Approved Minutes of the Regular Meeting
Alpena Community College Board of Trustees
Thursday, October 15, 2026
665 Johnson Street, Alpena, MI 49707

On Thursday, October 15, 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, Lisa Hilberg, Susan Stender, Florence Stibitz, and Tom Townsend. Absent trustees: Joseph Gentry II.

Also present in person: ACC President Dr. Don MacMaster, Board Secretary Denis "Jay" Walterreit, and campus safety officer Deputy Mitch Noble.

Pledge of Allegiance

President MacMaster led the Pledge of Allegiance.

Approval of Agenda

Chair Briggs asked for a motion to approve the agenda with the addition of New Business Item 3.010, Support for AMA-ESD Millage Renewal. Trustee Townsend made the motion to approve the agenda with the addition; Trustee Stibitz seconded the motion. Ayes: 6. Nays: 0. Motion approved.

Approval of the Proposed Minutes of the September 17, 2026, Regular Meeting

Trustee Stibtz made the motion to approve the proposed minutes of the September 17, 2026, regular meeting; Trustee Stender seconded the motion. Ayes: 6. Nays: 0. Motion approved.

Introduction of Guests and Public Comment

Guests attending the meeting in person were: Reagan Voetberg, *The Alpena News*; Dr. Paige Gordier, ACC administration; Dr. Nick Brege, ACC administration; Chelsea McConnell, Straley Lamp & Kraenzlein, P.C.; Tim Kuehnlein, ACC faculty; Joe Bastow, ACC faculty; Amanda Campbell Crawford, ACC faculty; Sarah Burt, ACC faculty; Wes Repke, ACC faculty; Nancy Seguin, ACC administration; Adam Keyes, ACC administration; Kurt Konieczny, ACC administration; Mary Eagan, ACC administration; Laura Douglas, ACC administration; and Stewart Chrumka, ACC student.

No guests attended via Webex.

No public comment was given.

Communications

None.

Board Member and Subcommittee Reports

Trustee Duncan presented the following ACC Foundation report:

> Over the past month, Foundation activity has remained focused on the successful production of events for alumni and donors, providing documentation for our audit, as well as meeting persistent student need.
>
> - The third Lumberjack Legends Athletics Hall of Fame on September 19 event went well, with excellent feedback from honorees. Our office was even able to locate a deceased honoree's daughter recently to mail her the plaque commemorating her father's induction as our first baseball player added to the hall.
>
> - We held our donor appreciation luncheon on October 1, with about 110 people attending. Roy Smith ('91), Valerie Binge ('26), Amanda Johnson ('27), and Dr. MacMaster all spoke eloquently to our donors about the impact gifts to the ACC Foundation has on the College and the students it serves. I had several attendees contact me the next day to say how much they enjoyed the event.
>
> - Dawn Stone and I met with the Otsego Community Foundation to talk about how we could work together to help Otsego County students take advantage of the unique programs ACC offers. They were particularly impressed with how well we do in helping our students complete their education.
>
> - Laura Douglas joined the ACC Foundation staff as our new director of alumni relations. She had to dive right into donor and alumni relations at the donor appreciation event where she sat with Max Lindsay, as excellent source for ACC history. Laura has started to get acclimated to the college and learning its history. We are lucky to have her!
>
> - I spoke to the Association of Lifelong Learners about the support donors to the Alpena Community College Foundation provide to students beyond scholarships. (Though we talked a bit about scholarships, too!)
>
> - The ACC Foundation staff has been hard at work providing supporting materials to the staff at Straley, Lamp, & Kraenzlein P.C. for the Foundation's audit.
>
> - We have two work-study students who have started working in our office performing assorted tasks. We've enjoyed having them with us immensely so far. Both are in science programs, which isn't an obvious fit for our office, but they each appreciate the role the ACC Foundation plays in student support. One work-study student plans to work in conservation someday and noted that most of those organizations are nonprofits. He said he figured it would be a good idea to learn how to raise money! (He's a smart kid—they both are. We

are lucky to have two Phi Theta Kappa students working with us at the Foundation.)

Trustee Stibitz presented the following report covering the September 25, 2026, MCCA Board of Directors meeting.

> We heard a presentation on Ballot proposal # 1 that is on the ballot for the November election — it's Constitutional Convention or CON CON. This was adopted in 1963 with the provision that it be placed on the ballot every 16 years. Some items addressed are the death penalty, abortion, vouchers and importantly to community colleges is what it says about local governance.
>
> Our system of local governance is protected in Michigan's Constitution. Article VIII, Section 7. It provides that public community colleges are supervised and controlled by locally elected boards and establishes a state responsibility for their financial support.
>
> That local governance structure is fundamental to who we are. Community college trustees are elected by the people they serve.
>
> Personally, I can't imagine the chaos that would ensue if these issues were to be opened to debate among the political factions that are out there today.
>
> In other business the MCCA strategic plan was adopted for the following year.

Student Report

ACC student Stewart Chrumka recounted the activities of the Exam Extravaganza Tutoring Blitz held recently in the Steven H. Fletcher Library.

Faculty Report

Instructors Tim Kuehnlein, Joe Bastow, and Amanda Campbell Crawford talked about how they use Grammerly, an AI-powered communication and writing assistance platform, in their classrooms. Kuehnlein also gave a demonstration of how the tool works.

President's Report

> President's Report to the ACC Board of Trustees
> October 15, 2026
>
> <u>ACC Awarded 5-year $2.1 million TRIO Talent Search Grant</u>
>
> TRIO Talent Search has been awarded $420,000 for the 2026-2031 grant cycle, an increase from the previous award of $236,000. This significant increase in funding will allow the program to expand its reach and provide career skill development and postsecondary planning assistance to more students in grades 6–12 throughout the region.

As part of this expansion, Talent Search has increased the number of school districts served from nine to 16, broadening access to educational resources, career exploration, and postsecondary preparation opportunities for students across northeast Michigan.

The program will now serve students in the following districts: Alpena, Alcona, Atlanta, Au Gres-Sims, Fairview, Hillman, Inland Lakes, Johannesburg-Lewiston, Mio, Oscoda, Posen, Rogers City, Tawas, West Branch–Rose City, Whittemore-Prescott, and Iosco Alternative Education, with locations in Alpena, Oscoda, Tawas, and West Branch.

This increased award and expanded service area represents a significant step forward in the program's mission to help students identify their career goals, explore postsecondary pathways, and develop the skills and knowledge necessary for future success.

Kudos to Director Sarah Prevo for her work in developing this proposal and persisting in leading the application through to this successful outcome. In the current TRIO funding environment, this is a significant accomplishment.

Natural Resources Center Renovation Project Update

Two large pieces of federal funding will allow ACC to begin moving forward on upgrading the Natural Resources Center (NRC). Built in 1972, NRC houses science labs and classrooms and a lecture hall on the first floor, classrooms and offices on the second floor, faculty offices on the third floor, and the Board of Trustees room on the fourth floor. Priority upgrades include repurposing NRC 101 (lecture hall), replacing the elevator, targeting selected HVAC improvements including new windows, adding safety features, and addressing the deteriorating fourth floor balcony. The overall project budget is estimated to be $4.7 million.

The two pieces of federal funding are: (1) an FY26 federal Congressional Directed Spending earmark of $3.52 million through the United States Department of Agriculture's Rural Development agency sponsored by Representative Jack Bergman; and (2) $700,000 in a five-year $3 million Strengthening Institutions Program (SIP) grant award from the United States Department of Labor that ACC received in September 2026. Fundraising for the balance remaining to fully fund the project began this week.

Action Items

3.008 Fiscal Year 2026 Audit Report

Chelsea McConnell, CPA, delivered an audit presentation for the ACC fiscal year ending June 30, 2026. McConnell's presentation included information about audited financial statements, required communications, internal controls, and analytics used in the auditing process. She noted an unmodified, "clean" opinion as of June 30, 2026.

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

> The Alpena Community College Board of Trustees accepts the audit report for fiscal year 2025-26.

Ayes: 6. Nays: 0. Motion approved.

3.009 Five-Year Campus Master Plan and Capital Outlay Request 2028-32

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

> The Alpena Community College Board of Trustees authorizes College officials to submit the ACC Five-Year Campus Master Plan and Capital Outlay Request 2028-32 to the State Budget Office.

Ayes: 6. Nays: 0. Motion approved.

3.010 NEW BUSINESS ITEM: Support for AMA-ESD Millage Renewal

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

> The Alpena Community College Board of Trustees expresses enthusiastic support for the Alpena-Montmorency-Alcona Educational Service District special education millage renewal going before voters on November 3, 2026.

Ayes: 6. Nays: 0. Motion approved.

Financial Report

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

- The property tax receipts of $772,084 are $14,617 more than those for September 2025.
- Tuition/fee receipts of $4,169,013 are $207,572 higher than in September 2025, primarily due to the changes in tuition rates and higher billable contact hours.
- State aid for the current year is $8,850. Regular appropriations payments are expected to begin at the start of the normal state fiscal year in October.
- Instructional expenses are down slightly due to the timing of nursing-related supplies purchases.
- Student Services and the Office of Information Technology (OIT) expenses are down primarily due to administrative reorganizations within those departments.
- Physical plant expenses are lower because maintenance and repair costs incurred to date are below the prior-year level at the same point in the fiscal year.
- Net income through the first three months of the new fiscal year shows a gain of $1,443,231, which is typical for this time of year, when fall tuition receipts begin to build.

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

- All categories are tracking as expected for this stage of the year except as noted above.

General Fund Month-to-Month Comparison through September 2026

- Supplies expenses increased in September as instructional supply purchases begin to ramp up for the academic year.
- Utilities increased in September as classes resumed and facility utilization increased.
- Expenses in the Other category include credit card processing fees incurred when students pay tuition and fees by credit card. Credit card payment volume was higher this year than during the same period last year, resulting in increased processing fees.
- All categories are in acceptable ranges except as noted above.

Consolidated Income Statement for the first quarter of FY 2027

- The deficit in restricted funds is due to the timing of reimbursement for the solar array grant.
- The deficits in the Loan and Endowment funds are related to the timing of reimbursement for those funds from other sources.
- Other balances are reasonable for this time of year.

Personnel Report

New hires, terminations, and status changes from September 5 to October 1, 2026.

New Hires:

- Eric MacKenzie, Men's Baseball Assistant Coach, effective 09/16/2026.
- Laura Douglas, Director of Alumni Relations, effective 09/28/2026.

Re-Hires:

- None.

Transfers:

- Taylor Tolsdorf, transferred from Women's Soccer Assistant Coach to Women's Soccer Head Coach, effective 09/16/2026.

Resignations:

- Glenn Campbell, Women's Soccer Head Coach, effective 09/16/2026.

Terminations:

- Walter Wiltse, FT Faculty – Utility Arborist, effective 08/21/2026.

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 September 2026.

Total Donors: 90
Number of Gifts: 129
New Gifts: $85,869.76

Board Discussion

- Secretary Walterreit pointed out the memo supplied by Trustee Gentry which introduces the ACC Board of Trustees Presidential Transition Questions survey. The survey contains six questions created to solicit input from the ACC trustees related to the upcoming presidential search. Trustee Gentry has asked Secretary Walterreit to email a survey link to the trustees after the October 15 board meeting so they can supply their feedback. Secretary Walterreit will collect the survey responses and assemble them into a report to be discussed by the trustees at a future meeting.

New Business

None.

Suggested Future Agenda Items

None.

Next Regular Meeting

The next regular board meeting is scheduled for Thursday, November 19, 2026, at 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.

Adjournment

The regular meeting was adjourned at approximately 8:41 p.m.

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