

Approved Minutes of the Regular Meeting
Alpena Community College Board of Trustees
Thursday, February 19, 2026
665 Johnson Street, Alpena, MI 49707

On Thursday, February 19, 2026, 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 6:15 p.m. by Chair John Briggs.

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

Also in attendance: Dr. Don MacMaster, ACC president; Denis (Jay) Walterreit, board secretary, Alpena County Sheriff's Deputy Mike Lash, Nick Brege, vice president for administration and finance, Karen Bennett, ACC attorney, and Greg Grant, attorney (via Webex).

Closed Session

Immediately after the meeting was convened Trustee Gentry made a motion to go into closed session to consult with attorneys regarding trial or settlement strategy in connection with pending litigation. Trustee Townsend seconded the motion.

A roll-call vote was taken:

Duncan: Aye.
Gentry: Aye.
Hilberg: Aye.
Briggs: Aye.
Stender: Aye.
Stibitz: Aye.
Townsend: Aye.

Ayes: 7. Nays: 0. The motion to go into closed session was approved. The elevator door was locked and the closed session began.

At 6:38 p.m. Trustee Gentry made a motion to end the closed session. Trustee Townsend seconded the motion.

A roll-call vote was taken:

Duncan: Aye.
Gentry: Aye.
Hilberg: Aye.
Briggs: Aye.
Stender: Aye.
Stibitz: Aye.
Townsend: Aye.

Ayes: 7. Nays: 0. The motion to end the closed session was approved. Chair Briggs immediately called for a meeting recess to allow for audience members to be admitted to the board room.

At 7:00 p.m. Chair Briggs reconvened the regular meeting.

Trustee Gentry made the following motion: “As to the civil matter pending in Alpena Circuit Court, File 25-3019CD, I move that the College follow the advice of legal counsel, to accept the mediator-proposed resolution of such matter.” Trustee Hilberg seconded the motion.

A roll-call vote was taken:

Duncan: Aye.

Gentry: Aye.

Hilberg: Aye.

Briggs: Aye.

Stender: Aye.

Stibitz: Aye.

Townsend: Aye.

Ayes: 7. Nays: 0. The motion passed. [This resolution will be given the action item number 2.977.]

Pledge of Allegiance

President MacMaster led the Pledge of Allegiance.

Approval of Agenda

Trustee Stibitz made the motion to approve the agenda as presented; Trustee Stender seconded the motion. Ayes: 7. Nays: 0. Motion approved.

Approval of the Proposed Minutes of the January 15, 2026, Regular Board Meeting

Trustee Townsend made the motion to approve the proposed minutes of the January 15, 2026, regular board meeting; Trustee Stibitz seconded the motion. Ayes: 7. Nays: 0. Motion approved.

Introduction of Guests and Public Comment

Guests attending the meeting in person were: Adam Keyes, ACC administration; Kurt Konieczny, ACC administration; Andrew Paad, ACC faculty; Matthew Bennett, ACC student; and Raquelle Miller, ACC student.

Guests attending the meeting via Webex: Jess Haselhuhn, ACC staff, and Reagan Voetberg.

No public comment was given.

Communication(s)

President MacMaster shared a note he received from Sen. Hoitenga.

Board Member and Subcommittee Reports

Trustee Duncan gave the following report on the ACC Foundation:

- Mary Eagan, ACC Foundation executive director, met with the Bugg family, whose late matriarch was in the first graduating class of ACC, to create a pass-through scholarship for the utility arborist program and a spend-down fund to help students earn their commercial driver's license. Both of these funds will positively impact two groups of students who don't have any existing support funds.
- At the invitation of Beach Hall, Mary and Rob Enslin, director of alumni relations, traveled to Rogers City to speak to the Kiwanis Club of Rogers City and the Optimists Club of Rogers City.
- Mary recently met with Emily Potter at Michigan Works! to discuss the services we both offer so we can work together more efficiently to help students.

The ACC Foundation Board quarterly meeting was originally scheduled for February 19, 2026, but was postponed to February 26 due to inclement weather. Trustee Duncan provided her report from the Consent Agenda for the Foundation meeting:

- At the January 2026 meeting the ACC trustees received updates from the Strategic Planning and Budgeting Committee. Highlights included progress on updating campus signage to improve clarity, uniformity, and awareness for our broader surrounding community. We also received updates on the status of various major infrastructure projects and upcoming technology needs. Deputy Mike Lash from the Alpena Sheriff's Department spoke to what has already been done to manage campus safety. He also provided thought points about what more might be done to ensure safety while maintaining the open, friendly, accessible campus valued by the communities we serve.
- The ACC Board has identified student success and campus safety as two broad agendas to focus on in the coming years. We hoped to have a workshop before the February meetings to discuss projects and assure that they align with the priorities identified at the Joint December meeting. However, due to other pressing issues, that meeting has been postponed to late February or March.

Trustee Duncan also distributed an article from the Association of Governing Boards of Universities and Colleges publication *Trusteeship Magazine* entitled "Organizing the Work of the Board for Student Success." Duncan then asked the trustees if they would be interested in getting subscriptions to that magazine or to other publications that focus on community colleges and board governance. Secretary Walterreit offered to research the various organizations and publications for consideration by the trustees.

Trustee Stibitz reported the Michigan Community College Association Board of Directors met via Zoom on January 16, 2026:

- 1) Marshall Washington, President of Kalamazoo Community College and VP of MCCA, in his words said, "Brandy Johnson's evaluation was wonderful."

- 2) Brandy reported that MCCA received a clean opinion on the audit. That is the second year in a row for this report.
- 3) Brandy's goal for this coming year is to visit all of the community colleges in Michigan.

Student Report

ACC students Matthew Bennett and Raquelle Miller participated in the student report. Both students live on College Park Apartments and shared their views on improving the student recreation space in the Newport Center. Miller also shared her encouragement for people to attend ACC sporting events.

Faculty Report

Andrew Paad gave an update on his program and the work being done by his students. He also encouraged the trustees to tour his lab at their convenience.

President's Report

President's Report to the Alpena Community College Board of Trustees

February 19, 2026

Student Housing Project Continues to Progress

The student housing addition at ACC continues to progress, in spite of ongoing inclement winter weather. The \$4.7 million project is operating under a deadline to complete by August 6, 2026.



ACC President Delivers Testimony to House Subcommittee

ACC President Dr. Don MacMaster delivered testimony before the Michigan House Subcommittee on Labor and Economic Opportunity on Wednesday, February 18, 2026. MacMaster's testimony was in support of a \$1 million state Legislative Directed Spending request for ACC's Next Generation Climbing Range project. Supported by Senator Michele Hoytenga and Representative Cam Cavitt, the request if successful will help fund the construction of a second UTT climbing range down Woodward adjacent to the Solar Array. It will focus on steel poles and related infrastructure, including a substation, and will provide UTT students training opportunities on the new grid which is rapidly moving toward steel infrastructure. ACC has obtained \$2.5 million in funding from the United States Economic Development Administration for the project. Funding support from the state will contribute significantly to fundraising for the project.

ACC Baseball Players Speak from the Heart

ACC Baseball Coach Rob Enslin and Assistant Coach Allen Telgenhof and their spouses organized a kickoff banquet for the ACC baseball team, their parents, and loved ones at JJ's on Saturday, February 1, 2026. Approximately 125 people attended. A highlight of this inspirational event was witnessing Lumberjack sophomores stepping up to deliver short speeches on what baseball, their teammates, coaches, parents, and the College mean to them (see link below). Thanks to ACC Communications Technician Jess Haselhuhn for collecting these heartfelt comments for availability to the wider Lumberjack community. What these young men express is why we support athletics at ACC.

[Baseball speech highlights 2026](#)

Action Items

2.974 Bids: Website Redesign and Content Management System Services

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

The Alpena Community College Board of Trustees authorizes ACC officials to contract with Juicebox Interactive for website redesign and content management system services for a first-year cost of \$66,285.

Ayes: 7. Nays: 0. Motion approved.

2.975 Authorization for the President to Sign Agreements for the Solar Array Project

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

The Alpena Community College Board of Trustees authorizes the President to enter into agreements related to the solar array project.

Ayes: 7. Nays: 0. Motion approved.

2.976 Pavers for WCCT Sidewalk

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

The Alpena Community College Board of Trustees approves the bid from Northern Landscape and Design at a cost not to exceed \$109,860 for the World Center for Concrete Technology sidewalk project.

Ayes: 7. Nays: 0. Motion approved.

Financial Report

Year-to-Date General Fund Year-to-Year Actual Comparison through January 2026

- Property tax receipts total \$1,506,810, down \$343,949 from January 2025 due to the timing of payments.
- Tuition and fee revenue totals \$7,454,878, an increase of \$363,131 year-over-year, driven by higher Fall semester billable contact hours.
- State aid is consistent with last year and aligns with expected timing.
- Interest income is lower than last year due to reduced interest rates and lower cash balances related to construction reimbursement timing. The Federal Reserve has reduced the federal funds rate by 0.75 basis points compared to the same period last year.
- Student Services expenses increased due to contractual wage adjustments and higher athletic waivers.
- Institutional administration expenses are higher due to filling the previously vacant Foundation Executive Director position and increased insurance premiums.
- Physical plant expenses have risen slightly, primarily due to higher snow removal costs and contractual wage adjustments. Additional costs include required installation of elevator door restrictors under the updated State Elevator Code.
- Net income through the first seven months shows a surplus of \$2,221,078, which is typical as spring tuition revenue accumulates.

Year-to-Date General Fund Comparative Income Statement through January 2026

- All categories remain within acceptable ranges for this point in the fiscal year, except as noted above.

General Fund Month-to-Month Comparison through January 2026

- Major outside services expenses this month include snow removal, legal services, and security contract payments.
- Tuition waivers and dues increased in January due to spring athletic waivers awarded during the month.
- All other month-to-month comparisons are tracking as expected, except as noted above.

Personnel Report

New hires, terminations, and status changes from January 8 to February 2, 2026.

New Hires:

- None.

Re-Hires:

- None.

Transfers:

- None.

Resignations:

- None.

Terminations:

- None.

Inactive:

- 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 for the month of January 2026.

Total Donors: 119
Number of Gifts: 168
New Gifts: \$38,687.63

Board Discussion

- Chair Briggs asked the trustees to look at their calendars to determine when they could be available for a visioning session to discuss and list their funding priorities which could be shared with the ACC Foundation board for their consideration. Secretary Walterreit will create a Doodle poll to solicit the trustees' schedules for the weeks of March 2-6 and 9-13. Trustees expressed an interest in a meeting approximately two hours and ideally conducted during the afternoon.

New Business

None.

Suggested Future Agenda Items

None.

Next Regular Meeting

The next regular board meeting will be on Thursday, March 19, 2026, at 7:00 p.m. in the Roger C. Bauer Board Room, Room 400 of the Charles R. Donnelly Natural Resources Center.

Adjournment

The regular meeting was adjourned at approximately 8:29 p.m.

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