

Proposed Minutes of the Special Board Meeting
Alpena Community College Board of Trustees
Friday, January 31, 2025
665 Johnson Street, Alpena, MI 49707

On Friday, January 31, 2025, the Alpena Community College Board of Trustees held a special joint meeting with the Alpena Community College Foundation Board. The meeting was held at the Thunder Bay National Marine Sanctuary building at 500 W. Fletcher Street, in Alpena.

ACC Board of Trustees Chair John Briggs called the meeting to order at 9:01 a.m. and declared the meeting to be a workshop session and no official action would be taken.

Alpena Community College Board of 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.

Alpena Community College Foundation Board of Trustees members present in person: Susan Fitzpatrick, Tim Kuehnlein, Jim Boldrey, Ken Dragiewicz, Suzii LaMarre LaCross, Jackie Krawczak, Beach Hall, Mary Lappan, Max Lindsay, and Ryan Suszek.

Consultant Kathleen Guy, co-founder of the Eaton Cummings Group, was among the non-trustee attendees; her role at the meeting was to lead the workshop activities.

Guests attending the meeting included Dr. Nick Brege, Dr. Paige Gordier, Mary Eagan, Rob Enslin, Alpena County Sheriff’s Deputy Mike Lash, and Reagan Voetberg.

Pledge of Allegiance

ACC instructor and ACC Foundation Board member Tim Kuehnlein led the Pledge of Allegiance.

Public Comment

Deputy Mike Lash shared a flyer with information on a Jail Release Simulation event sponsored by the Michigan Center for Rural Health, the Northern Michigan Opioid Response Consortium, the Iosco Regional Education Service District, the Northeast Michigan Recovery Care Network, and the State of Michigan Department of Corrections. The event is scheduled for February 18, 2025, from 11 a.m. to 3 p.m., and will be held in the Newport Center, room 106, on the Alpena Campus.

Agenda

Following is the agenda distributed at the meeting.

**Alpena Community College
Foundation Board and Board of Trustees Workshop**

**Friday, January 31, 2025
8:30AM-4:00PM
Great Lakes Maritime Heritage Center**

**8:30 Continental Breakfast
9:00 Workshop Begins
Noon Lunch
4:00 Adjourn**

Workshop Goals

- Strengthen collaborative relationships.
- Recognize and celebrate collective achievements.
- Focus on fundraising effective practice.
- Understand the future vision of ACC and strategic donor investment opportunities.

Agenda

1. Welcome: John Briggs and Sue Fitzpatrick
2. Agenda Review—Kathleen Guy
3. Introductions—All
4. ACC Proud Facts—All
5. Talk About Our Future—Kathleen Guy
6. The Fundraising Cycle—Kathleen Guy
7. ACC's 2024-2027 Strategic Plan—Nick Brege
 - a. Overview
 - b. Q&A
 - c. Creating the “Case for Support” Story
 - d. Generating FAQs (Frequently Asked Questions)
8. Next Steps—All
9. Key Take-Away Messages from Today—All
10. Closing Remarks—John Briggs, Sue Fitzpatrick, Don MacMaster, Penny Boldrey

Meeting Details

The Alpena Community College Board of Trustees and the Alpena Community College Foundation Board gathered at 8:30 a.m. for a continental breakfast and informal conversation. The workshop began at 9:00 a.m. with ACC Board of Trustees Chair John Briggs calling the meeting to order.

Chair Briggs then delivered his opening remarks, followed by ACC Foundation President Sue Fitzpatrick and ACC President Dr. Don MacMaster. Consultant Kathleen Guy, co-founder of the Eaton Cummings Group, then took over leadership of the meeting and shared the workshop goals and an outline of the agenda. Participants were broken into four groups and participated in a variety of activities including:

- Sharing how they came to be associated with ACC and the ACC Foundation.
- Listing proud facts about the College and Foundation.
- Talking about possibilities for the future of the College and Foundation and what could be done to help facilitate those activities.

Each group shared their results with the whole gathering.

At approximately 11:45 a.m. the meeting was recessed so that attendees could eat lunch. At approximately 12:47 p.m. the workshop reconvened and Guy began talking about the fundraising cycle and how the College and Foundation can work together on cultivating donors and raising money for College needs.

ACC Vice President for Administration & Finance Nick Brege then led a discussion on ACC's Strategic Plan. After Brege's presentation ended Guy then asked participants to brainstorm "heroic" problems that the College and Foundation could work together to address.

Guy ended the meeting by summarizing the next steps she would take to analyze the results of the meeting and communicate them to both boards.

Adjournment

The joint board meeting was adjourned at approximately 3:08 p.m.

Next Regular Meeting

The next regular board meeting is scheduled for Thursday, February 20, 2025. The meeting is scheduled to be held in Room 400 of the Charles R. Donnelly Natural Resources Center. Virtual attendance will be available through Webex. The meeting will begin at 7:00 p.m.

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