

Approved Minutes of the Regular Meeting
Alpena Community College Board of Trustees
March 21, 2024
665 Johnson Street, Alpena, MI 49707

On Thursday, March 21, 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 7:08 p.m. by Chair John Briggs.

Prior to the start of the regular meeting, trustees Briggs, Duncan, and Hilberg toured the Facilities Office and the welding lab in Besser Technical Center and the manufacturing lab in the Newport Center.

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

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

Chair Briggs led the Pledge of Allegiance.

Approval of Agenda

Moved by Trustee Gentry that the agenda be approved as presented; the motion was seconded by Trustee Hilberg. Ayes: 4. Nays: 0. Motion approved.

Approval of the Proposed Minutes of the February 15, 2024, Regular Meeting

Trustee Duncan made the motion to approve the proposed minutes of the February 15, 2024, regular board meeting; the motion was seconded by Trustee Hilberg. Ayes: 4. Nays: 0. Motion approved.

Introduction of Guests and Public Comment

Guests attending the meeting in person or via Webex were: Officer J.T. Valley, Alpena Police Department; Temi Fadayomi, The Alpena News; Dr. Paige Gordier, ACC administration; Dr. Nick Brege, ACC administration; Kurt Konieczny, ACC administration; Brian Schorn, ACC faculty; Christopher Geister, ACC student; Erynn Ziegler, ACC student; and Bob Tosch (via Webex).

Bob Tosch delivered his public comments virtually via Webex.

Communication(s)

None.

Board Member and Subcommittee Reports

Trustee Duncan noted the following points related to the ACC Foundation:

- The Office of Alumni Relations is seeking nominations for the Distinguished Graduate Award. Nominations are due March 31st. For more information, contact Mary Eagan, Director of Alumni Relations.
- The scholarship application deadline has been extended to March 31st. Due to a delay in receiving FAFSA information from the federal government, scholarship awarding will be delayed by a few months. We are hoping to get the needed information and begin making awards in May.

Faculty Report

Art Instructor Brian Schorn delivered a brief overview of activities in the Art Department over the last three years. He mentioned:

- The creation of a state-of-the-art digital design lab with Apple computers.
- New white exhibition panels were installed and are now being used.
- A new course, “Sound Art,” will be offered soon.
- Art program enrollment has grown from approximately 20 students three years ago to approximately 70 this year.

Student Report

Art students Christopher Geisen and Erynn Ziegler told the trustees about their experiences as an ACC student. Geisen is going on to study at the Center for Creative Studies in Detroit, and Ziegler has helped develop a number of art activities which help people express themselves.

President’s Report

President’s Report to the Alpena Community College Board of Trustees
March 21, 2024

Congressionally Directed Spending Awarded to ACC for Student Housing

Thanks to the support of U.S. Senator Gary Peters, ACC recently received a \$1.75 million Congressionally Directed Spending appropriation in the FY24 federal budget to add 32 more beds of on-campus student housing. The appropriation will run through the United States Department of Agriculture, Rural Development, Community Facilities account and will require College compliance with all program stipulations mandated by that agency. A detailed cost estimate for adding another 32 beds to the 64 beds ACC currently owns and manages is \$4.7 million with a projected 10-month construction cycle. College staff is actively seeking the remainder of the funding through a combination of State appropriation, existing College resources, and potential ACC Foundation fundraising support. Thanks

again to Senator Peters for his ongoing support of ACC and the entire Alpena region. His advocacy continues to make a difference.

Besser Tech Center Boilers Require Attention

Currently the Besser Tech Center boiler room supplies hot water to heat both the Besser Tech Center and the Newport Center buildings. Most of the pumping system is from the early 1960s and the three Fulton Pulse Boilers were installed in 2007. Since early January, we have had one of the three boilers shut down and isolated due to mechanical failure and found that it's ultimately non-repairable. We have been running with two boilers and have experienced periodic failures which have caused disruptions to campus operations. We also have data telling us that a second boiler could be near failure which leaves us vulnerable and motivates the need to address the Besser Tech boiler situation as we enter summer break. Facilities director Kurt Konieczny and Dr. Nick Brege, Vice-President for Administrative Services, are here to discuss the situation in more detail.

ACC Athletes Earn Post-Season Honors

ACC's men and women's basketball recently completed successful seasons. The following players received post-season honors:

- Allie Urlaub, sophomore: third team All-Northern Conference
- Emily Jackson, freshman: honorable mention All-Northern Conference
- Carmen Dellar, freshman: honorable mention All-Northern Conference
- Makayla Kamyszek, sophomore: honorable mention All-Northern Conference
- Davarion Mitchell, sophomore: first team All-Northern Conference
- Eli Hennings, freshman: first team All-Northern Conference
- Trevon Johnson, freshman: honorable mention All-Northern Conference.

Congratulations to all the players and coaches for an exciting season of ACC Lumberjack basketball.

Action Items

None.

Financial Report

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

- The property tax receipts of \$2,564,306 are \$215,013 more than those for February 2023. Much of the positive variance from last year was expected as property tax revenue was budgeted to increase this year. However, a portion of the variance is due to receiving some payments earlier compared to this time last year.

- Tuition/fee receipts of \$6,548,323 are \$670,039 more than last year largely due to higher-than-expected billable contact hours.
- State aid for the current year is \$3,185,220 and is \$263,335 more than last year as expected.
- Interest income is derived from the significant cash balances swept into money market accounts. The increase from last year is due to changing the way the College invests those funds. We are now taking full advantage of the higher rates available.
- Other revenue is \$93,108 higher than last year primarily due to the timing of the ADN to BSN Completion grant transfer.
- OIT is higher due to the annual Ellucian software cost expensed.
- Institutional Administration is significantly higher primarily due to legal fees (\$75,000), timing of advertising costs (\$42,000) and changes in fringe benefit selections (\$31,000).
- Net income through the first eight months of the fiscal year shows a gain of \$1,431,948, which is typical for this time of year.

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

- Outside Services are higher due to the Ellucian software expense and because of changes in legal and advertising fees as noted above.
- Supplies are much higher due to purchasing nursing student books/supplies packages through nursing instructional supplies and receiving for those supplies through course fees.
- All categories are in acceptable ranges for this stage of the year except as noted above.

General Fund Month to Month Comparison through February 2024

- The Month-to-Month comparisons are tracking as expected except as noted above.

Personnel Report

New hires, terminations, and status changes from February 6 to March 8, 2024.

New Hires:

- None.

Re-Hires:

- None.

Transfers:

- Julie Nowak, transferred from Substitute – Campus Services Receptionist to ESP2 Campus Services Receptionist, effective 02/26/2024.

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 the ACC Foundation between February 8, 2024, and March 11, 2024.

Total Donors:	114
New Gifts:	\$43,724.00
Pledge Payments:	\$3,740.00
New Pledges:	\$15,740.00

Board Discussion

President MacMaster mentioned that he plans to ask the ACC Foundation to undertake a \$1 million fundraising campaign to help defray the costs of adding 32 beds of student housing on the Alpena Campus. The ACC trustees expressed strong support for building the new housing units. Trustee Duncan volunteered to relay the ACC board's views to the ACC Foundation board; Trustee Gentry also volunteered to attend the ACC Foundation's upcoming April board meeting to be able to answer questions about the project.

Chair Briggs requested that an end-of-semester calendar of events be distributed to the trustees before or at the April board meeting.

New Business

None.

Suggested Future Agenda Items

None.

Next Regular Meeting

The next regular board meeting is scheduled for Thursday, April 18, 2024, at 7:00 p.m. The meeting is tentatively 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 8:06 p.m.

Respectfully submitted by
Denis J. Walterreit,
Secretary of the Board of Trustees
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