
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 19, 2025
Meeting Time: 6:00 p.m. President's Evaluation (closed session); 7:00 p.m. regular meeting
Location of Meeting: Room 400, Charles R. Donnelly Natural Resources Center, 665 Johnson Street, Alpena, Michigan, and Online Via Webex
Date of Notice: Friday, June 13, 2025

The Alpena Community College Board of Trustees will gather for its regular monthly meeting on Thursday, June 19, 2025. At 6:00 p.m. the trustees will call for a closed session at the request of the president to conduct the president's 2025 evaluation. The closed session will end at approximately 6:45 p.m. and the board room will be opened to the public; the regular agenda portion of the meeting will begin at approximately 7:00 p.m. The meeting will be held in the Roger C. Bauer Board Room, Room 400 of the Charles R. Donnelly Natural Resources Center, 665 Johnson Street, Alpena. The meeting 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. Participants should be aware that the meeting may be recorded.

Join from the meeting link:

<https://alpenacc.webex.com/alpenacc/j.php?MTID=m3496a50993cbe28dcbd5f0c1ff72583c>

Join by meeting number:

Meeting number (access code): 2426 774 8561

Meeting password: vJSzyHaT974

Join by phone:

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Tap to join from a mobile device (attendees only)

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Join from a video system or application:

Dial 24267748561@alpenacc.webex.com

You can also dial [173.243.2.68](tel:173.243.2.68) and enter your meeting number.

Webex attendees are asked to mute their microphones except when speaking 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.



Denis "Jay" Walterreit
Secretary of the Board of Trustees

REGULAR MEETING AGENDA
ALPENA COMMUNITY COLLEGE BOARD OF TRUSTEES
Thursday, June 19, 2025, 7:00 p.m.

400 Donnelly Natural Resources Center, 665 Johnson Street, Alpena, MI 49707

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Approval of Agenda
- 4) Approval of the Proposed Minutes of the May 14, 2025, Regular 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: Thursday, August 21, 2025, 7:00 p.m. The meeting is scheduled to be held in person in Room 400 of the Charles R. Donnelly Natural Resources Center.
- 17) Adjournment

2.941 Fiscal Year 2026 Proposed Budget

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 2026 budgeting. State aid is estimated at \$6,928,181, an increase of 1.5% over FY 2025. This comprises 38.5% of the total revenue budget. Student enrollment is estimated to be slightly lower, with a one percent decrease from FY 2025, which saw a 4.7% increase in contact hours from FY 2024. Tuition and fees are projected to be about \$7,321,966. This comprises 40.7% of the total revenue budget. Local property taxes are expected to increase by 5.0%. The local property tax budget for FY 2026 of \$3,541,051 requires the use of the full voter-approved 2.5 mill levy, adjusted for the Headlee Amendment rollback to 2.4687 mills. This comprises 19.7% of the total revenue budget. It is anticipated that the full levy amount available will be needed for the foreseeable future.

Pay increases for all bargaining units will be at a step, if available, as contractually obligated. The College's health care cost increases are capped at 0.2% for calendar year 2025 and 2.9% for calendar year 2026 due to continued legislative action.

Therefore, the 2025-2026 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 1,800 enrollees (1,100 FYES)
- 2) Continue the assessment process of assuring the delivery of quality instruction and student services programs in preparation for the upcoming HLC reaccreditation.
- 3) Continue refinement of selected career programs to ensure that the offerings are attuned to modern technology and graduates are job-ready.
- 4) Provide more defined and focused attention to recruitment, admission, and retention activities in all areas through the marketing plan and student support services, including the ACC Foundation.
- 5) Further increase enrollments and refine services to be delivered by the Oscoda Campus that will meet the needs of Iosco County and the surrounding area.
- 6) Further implement personnel realignments to continue to improve the effectiveness of the capacity to deliver educational and support services.
- 7) Address the needs of our current and new K-12 partners and the home-schooled students for early college and dual enrollment.
- 8) Maintain and upgrade campus facilities and infrastructure while assessing the Campus Master Plan, taking into consideration the future use of the College's full 680 acres.
- 9) Continue implementing and developing 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 2025-2026.

ALPENA COMMUNITY COLLEGE
2025-2026 Proposed Budget

Proposed Revenue Budget — General Operating Fund

Description	Budget 2024-2025	Proposed Budget 2025-2026
Property Taxes	\$ 3,372,500	\$ 3,541,051
Tuition/Fees	6,643,144	7,321,966
State Aid	6,825,794	6,928,181
Other	456,780	184,605
Totals	<u>\$ 17,298,218</u>	<u>\$ 17,975,803</u>

Proposed Expenditure Budget — General Operating Fund

Description	Budget 2024-2025	Proposed Budget 2025-2026
Fine Arts	\$ 353,983	\$ 363,005
Communications	782,430	982,739
Social Sciences	676,064	686,377
Mathematics	705,980	713,825
Sciences	1,090,835	1,053,912
Physical Education	16,322	16,194
Health Education	3,883	3,852
Business	300,591	325,106
Data Processing / Computer Science	289,950	271,065
Secretarial & Office	88,626	93,957
Law Enforcement / Public Service	155,400	175,906
Media Production Technology	0	0
Design Technology	180,316	191,800
Mechanical Trades & Service Technology	491,285	508,210
Construction Trades Technology	292,114	318,017
Electrical & Electronic Trades	1,007,311	1,000,563
UAV Technologies	0	0
Apprenticeship Instruction	40,534	40,240

ALPENA COMMUNITY COLLEGE
2025-2026 Proposed Budget

Proposed Expenditure Budget — General Operating Fund, Continued

Description	Budget 2024-2025	Proposed Budget 2025-2026
Marine	92,098	100,862
Electrical Bachelors	162,410	165,046
Nursing	1,139,914	1,215,181
Other Health Related	18,054	17,920
Learning Labs	1,500	1,500
Career Guidance	4,160	4,127
Library / Media Services	236,430	254,660
Off-Campus Admin. / Oscoda Campus	258,247	266,133
Instruction Administration	1,089,022	1,170,940
Student Services	223,499	226,870
Financial Aid	527,078	574,780
Admissions / Records	756,967	775,675
Data Processing	1,403,076	1,400,922
General Administration	491,893	507,568
Word Processing and Copiers	27,082	27,091
Institutional Administration	1,353,658	1,380,309
Public Relations	303,458	313,513
Resource Development	323,108	312,771
Physical Plant	1,874,008	1,956,980
Transfers	536,932	558,188
Total	\$ 17,298,217	\$ 17,975,803

Unrestricted General Operating Fund Balance	Budget 2024-2025	Proposed Budget 2025-2026
Beginning Balance	\$ 2,779,798	\$ 2,779,798
Transfer From Fund Balance	0	0
Ending Balance	\$ 2,779,798	\$ 2,779,798

Designated Fund, 2025-2026

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 transfers from the general fund and 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 athletics, student activities, and the Wellness Center.

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 a wide range of activities that enhance the capacity of our staff to be more productive and valuable employees. Additionally, the College is able to support special events to assist the College in better communicating its leadership role to the service area (e.g. Science Olympiad).

Madeline Briggs University Center

In order to provide additional educational opportunities for our graduates who wish to stay close to home, the Madeline Briggs University Center is available for partnerships with four-year institutions to offer classes on campus. It is also home to the Association of Lifelong Learners, a partner in education offering a wide variety of learning opportunities and activities for the community.

Technology

This fund is for the acquisition of new or updated technology (e.g. updating computer labs, replacing servers, VCS equipment, etc.). It also funds classroom software such as Blackboard, the College's Learning Management System. Additionally, it is used to provide Technology Improvement Fund grants to update classroom technology.

ALPENA COMMUNITY COLLEGE
2025-2026 Proposed Budget — Designated Fund

Athletics/Student Activities

<u>Proposed Revenue Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Fees	\$ 194,734	\$ 200,700
Gate Receipts / Miscellaneous	5,000	5,000
Fitness Wellness Center Fees	10,000	12,000
Donations	25,000	0
Transfers	331,746	449,131
Total Revenues	\$ 566,480	\$ 666,831

<u>Proposed Expense Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Administration	\$ 155,153	\$ 150,943
Men's Basketball	39,956	42,956
Women's Basketball	39,956	42,956
Women's Volleyball	24,030	22,751
Women's Softball	44,700	44,700
Baseball	46,700	44,700
Men's Cross Country	16,530	16,530
Women's Cross Country	0	17,030
Men's Soccer	0	40,600
Women's Soccer	0	40,600
E-Sports	7,604	7,604
Subtotal (Athletics)	374,629	471,370
Fitness Wellness Center	181,851	185,461
Campus Activity Board	10,000	10,000
Subtotal (Student Activities)	191,851	195,461
Total Expenses	\$ 566,480	\$ 666,831

ALPENA COMMUNITY COLLEGE
2025-2026 Proposed Budget — Designated Fund (Continued)

Workforce Development

<u>Proposed Revenue Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Sales & Services	\$ 234,250	\$ 319,943
Facility Rental	10,000	6,000
Transfers	135,072	116,877
Total Revenue	\$ 379,322	\$ 442,820

<u>Proposed Expense Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Wages	\$ 126,672	\$ 136,752
Fringe Benefits	61,136	62,591
Contract Services	36,500	76,799
Supplies	9,320	47,865
Travel	0	1,935
Transfers	135,072	116,877
Total Expenses	\$ 368,700	\$ 442,820

Special Events/Staff Development

<u>Proposed Revenue Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Special Events - Gen. Fund Transfer	\$ 6,500	\$ 6,000
Staff Development - Gen. Fund Transfer	16,000	16,000
Total Revenues	\$ 22,500	\$ 22,000

<u>Proposed Expense Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Special Events - Supplies / Awards	\$ 6,500	\$ 6,000
Staff Development - Workshops / Grants	16,000	16,000
Total Expenses	\$ 22,500	\$ 22,000

ALPENA COMMUNITY COLLEGE
2025-2026 Proposed Budget — Designated Fund (Continued)

Madeline Briggs University Center

<u>Proposed Revenue Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Sales and Service	\$ 1,520	\$ 1,700
Transfer	180	3,400
Total Revenues	\$ 1,700	\$ 5,100
<u>Proposed Expense Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Other	\$ 1,700	\$ 5,100
Transfer	0	0
Total Expenses	\$ 1,700	\$ 5,100

Technology

<u>Proposed Revenue Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Technology Fee	\$ 197,130	\$ 243,102
<u>Proposed Expense Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Transfer	\$ 97,530	\$ 0
Equipment and Services	99,600	243,102
Total Expenses	\$ 197,130	\$ 243,102

ALPENA COMMUNITY COLLEGE
2025-2026 Proposed Budget — Designated Fund (Continued)

<u>TOTAL DESIGNATED FUND</u>	Budget 2024-2025	Proposed Budget 2025-2026
Revenue	\$ 1,167,132	\$ 1,379,853
Expense	\$ 1,156,510	\$ 1,379,853

Auxiliary Enterprises Fund, 2025-2026

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 high level of service to the College community. The Bookstore is now operating under a third party, Follett. The bookstore projects a \$7,000 sales commission contribution to the General Fund.

Food Service

The College has contracted with Fremont Catering of Alpena, Michigan, for the 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 FY 2026.

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 2025-2026 activities is estimated at \$7,000.

Housing

The College has available 16 units of affordable housing for 80 students. The College is holding the rent charged level for this year. It is anticipated that rental income will be approximately \$320,000. Housing expenses include the normal operating costs of the existing 16 units as well as budgeted transfers to support the construction of a new 34-bed housing building. The budget includes a transfer to the Plant Fund of \$214,089 for project costs and \$156,730 for new and existing debt service. The new building is expected to generate rental income beginning in FY 2027.

ALPENA COMMUNITY COLLEGE
2025-2026 Proposed Budget — Auxiliary Enterprises Fund

Bookstore

<u>Proposed Revenue Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Book Sales (Commission)	\$ 7,000	\$ 7,000
Total Revenues	<u>\$ 7,000</u>	<u>\$ 7,000</u>
<u>Proposed Expense Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Transfers	\$ 7,000	\$ 7,000
Total Expenses	<u>\$ 7,000</u>	<u>\$ 7,000</u>

Food Service

<u>Proposed Revenue Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Sales & Service	\$ 3,000	\$ 3,000
Transfer	7,000	7,000
Total Revenues	<u>\$ 10,000</u>	<u>\$ 10,000</u>
<u>Proposed Expense Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Contract Service	\$ 10,000	\$ 10,000
Total Expenses	<u>\$ 10,000</u>	<u>\$ 10,000</u>

ALPENA COMMUNITY COLLEGE
2025-2026 Proposed Budget — Auxiliary Enterprises Fund (Continued)

<u>Auto Service</u>		
	<u>Budget</u> 2024-2025	<u>Proposed</u> <u>Budget</u> 2025-2026
<u>Proposed Revenue Budget</u>		
Sales and Service	\$ 30,000	\$ 30,000
Total Revenues	\$ 30,000	\$ 30,000
	<u>Budget</u> 2024-2025	<u>Proposed</u> <u>Budget</u> 2025-2026
<u>Proposed Expense Budget</u>		
Cost of Goods / Services Sold	\$ 30,000	\$ 30,000
Total Expenses	\$ 30,000	\$ 30,000

<u>Transportation</u>		
	<u>Budget</u> 2024-2025	<u>Proposed</u> <u>Budget</u> 2025-2026
<u>Proposed Revenue Budget</u>		
Total Revenues	\$ 7,000	\$ 7,000
	<u>Budget</u> 2024-2025	<u>Proposed</u> <u>Budget</u> 2025-2026
<u>Proposed Expense Budget</u>		
Maintenance	\$ 7,000	\$ 7,000
Total Expenses	\$ 7,000	\$ 7,000

ALPENA COMMUNITY COLLEGE
2025-2026 Proposed Budget — Auxiliary Enterprises Fund (Continued)

	<u>Housing</u>	
	Budget 2024-2025	Proposed Budget 2025-2026
<u>Proposed Revenue Budget</u>		
Apartment Rental	\$ 311,800	\$ 311,700
Apartment Application Fee	7,500	8,000
Total Revenues	\$ 319,300	\$ 319,700
	Proposed Budget 2024-2025	Proposed Budget 2025-2026
<u>Proposed Expense Budget</u>		
Wages	\$ 88,977	\$ 88,977
Fringe Benefits	25,357	25,357
Services	5,200	5,200
Utilities	23,000	31,500
Maintenance and Other	26,800	29,300
Transfer to Plant Fund	0	214,089
Depreciation, Interest, Overhead	60,375	156,730
Total Expenses	\$ 229,710	\$ 551,153

ALPENA COMMUNITY COLLEGE
2025-2026 Proposed Budget — Auxiliary Enterprises Fund (Continued)

<u>TOTAL AUXILIARY ENTERPRISES FUND</u>	<u>Proposed Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Revenue	\$ 405,150	\$ 373,700
Expense	\$ 283,710	\$ 605,153

Restricted Fund, 2025-2026

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. Funding has been in place for many years for Educational Talent Search (ETS), the only remaining TRIO grant at the College. 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 Strengthening Institution Program Grant (SIP), which has been extended through September 2025. Likewise, the College is managing a \$2.0 million ADN-BSN Grant that runs through September of 2026. Lastly, the College was awarded a \$4.6 million Renewable Energy EIED Infrastructure Grant through the Michigan Public Service Commission to construct a 6-acre solar array on College property. That project is scheduled to begin in FY 2026 and conclude in August of 2026.

ALPENA COMMUNITY COLLEGE
2025-2026 Proposed Budget — Restricted Fund

TRIO Grant (Talent Search)

<u>Proposed Revenue Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Grant Funds	\$ 277,305	\$ 277,305
Indirect Cost Recovery	(18,857)	(18,857)
Total Revenues	\$ 258,448	\$ 258,448
<u>Proposed Expense Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Wages / Salaries	\$ 131,097	\$ 142,985
Fringe Benefits	106,829	83,642
Supplies and Other	20,522	31,822
Total Expenses	\$ 258,448	\$ 258,449

SIP Grant

<u>Proposed Revenue Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Grant	\$ 196,828	\$ 244,322
Indirect Cost Recovery	0	0
Total Revenue	\$ 196,828	\$ 244,322
<u>Proposed Expense Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Salary	\$ 110,148	\$ 112,837
Fringe Benefits	45,505	40,194
Contracted Services	35,000	91,291
Equipment	0	0
Other	6,175	0
Total Expenses	\$ 196,828	\$ 244,322

ALPENA COMMUNITY COLLEGE
2025-2026 Proposed Budget — Restricted Fund (Continued)

RE-EIED Grant

<u>Proposed Revenue Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Grant	\$ -	\$ 3,800,000
Indirect Cost Recovery	0	(380,000)
Total Revenue	\$ -	\$ 3,420,000
<u>Proposed Expense Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Salary	\$ -	\$ 253,333
Fringe Benefits	0	88,667
Contracted Services	0	3,078,000
Total Expenses	\$ -	\$ 3,420,000

ALPENA COMMUNITY COLLEGE
2025-2026 Proposed Budget — Restricted Fund (Continued)

Perkins Vocational/Applied Technical Education

	Budget 2024-2025	Proposed Budget 2025-2026
Special Populations Grant Funds	\$ 49,400	\$ 49,710
Instructional Equipment Grant Funds	39,170	33,871
College Local Leadership Grant Funds	9,200	9,200
Total Revenues	\$ 97,770	\$ 92,781
<u>Proposed Expense Budget</u>		
	Budget 2024-2025	Proposed Budget 2025-2026
Special Populations Wages	\$ 31,666	\$ 28,664
Special Populations Fringe Benefits	17,734	21,046
Special Populations Travel	0	0
Subtotal	\$ 49,400	\$ 49,710
Instructional Equipment	\$ 39,170	\$ 33,871
College Local Leadership	\$ 9,200	\$ 9,200
Total Expenses	\$ 97,770	\$ 92,781

ALPENA COMMUNITY COLLEGE
2025-2026 Proposed Budget — Restricted Fund (Continued)

	<u>CET Grant</u>	
<u>Proposed Revenue Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
State Support	\$ 45,000	\$ 45,000
<u>Proposed Expense Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Wages / Salaries	\$ 29,387	\$ 31,041
Fringe Benefits	15,192	10,926
Other	421	3,033
Total Expenses	\$ 45,000	\$ 45,000

ALPENA COMMUNITY COLLEGE
2025-2026 Proposed Budget — Restricted Fund (Continued)

College Work Study

<u>Proposed Revenue Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Grants	\$ 30,000	\$ 30,000

<u>Proposed Expense Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Student Wages	\$ 30,000	\$ 30,000

Pell Grant

<u>Proposed Revenue Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Federal Grant	\$ 1,425,000	\$ 1,425,000

<u>Proposed Expense Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Awards	\$ 1,425,000	\$ 1,425,000

Supplemental Education Opportunity Grant

<u>Proposed Revenue Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Federal Grant	\$ 58,000	\$ 58,000

<u>Proposed Expense Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Awards	\$ 58,000	\$ 58,000

ALPENA COMMUNITY COLLEGE
2025-2026 Proposed Budget — Restricted Fund (Continued)

ADN-BSN Grant

<u>Proposed Revenue Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Federal Grant	\$ -	\$ (409,554)
Total Revenue	\$ -	\$ (409,554)

<u>Proposed Expense Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Salary	\$ -	\$ 129,028
Fringe Benefits	0	64,117
Transfers	0	87,249
Equipment	0	125,000
Other	0	4,160
Total Expenses	\$ -	\$ 409,554

<u>TOTAL RESTRICTED FUND</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Revenue	\$ 2,111,046	\$ 2,153,551
Expense	\$ 2,111,046	\$ 2,153,551

Capital Equipment/Building Maintenance Fund, 2025-2026

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 received in this fund to support the long-term capital needs of the institution. Major projects for FY 2026 include the replacement of the pavers in front of the World Center for Concrete Technology as well as boiler replacement and roof restoration of that building.

ALPENA COMMUNITY COLLEGE
2025-2026 Proposed Budget

2025-2026 Capital Equipment/Building Maintenance Fund

<u>Proposed Revenue Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Facilities Fee	\$ 168,300	\$ 171,679
Transfer from General Fund	192,485	170,906
Transfer	0	0
Mandatory Transfer	0	0
	<hr/>	<hr/>
Total Revenues	\$ 360,785	\$ 342,585
	<hr/> <hr/>	<hr/> <hr/>
<u>Proposed Expense Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Equipment	\$ 338,000	\$ 45,000
Contract Services - Renovations	30,000	150,000
Buildings	232,000	116,000
Debt Service Transfer	0	0
	<hr/>	<hr/>
Total Expenses	\$ 600,000	\$ 311,000
	<hr/> <hr/>	<hr/> <hr/>

Plant Fund, 2025-2026

The Plant Fund is the depository for various state/local grants that are directed toward the construction of capital projects. The new student housing unit has an estimated total project cost of \$4,700,000 and has received federal support in the form of a \$1,750,000 congressionally directed spending item managed through the USDA Rural Development - Community Facilities program. The project will expand the capacity of student housing at ACC by more than 50%, with construction scheduled to begin in the summer of 2025.

ALPENA COMMUNITY COLLEGE
2025-2026 Proposed Budget

2025-2026 Plant Fund

<u>Proposed Revenue Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
State Funding	\$ -	\$ 837,286
Transfer from Housing Fund		214,089
Installment Purchase Agreement		1,150,000
Federal Funding	2,400,000	1,750,000
Donations	600,000	748,625
	<hr/>	<hr/>
Total Revenues	<u>\$ 3,000,000</u>	<u>\$ 4,700,000</u>

<u>Proposed Expense Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Professional Fees	\$ 75,000	\$ 400,000
Site Improvements	15,000	250,000
Construction in Progress	2,000,000	4,050,000
Equipment	910,000	0
	<hr/>	<hr/>
Total Expenses	<u>\$ 3,000,000</u>	<u>\$ 4,700,000</u>

Debt Service Fund, 2025-2026

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. An additional, new installment purchase agreement is budgeted beginning in FY 2026 to help fund the new student housing project. It is budgeted that the College will borrow approximately \$1,150,000 to be paid back over 20 years. The actual interest rate has not yet been determined, so an estimated interest expense has been budgeted for FY 2026.

ALPENA COMMUNITY COLLEGE

2025-2026 Proposed Budget

2025-2026 Debt Service Fund

<u>Proposed Revenue Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Transfer Facility Fee	\$ -	\$ -
Transfer Housing Fund	47,451	156,730
Total Revenues	<u>\$ 47,451</u>	<u>\$ 156,730</u>
<u>Proposed Expense Budget</u>	<u>Budget 2024-2025</u>	<u>Proposed Budget 2025-2026</u>
Principal	\$ 34,000	\$ 94,000
Interest	13,451	62,730
Total Expenses	<u>\$ 47,451</u>	<u>\$ 156,730</u>

ALPENA COMMUNITY COLLEGE
2025-2026 Proposed Budget

Therefore, the following resolution is proposed:

The Alpena Community College Board of Trustees accepts the budget as presented for Fiscal Year 2026.

2.942 Administrative Pay Scale for Fiscal Year 2026

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.

In light of these conditions, modifications are proposed that will raise the respective administrative salary levels by 3.0% 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/Payroll Manager; Director of Oscoda Campus; Director of Student Life Activities & Campus Housing; Simulation Lab Manager	\$59,102	\$92,439
B	Director of the Wellness Center; Director of SIP Grant; Director of the RE-EIED Grant	\$64,946	\$99,448
C	Executive Director of ACC Foundation; Director of Admissions; Controller; Director of TRiO Talent Search; Director of Facilities Management; Director of Financial Aid; Director of Human Resources; Director of Information Technology; Director of Public Information & Marketing; Registrar; Dean of Workforce Development; Director of the Learning Resources Center; Director of Learning Technology; Director of Nursing — Alpena Campus	\$76,017	\$110,980
D	Dean of Students; Executive Director of Office of Information Technology	\$90,369	\$126,437
E	Vice Presidents	\$122,074	\$160,170
F	President	\$164,389	\$204,396

Therefore, the following resolution is proposed:

The Board of Trustees approves the proposed Administrative Salary Schedule for Fiscal Year 2026 and authorizes the president to issue contracts to all affected parties in accordance with their performance at the College.

2.943 Revision to Policy 5011, Tuition Waiver for Campus Activity Program Policy — Second Reading

Alpena Community College traditionally incentivizes student-athletes with tuition waivers. The current Board Policy 5011, Tuition Waiver for Campus Activity Program Policy, sets the total amount of tuition waivers at 780 contact hours per year.

Three new sports will be added in Fiscal Year 2026 — women’s cross country, men’s soccer and women’s soccer — and while eSports has been in existence previously, for the 2025-26 school year, ACC is proposing to make that a scholarship sport as well, allowing some tuition waivers. The addition of these teams increases the demand for athletic tuition waivers.

In recognition of the additional need, ACC officials are proposing to increase the total number of tuition waiver contact hours to 1,000 per fiscal year.

Additionally, the proposed change in policy would allow waivers for books and/or fees, as the current policy is worded “books and fees” which applies the waivers to fees first, then to books. The modification would allow a student to have, for example, only a book waiver.

Following is the text of Policy 5011 modified to show the proposed change:

The Board of Trustees authorizes College officials to initiate procedures which will implement a program of tuition waivers in selected activity areas that will make available to designated key participants a waiver of tuition in an amount not to exceed 30 contact hours per year per student with a grand total of such waivers not to exceed ~~780~~ 1,000 contact hours per fiscal period. In addition, this policy allows students a book and/or fee waiver only when the student’s contact hours are covered by another source; the approval of these waivers will come from the ~~Dean of Students~~ **President or their designee** and be based on established procedures. The book and/or fee waiver amounts will not exceed the equivalent amount allowed for contact hours. Annual progress reports will be provided.

No changes to the proposed policy change were offered during the first reading at the May 14, 2025, Board meeting.

Therefore, the following resolution is proposed:

The Alpena Community College Board of Trustees approves upon second reading changes to Policy 5011, Tuition Waiver for Campus Activity Program Policy.

2.944 Bids: Computer Replacement and Lab Equipment Rotation

Currently Alpena Community College has 141 computer workstations running Windows 10 that cannot be upgraded to Windows 11 due to hardware limitations. Microsoft will end software support for Windows 10 on October 14, 2025. Without software support those workstations will no longer receive security updates, leaving them vulnerable to attacks. To meet our requirement of providing secure workstations, ACC needs to replace these 141 computers.

Additionally, a computer lab in Besser Technical Center is in need of updated equipment. The proposed update would provide 25 new computers and monitors.

Knowledge gained from the Classroom of Tomorrow survey recently conducted by the Office of Information Technology has determined a need to align the College's computer technology with user needs. One way to improve multitasking on a computer is to provide two monitors of the same size.

To accomplish the above goals ACC officials used CDWG to solicit bids for the purchase of 166 workstations and 332 computer monitors.

Three responses were received.

Vendor	Cost
Michigan Master Computing — MiDEAL	\$173,438.46
Oakland Schools — AEPA Technology Catalog	\$179,037.64
REMC Technology & Furniture 2025	\$180,742.46

In addition to the quoted prices above, College officials have budgeted \$100 per new workstation (\$16,600) for installation, connection, conversions, and cables to be purchased separately from CDWG.

Funding for the new workstations, monitors, and associated installation work will come from two sources. ACC's ADN-to-BSN grant can provide funding for 88 workstations totaling \$100,743.28. The Technology Fund will be used to pay for the remainder of the cost.

Therefore, the following resolution is proposed:

The Alpena Community College Board of Trustees authorizes College officials to purchase 166 workstations and 332 computer monitors from Michigan Master Computing — MiDEAL for a cost not to exceed \$173,438.46. Total cost of the computer replacement and lab equipment rotation package is \$190,038.46.

2.945 Bids: Portable Generator/Welder and Wire Feeder Equipment

Alpena Community College provides a variety of career and technical academic programs to provide high-quality instruction for students and qualified workers for employers. As part of this commitment to academic excellence, ACC regularly reviews curriculum and the equipment used in various program labs.

A recent review of the Welding program identified the need for a diesel-powered portable generator/welder and wire feeder. This equipment would feature the latest portable welding technology and provide many new advancements in portable suitcase wire feeder technology. Many of ACC's welding students go into the pipeline and construction industry where these machines are commonly used and therefore training our students in the operation of this equipment will be extremely valuable.

Welding Technology program advisor Tim Ratz researched diesel-powered portable welders and identified the Lincoln Electric Maverick 325X and the LN25X wire feeder as the desired machine package. Ratz then submitted a Technology Improvement Fund (TIF) Project Request to the TIF Committee and his application was approved.

College officials solicited bids from welding supply vendors. Following are the results of the Request for Proposals.

Vendor	Machine	Cost
Airgas Traverse City	Maverick 325X & LN-25X	\$27,563.55
Flint Welding Supply	Maverick 325X & LN-25X	\$22,661.50
Linde Gas & Equipment	Maverick 325X & LN-25X	\$21,170.00
Airgas Alpena	Maverick 325X & LN-25X	\$21,000.00

The cost of the purchase would be covered by the Technology Improvement Fund. This funding will become available July 1, 2025.

Therefore, the following resolution is proposed:

The Alpena Community College Board of Trustees authorizes College officials to purchase a Lincoln Electric Maverick 325X and LN-25X wire feeder from Airgas Alpena for a cost not to exceed \$21,000.00.

2.946 Bids: Bus Transportation for Volleyball, Soccer, Basketball, Baseball, and Softball Teams

Alpena Community College solicited bids for providing bus transportation to away games for the volleyball team, men's and women's soccer teams, men's and women's basketball teams, the baseball team, and the softball team for the 2025-26 season. The request for proposals (RFP) asked for the following details to be addressed in the bid:

- Mileage charge
- Overnight charge (if any)
- Age of buses (including mileage of buses)
- Capacity of buses
- Amenities of buses (TV, stereo, etc.)
- All buses will leave from Alpena Community College

While two vendors responded to the College's RFP, only one submitted a bid: Beyond Horizons Tour & Travel of Mt. Pleasant, Michigan.

Following are specifics related to the Beyond Horizons bid.

- Vehicle Information:
 - 54/56-passenger motorcoaches: 2013-2019 MCI/Temsa (mileage ranges from 192,000 to 421,000)
 - 38-passenger motorcoach: 2017 Temsa (mileage currently 152,000)
 - 14-passenger: 2020 Ford XLT (mileage currently 122,000)
- All Motorcoaches Include:
 - High back reclining seats w/ foot & arm rests
 - Video/audio system w/CD & DVD players
 - WIFI
 - PA system
 - Air conditioning
 - Underbody luggage compartments
 - Restroom
 - Overhead storage compartments
 - Kneeling capabilities for passenger loading/unloading
 - Individual overhead climate control adjustment vents
- Driver's Lodging:
 - When staying overnight, charter client is responsible for providing adequate lodging for motorcoach driver at a hotel that meets the standards of Beyond Horizons Tour & Travel, and provides for parking of the vehicle.

- Fuel Surcharge:
 - Will apply when cost of diesel is at or above \$5.509/gallon calculated on the average for Mt. Pleasant, MI. Surcharge is 3% if fuel is priced \$5.519 to \$6.009; 6% if fuel is priced \$6.019 to \$6.509; 9% if fuel is priced from \$6.519 to \$7.009. For every \$0.50 cent increase the fuel surcharge will increase by 3%.

<u>Other Charges</u>	<u>56-passenger bus</u>	<u>38-passenger bus</u>	<u>14-passenger-van</u>
Mileage Charge	\$5.50 per mile	\$5.00 per mile	\$3.50 per mile
Minimum Charge.	\$1,415.00	\$1,315.00	\$875.00

Following is a tentative schedule for trips by the athletic teams. This is obviously subject to change, be it due to weather, cancellation, or additional games.

Date	Sport(s)	Opponent
8/21/25	Volleyball	at Ancilla
8/22/25	Volleyball	
8/23/25	Volleyball	at Great Lakes Christian
8/27/25	W soccer	at Alma
8/29/25	Volleyball	at Henry Ford
8/30/25	M/W soccer	vs Lakeland
9/3/25	Volleyball	at Alma
9/3/25	M/W soccer	at Terra State
9/5/25	Volleyball	at NCMC
9/6/25	Volleyball	Oakland CC
9/6/25	M/W soccer	SC4
9/10/25	M/W soccer	at Owens
9/13/25	M/W soccer	Schoolcraft
9/15/25	Volleyball	at NCMC
9/20/25	Volleyball	at Henry Ford
9/20/25	M/W soccer	Hocking
9/22/25	Volleyball	at Montcalm
9/25/25	M/W soccer	Jackson
9/26/25	Volleyball	GRCC
9/27/25	Volleyball	Muskegon
9/27/25	M/W soccer	at Ancilla
10/1/25	Volleyball	at Delta
10/4/25	W soccer	Delta
10/5/25	M soccer	at Cuyahoga
10/6/25	Volleyball	Bay
10/8/25	Volleyball	NCMC
10/11/25	Volleyball	at SC4

10/11/25	W soccer	at Kellogg
10/15/25	Volleyball	Montcalm
10/15/25	M/W soccer	Muskegon
10/18/25	M/W soccer	at Lake Michigan
10/20/25	Volleyball	Delta
10/22/25	M/W soccer	at GRCC
10/24/25	Volleyball	at GRCC
10/25/25	Volleyball	at Muskegon
10/30/25	Volleyball	at Bay
10/31/25	M/W basketball	at Bay Tourney
11/1/25	M/W basketball	at Bay Tourney
11/8/25	M/W basketball	Community Christian
11/12/25	M/W basketball	at GRCC
11/18/25	W basketball	Aquinas
11/21/25	W basketball	Glen Oaks
11/25/25	M/W basketball	Henry Ford
12/6/25	M/W basketball	at Community Christian
12/9/25	W basketball	at Aquinas
12/16/25	M/W basketball	LSSU
1/6/26	M/W basketball	Grand Rapids CC
1/10/26	M/W basketball	Muskegon
1/14/26	M/W basketball	at Kirtland
1/17/26	M/W basketball	Montcalm
1/21/26	M/W basketball	at Bay
1/24/26	M/W basketball	at Mid Michigan
1/28/26	M/W basketball	North Central
1/31/26	M/W basketball	Delta
2/4/26	M/W basketball	Kirtland
2/7/26	M/W basketball	at Muskegon
2/11/26	M/W basketball	Bay
2/14/26	M/W basketball	at Montcalm
2/14/26	Baseball/softball	at Gadsden State
2/15/26	Baseball/softball	at Gadsden State
2/17/26	Baseball/softball	at Snead State
2/18/26	M/W basketball	at NCMC
2/18/26	Baseball/softball	at Wallace State
2/20/26	Baseball/softball	at Calhoun CC
2/21/26	M/W basketball	at Mid Michigan
2/21/26	Baseball/softball	at Calhoun CC
2/24/26	M/W basketball	at Delta

2/28/26	Baseball/softball	at Henry Ford
3/7/26	Baseball/softball	at Owens CC
3/8/26	Baseball/softball	at Owens CC
3/14/26	Baseball/softball	at Jackson
3/15/26	Baseball/softball	at Jackson
3/20/26	Baseball/softball	vs Bay/Muskegon
3/21/26	Baseball/softball	vs GRCC/Mid
3/22/26	Baseball/softball	vs Delta
3/27/26	Baseball/softball	at Mid Michigan
3/28/26	Baseball/softball	at Mid Michigan
4/1/26	Baseball	at Adrian
4/2/26	Baseball/softball	at Delta
4/3/26	Baseball/softball	at Delta
4/10/26	Baseball/softball	Bay
4/11/26	Baseball/softball	Bay
4/17/26	Baseball/softball	Muskegon
4/18/26	Baseball/softball	Muskegon
4/24/26	Baseball/softball	Grand Rapids CC
4/25/26	Baseball/softball	Grand Rapids CC

College officials have reviewed the bids. Athletic Director Allen Telgenhof supports the bid from Beyond Horizons, while noting that the bid represents a \$0.50 increase per mile for all trips which will increase travel spending. He indicated that the bus company has performed well in previous years and is operated by a person with Alpena ties who has an active presence in Alpena and is a supporter of ACC athletics.

Therefore, the following resolution is proposed:

The Alpena Community College Board of Trustees authorizes appropriate College officials to contract with Beyond Horizons Tour & Travel of Mt. Pleasant, Michigan, to provide bus transportation for the men's and women's basketball, Volleyball, men's and women's soccer, baseball, and softball teams for the 2025-26 year.

2.947 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 2025-26 MCCA Board of Directors as President Director representing Alpena Community College as of July 1, 2025.

Florence Stibitz is appointed to the 2025-26 MCCA Board of Directors as Trustee Director representing Alpena Community College as of July 1, 2025.

Teresa Duncan is appointed to the 2025-26 MCCA Board of Directors as Alternate Trustee Director representing Alpena Community College as of July 1, 2025.

4.154 Financial Report

Monthly General Fund Revenue and Expenses through May 2025 (Year-to-Year Actual Comparison)

- The property tax receipts of \$3,375,013 are \$198,803 more than those for May 2024.
- Tuition/fee receipts of \$7,267,024 are \$520,348 more than last year, primarily due to increased billable contact hours.
- State aid for the current year is \$5,248,948 and is \$136,575 more than May 2024.
- Interest is higher this year than last year because of how the College invests its funds. We fully utilize the higher rates available through certificates and interest-bearing savings accounts.
- Other revenue is lower this year than last because of the ADN to BSN Completion Grant expense and reimbursement timing. The state reimburses allowable expenses related to the ADN to BSN program on a quarterly basis.
- Instruction and instructional support expenses are up primarily due to contractual wage rate adjustments. This category also includes instruction-related equipment maintenance (CDL trucks), which is also up this year (\$29,478 more than last year) due to the expansion of the fleet and increased equipment use.
- Student Services is higher this year compared to last because of the timing of grant-related expenses and reimbursements.
- Institutional Administration is down this year compared to last, primarily due to lower year-to-date legal costs, which are \$82,718 less than those in May 2024.
- Physical plant is up slightly compared to last year due to the timing of payments for campus security services and increased utility and snow removal costs.
- Net income through the first eleven months of the year shows a gain of \$994,726.

Monthly General Fund Revenue and Expense through May 2025 (Budget-to-Actual Comparison)

- Insurance is higher than budgeted due to larger-than-expected increases in Workers' Compensation and Property/Casualty premiums.
- All other categories are in acceptable ranges for this year, except as noted above.

General Fund Month-to-Month Comparison through May 2025

- Salaries and fringe benefits are higher in May due to three payroll dates in the month.
- Outside services are higher in May due to contracted instruction performed by Consumers Energy for the Electrical Trades programs.
- All other Month-to-Month comparisons are tracking as expected, except as noted above.

Alpena Community College
General Fund
Year-to-Year Actual Comparison
For the Eleven Months Ending May 31, 2025

Description	YTD Actual FY 2025	YTD Actual FY 2024	YTD Actual Variance
Revenue			
Property Tax	3,375,013	3,176,210	198,803
Tuition/Fees	7,267,024	6,746,676	520,348
Sales, Service, and Rent	35,824	35,495	329
State Aid	5,248,948	5,112,373	136,575
State	0	0	0
Federal	28,947	25,688	3,259
Cost Recovery	0	0	0
Interest	172,104	150,674	21,430
Other	96,144	128,934	(32,790)
Revenue	16,224,004	15,376,050	847,954
Expense			
Instruction	7,271,959	7,219,119	52,840
OIT	1,311,634	1,319,209	(7,575)
Public Service	0	0	0
Instruction Support	1,463,743	1,388,242	75,501
Student Services	1,340,343	1,298,674	41,669
Institutional Administration	2,211,547	2,288,306	(76,759)
Physical Plant	1,630,052	1,595,865	34,187
Expense	15,229,278	15,109,415	119,863
Income	994,726	266,635	728,091
Net Assets - Beginning of Year	2,779,800	2,555,318	224,482
Net Assets - End of Year	3,774,526	2,821,953	952,573

Alpena Community College
Comparative Income Statement
General Fund
For the Eleven Months Ending May 31, 2025

Description	FY 2025 Budget	FY 2025 YTD Actual	FY 2025 Variance	FY 2025 Complete	FY 2024 Complete
Revenue					
Property Tax	3,372,500	3,375,013	2,513	100.07%	100.56%
Tuition/Fees	6,643,144	7,267,024	623,880	109.39%	108.29%
Sales, Services, and Rent	29,200	35,824	6,624	122.68%	121.56%
State Aid	6,825,794	5,248,948	(1,576,846)	76.90%	76.77%
Federal	29,000	28,947	(53)	99.82%	88.58%
Cost Recovery	81,754	0	(81,754)	0.00%	0.00%
Interest	40,000	172,104	132,104	430.26%	3013.48%
Other	276,826	96,144	(180,682)	34.73%	34.78%
Revenue	17,298,218	16,224,004	(1,074,214)	93.79%	92.85%
Expense					
Salaries	9,214,989	8,679,203	535,786	94.19%	95.08%
Fringe Benefits	4,603,588	3,943,160	660,428	85.65%	86.84%
Outside Services	1,214,353	1,116,781	97,572	91.97%	111.05%
Advertising	243,000	180,923	62,077	74.45%	75.49%
Supplies	279,750	277,428	2,322	99.17%	160.71%
Utilities	511,900	423,691	88,209	82.77%	79.97%
Telephone	25,300	18,083	7,217	71.47%	218.06%
Postage	30,000	25,078	4,922	83.59%	90.99%
Insurance	161,752	175,182	(13,430)	108.30%	114.39%
Travel & Mileage	50,954	43,055	7,899	84.50%	64.63%
Tuition Waivers and Dues	255,000	227,062	27,938	89.04%	91.56%
Library Books & Equipment	77,700	63,703	13,997	81.99%	112.07%
Other	77,000	55,929	21,071	72.64%	81.04%
Transfers	552,932	0	552,932	0.00%	0.00%
Expense	17,298,218	15,229,278	2,068,940	88.04%	91.24%

Description	FY 2025 Budget	FY 2025 YTD Actual
Income	0	994,726
Net Assets - Beginning of Year	2,779,800	2,779,800
Net Assets - End of Year	2,779,800	3,774,526

Alpena Community College
Month-to-Month Tracking
General Fund
For the Eleven Months Ending May 31, 2025

Description	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD	Budget
Revenue														
Property Tax	131,358	542,269	14,926	5,037	3,685	283,843	869,641	1,036,017	288,447	176,039	23,751	0	3,375,013	3,372,500
Tuition/Fees	3,551,638	212,346	(71,992)	856,697	1,634,732	453,860	454,465	29,017	69,024	61,055	16,182	0	7,267,024	6,643,144
Sales, Services, and Rent	6,495	250	1,350	7,510	285	2,080	6,665	1,915	1,365	7,240	669	0	35,824	29,200
State Aid	0	8,521	0	666,999	737,060	590,316	590,316	688,943	573,005	590,316	803,472	0	5,248,948	6,825,794
Federal	0	1,215	1,590	5,854	6,153	1,761	1,609	4,072	2,515	1,621	2,557	0	28,947	29,000
Cost Recovery	0	0	0	0	0	0	0	0	0	0	0	0	0	81,754
Interest	0	20,308	19,989	21,124	19,932	14,457	12,602	15,351	17,260	16,327	14,754	0	172,104	40,000
Other	50	950	29,422	60	1,914	29,267	155	15	32,387	1,168	756	0	96,144	276,826
Revenue	3,689,541	785,859	(4,715)	1,563,281	2,403,761	1,375,584	1,935,453	1,775,330	984,003	853,766	862,141	0	16,224,004	17,298,218
Expense														
Salaries	642,139	621,963	673,741	929,347	1,028,071	729,239	640,468	1,054,041	700,102	669,233	990,859	0	8,679,203	9,214,992
Fringe Benefits	316,934	304,432	320,069	405,823	438,931	332,985	315,202	437,811	315,026	323,023	432,924	0	3,943,160	4,603,588
Outside Services	93,249	46,636	44,558	108,627	471,389	23,980	92,376	38,174	55,387	30,734	111,671	0	1,116,781	1,214,353
Advertising	1,225	26,868	23,140	27,772	6,908	(1,932)	35,188	17,945	4,099	10,378	29,332	0	180,923	243,000
Supplies	10,516	7,503	86,362	19,870	11,630	5,153	36,161	60,842	7,145	9,069	23,177	0	277,428	279,750
Utilities	458	17,294	6,152	34,808	43,712	36,772	71,082	52,529	66,973	35,996	57,915	0	423,691	511,900
Telephone	1,373	242	915	3,804	1,257	1,950	1,830	2,429	990	1,878	1,415	0	18,083	25,300
Postage	0	2,500	1,162	2,529	3,031	4,362	2,500	2,500	3,662	0	2,832	0	25,078	30,000
Insurance	73,201	0	34,460	2,840	6,282	6,121	33,460	0	6,228	12,590	0	0	175,182	161,752
Travel & Mileage	2,190	3,779	3,834	4,013	4,981	8,947	2,784	440	2,200	3,136	6,751	0	43,055	50,954
Tuition Waivers and Dues	33,071	91,390	3,256	22,067	100	0	59,423	4,471	9,813	2,635	836	0	227,062	255,000
Library Books & Equipment	26,054	3,131	1,105	15,680	617	652	4,095	1,773	793	1,222	8,581	0	63,703	77,700
Other	1,710	1,186	7,851	15,677	1,660	2,027	10,750	5,062	5,501	1,574	2,931	0	55,929	77,000
Transfers	0	0	0	0	0	0	0	0	0	0	0	0	0	552,932
Expense	1,202,120	1,126,924	1,206,605	1,592,857	2,018,569	1,150,256	1,305,319	1,678,017	1,177,919	1,101,468	1,669,224	0	15,229,278	17,298,221
Income	2,487,421	(341,065)	(1,211,320)	(29,576)	385,192	225,328	630,134	97,313	(193,916)	(247,702)	(807,083)	0	994,726	(3)

4.155 Personnel Report

New hires, terminations, and status changes from May 8 to June 3, 2025.

New Hires:

- Nicholas Fletcher, Men's Soccer Head Coach, effective 05/19/2025.
- Andrew Ornelas, Women's Cross Country Head Coach, effective 05/19/2025.
- Timothy Allen, Men's Cross Country Head Coach, effective 05/21/2025.
- Aaron Guitar, Athletics Office Coordinator, effective 05/19/2025.

Re-Hires:

- None.

Transfers:

- Shelly Clarke, Transferring from Programmer/Analyst to OIT Help Desk Coordinator, effective 07/01/2025.
- Jodie Borowicz, Transferring from Temporary PT Accounting/Business Instructor to FT Faculty – Accounting/Business Instructor, effective 08/01/2025.
- Alex Gorton, Transferring from Learning Technology Technician to Director of Learning Technology, effective 07/01/2025.
- Corey Sarnia, Transferring from Technology Support Specialist to Institutional Research Engineer, effective 07/01/2025.

Resignations:

- Kelli Leask, Director of Nursing, effective 05/23/2025.

Terminations:

- None.

Inactive:

- None.

Retirements:

- None.

Name Changes:

- None.

Position Name Changes:

- None.

4.156 Gifts and Grants Report

This report reflects the following activity for pledges and gifts received by the ACC Foundation for the month of May 2025.

Total Donors:	84
Number of Gifts:	90
New Gifts:	\$115,083.35
Pledge Payments:	\$0.00
New Pledges:	\$0.00