

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

On Thursday, March 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 7:00 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, and Alpena County Sheriff's Deputy Mike Lash.

Pledge of Allegiance

Chair Briggs led the Pledge of Allegiance.

Approval of Agenda

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

Approval of the Proposed Minutes of the February 19, 2026, Regular Meeting and February 19, 2026, Closed Session

Trustee Hilberg made the motion to approve the proposed minutes of the February 19, 2026, regular meeting and the minutes of the February 19, 2026, closed session; Trustee Stibitz seconded the motion. Ayes: 7. Nays: 0. Motion approved.

Introduction of Guests and Public Comment

Guests attending the meeting in person were: Dr. Nick Brege, ACC administration; Dr. Paige Gordier, ACC administration; Chanda Zbytowski, ACC administration; Kurt Konieczny, ACC administration; Leslie Evans, ACC student; and Kamryn Rouse, ACC student.

Guests attending via Webex were: Amanda Campbell, ACC faculty; Vladimir Vojvodic, ACC faculty; and Kristen Wisniewski, ACC administration.

No public comment was given.

Communication(s)

None.

Board Member and Subcommittee Reports

Trustee Duncan gave the following report on the ACC Foundation:

- We are in the process of selecting the Fellow of the College and the 2026 Distinguished Graduate.
- Rob is currently taking nominations for the Florence Nightingale Award in nursing.
- Rob convened a meeting with Workforce Development, the Foundation, Student Services, the Registrar's Office, and Student Life Activities to devise a plan to capture contact information from graduating students.
- The Foundation has closed the scholarship application window and Kerrie is doing all the intricate backend work to sort and rank applications to be reviewed and scored by donors, faculty, and the ACC Foundation Grants & Scholarships Committee.
- We have chosen the first recipient of the Kristin Berles Housing Assistance Stipend and chose two other Early College students to receive Early College Housing Assistance scholarships.

Student Report

None.

Faculty Report

ACC History/Geography Instructor Amanda Campbell introduced adjunct instructor Vladimir Vojvodic; Vojvodic discussed his professional position, the importance of Geographic Information Systems, and how students who learn how to use GIS will greatly expand their career opportunities.

President's Report

President's Report to the Alpena Community College Board of Trustees
March 19, 2026

Alpena Community College Withstands Historic Ice Storm



The ACC family faced an historic winter storm this week. Classes were canceled all week based on input from local and regional K-12s, emergency management and first responders, and feedback from students, faculty, and staff enduring widespread ongoing power outages and significant tree damage. We hope to resume classes this coming Monday. In response to a local request, ACC donated use of its Utility Arborist bucket truck to help local tree service crews clear debris from downed utility lines and help restore power to our neighbors. Like last year, ACC and the NE Lower Michigan communities it serves will persevere.

ACC Receives MiLEAP Hunger-Free Campus Activities Grant

Alpena Community College was awarded a Hunger-Free Campus Activities Grant, funded through the Michigan Department of Lifelong Education, Advancement, and Potential (MiLEAP) in the amount of \$99,700. The project will be implemented from April through September 2026 and expand and formalize existing food pantry operations. It will include service enhancement across four locations, Besser Technical Center, Van Lare Hall, College Park Apartments (Alpena Campus), and Oscoda Campus, through installation of commercial-grade refrigeration and freezer units to increase access to fresh and perishable food. The College will also implement an ID-based access and utilization tracking system at each site, including badge-access hardware, secure entry integration, and reporting configuration. This system enables independent student access without staff mediation, expands hours of availability, and generates time-stamped, aggregated data to monitor demand, guide inventory planning, reduce waste, and ensure equitable access.

Additional components include \$5,000 in cafeteria meal vouchers distributed through advising, student services, and ACC Foundation for students experiencing acute food insecurity, and formal integration of SNAP awareness and referral support in partnership with the Michigan Department of Health and Human Services. The grant also establishes a cross-functional Hunger Task Force, administers baseline and follow-up food insecurity assessments using the USDA 6-item module, and will deliver at least four educational workshops on budgeting, meal planning, and effective use of pantry resources, serving a minimum of 100 students. These activities create a coordinated, data-informed system with defined processes, measurable outcomes, and ongoing institutional oversight to support student retention and success.

Kudos to Lisa Blumenthal, Kristen Wisniewski, and Dawn Stone for their vision in support of student success and productive work to accomplish their vision.

Action Items

2.978 Passenger Vehicle Purchase — 12-Passenger Van

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

The Alpena Community College Board of Trustees authorizes College officials to purchase a used 12-passenger van that best meets the needs of the College at a total cost not to exceed \$50,000.

Ayes: 7. Nays: 0. Motion approved.

2.979 Replacement of Nursing Simulation Manikins

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

The Alpena Community College Board of Trustees approves the purchase of the two childbirth simulators and two patient simulators from Gaumard Scientific for a cost not to exceed \$268,960.74.

Ayes: 7. Nays: 0. Motion approved.

Financial Report

General Fund Year-to-Year Actual Comparison through February 2026

- Property tax receipts total \$2,849,540, down \$37,236 from February 2025 due to the timing of payments.
- Tuition and fee revenue totals \$7,454,739, an increase of \$333,975 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.
- Instructional Support expenses decreased due to internal staffing shifts and the associated benefit plan costs.
- Student Services expenses increased due to contractual wage adjustments and higher athletic waivers.
- Institutional Administration expenses increased due to filling the previously vacant Foundation Executive Director position, higher legal costs, and increased insurance premiums.
- Physical Plant expenses have risen slightly, primarily due to higher snow removal costs and contractual wage adjustments. Additional costs include the required installation of elevator door restrictors under the updated State Elevator Code.
- Net income through the first eight months shows a surplus of \$2,511,827, which is typical as spring tuition revenue accumulates.

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

- Salaries and benefits are higher in February due to the payout of faculty overload.
- Supplies expenses increased due to the cost of the nursing course materials.
- All other Month-to-Month comparisons are tracking as expected, except as noted above.

Personnel Report

New hires, terminations, and status changes from February 3 to March 3, 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 February 2026; this report does not include contributions made via employee payroll deduction.

Total Donors: 42
Number of Gifts: 44
New Gifts: \$49,901.25

Board Discussion

- Trustee Stibitz asked if any trustee would like to attend the June 4-5 Michigan Community College Association Board of Directors meeting. Any trustee interested in attending can reply to President MacMaster.
- President MacMaster asked the trustees to consider rescheduling the visioning session that was recently cancelled due to inclement weather. He noted the ACC Foundation board needs time for consideration and planning purposes.
- Trustee Duncan agreed that the ACC Foundation was eager to hear from the ACC Board of Trustees about upcoming funding priorities. Duncan added that the ACC Foundation trustees have expressed interest in receiving a breakdown of proposed projects including the details of those projects. Duncan suggested the ACC trustees review the documents from the recent joint board meeting for more direction. She also mentioned the ACC Foundation asked that priorities be packaged and presented in an acceptable format and delivered by an ACC trustee. Chair Briggs volunteered to be that presenter.
- President MacMaster suggested the ACC trustees schedule another visioning session prior to the April regular board meeting to identify projects to present to the ACC Foundation.
- After discussion the ACC trustees agreed to meet on Thursday, April 9, 2026, from 11 a.m. to 2 p.m., in the Roger C. Bauer Board Room, 400 NRC. Trustees asked that Secretary Walterreit distribute two documents as “homework” for the visioning session: Tim Kuehnlein’s December 11, 2025, joint board meeting synopsis document and President MacMaster’s weekly summary message of December 21, 2025.
- Trustee Gentry suggested Trustee Stibitz attend the November MCCA/Aspen Institute meeting; she agreed.

New Business

None.

Suggested Future Agenda Items

None.

Next Regular Meeting

The next regular board meeting will be on Thursday, April 16, 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 8:15 p.m.

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

PROPOSED