-year term with the ACC Foundation.
- The Office of Alumni Relations recently held a gathering on campus of the first five graduating classes (1954-1958). The group that attended were delighted to take a walk back in time visiting with each other and reviewing old photographs from the time period that that attended ACC. Incidentally, this group all has one thing in common: none of them attended classes on the campus we now know as ACC. Their classes were held at Alpena High School prior to Central Hall being built. In addition, the annual alumni basketball game was held on November 12th and was well attended. This event connects alumni athletes as well as raises money for the athletic program. Additional alumni gatherings are currently being planned for the coming months.
- See the attached file for a summary of support from ACC Foundation to the College over the past 24 years.
- Giving Tuesday is coming up on November 29. The ACC Foundation is once again participating with the Community Foundation of Northeast Michigan in their Giving Tuesday campaign. Last year we won the “golden goose” by being the organization that raised the largest amount of money on Giving Tuesday. We want to do it again! Can you please encourage the trustees to make a gift to ACC Foundation on 11/29 via the CFNEM website? Also, ask them to invite their family and friends to support the ACC Foundation by sharing our social media posts over the next 12 days.

Chairman Briggs outlined his current participation in the Oscoda-Wurtsmith Airport Local Development Finance Authority. He also mentioned some of the Finance Authority’s recent activities and priorities.

Student Report

Newly hired Student Services Technician Christy Gibson was introduced by Dean of Students Nancy Seguin. Gibson shared some of her personal and work history and also mentioned a number of new activities in which she was involved in the Student Success Center.

Faculty Report

Instructor Todd Artley introduced new Utility Tech Instructor Rick Smith; Smith is a graduate of the ACC UTT program and has worked in a variety of utility-related jobs. He was quickly recruited to fill the vacant teaching position left when Michael Artrip resigned just prior to the start of Fall Semester.

President's Report

President's Report to the Alpena Community College Board of Trustees
November 17, 2022

Michigan Community College Funding Formula Task Force Update

The Michigan Community College Funding Formula Task Force met Wednesday afternoon. Comprised of officials from the State Budget Office, the House and Senate Fiscal Agencies, two Senators, and two House members, MCCA president Brandy Johnson, and presidents Dr. Glenn Cerny (Schoolcraft), Dr. Beverly Walker-Griffea (Mott), and Dr. Don MacMaster (Alpena), the task force meeting gave each president approximately 20 minutes to describe the strengths and weaknesses of the current formula and recommendations for change, if any. A final report from the task force is due in mid-December. Please reference handouts for additional context.

[President MacMaster distributed four handouts which contained data comparing ACC to the other Michigan community colleges.]

Action Items

2.859 Appointment of John Briggs to Serve as a Trustee on the Oscoda-Wurtsmith Airport Local Development Finance Authority

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

NOW, THEREFORE BE IT RESOLVED THAT Alpena Community College does hereby appoint Mr. John Briggs to serve as Trustee on the Oscoda-Wurtsmith Airport – Local Development Finance Authority until December 31, 2024.

Ayes: 7. Nays: 0. Motion approved.

2.860 Purchase of Anatomage Virtual Dissection Table for the Oscoda Campus

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

The Alpena Community College Board of Trustees approves the purchase of one Anatomage Table Clinical from Anatomage Inc. at a cost not to exceed \$62,200.00.

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 \$606,255 are \$21,132 more than those for October 2021, as expected.
- Tuition/fee receipts of \$3,158,511 are \$290,183 less than last year at this time because Spring registration began October 25 last year, four workdays earlier. Registration typically starts the last Monday in October.
- State aid for the current year is \$549,150 because of the normal start month of October, \$19,000 more than last year. Additionally, \$81,364 was received for personal property tax, approximately \$9,000 less than last year. The College also received a one-time payment of \$225,700 last year. These differences total to around a negative \$215,700.
- There are no HEERF funds available this year.
- Instruction is lower due to a couple of faculty retirements.
- OIT's increase is due to planned wage increases and timing of software purchases.
- Instruction support is elevated because of a vacation payout and timing of an expense compared to last year.
- Student services is lower due to timing of advertising and promotion purchases.
- Net income through the first four months of this fiscal year shows as a loss of \$653,873.

Personnel Report

New hires, terminations, and status changes from October 10 to November 7, 2022.

New Hires:

- Kelli Leask, Interim Director of Nursing, effective 10/24/2022.

Re-Hires:

- None.

Transfers:

- Dr. Melissa Fournier-Thomas, transferred from Director of Nursing to Director of Special Projects, effective 10/24/2022.

Resignations:

- None.

Terminations:

- None.

Retirements:

- None.

Name Changes:

- None.

Position Name Changes:

- None.

Gifts and Grants Report

This report reflects the following activity for pledges and gifts received by ACC and the ACC Foundation between October 10 and November 7, 2022.

Total Donors:	32
New Gifts:	\$121,215.00
Pledge Payments:	\$10,000.00
New Pledges:	\$0.00

Board Discussion

President MacMaster briefed the trustees on his recent discussion with representatives of the Alpena County Board of Commissioners regarding the status of the building on Wilson Street currently housing District Health Department #4. The County has requested that ACC extend the reverter clause on the building for another 20 years. President MacMaster asked the Property Subcommittee to consider meeting to discuss the proposal so that an action item can be brought to the full ACC board at the December board meeting.

Trustee Stibitz thanked President MacMaster and his wife for donating their time and cooking talents to the recent Association of Lifelong Learners spaghetti dinner fundraiser.

Trustee Gentry asked President MacMaster about recent developments related to the Alpena-Montmorency-Alcona Educational Service District and efforts to bring a teacher credentialing program to the area. President MacMaster informed the trustees of a recent conversation with AMA-ESD Superintendent Justin Gluesing about an online prototype apprenticeship program which could be offered by ACC in cooperation with Northern Michigan University and Central Michigan University. More details about that program will be shared as they become available.

New Business

None.

Suggested Future Agenda Items

None.

Next Regular Meeting

The next regular meeting of the ACC Board of Trustees will be Thursday, December 15, 2022, at 7:00 p.m., in the Roger C. Bauer Board Room, 400 Donnelly Natural Resources Center. Virtual attendance will be available through Webex.

Adjournment

The regular meeting was adjourned at approximately 8:05 p.m.

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