

May 14, 2019

A regular meeting of the Montcalm Community College Board of Trustees was called to order at 5:30 p.m. by Chairperson Karen Carbonelli in the Trebian Conference Room in MCC's Donald C. Burns Administration/Library Building in Sidney.

Trustees present: Karen Carbonelli, Chairperson  
Esther Combs  
Patricia Hinrichs  
Joyce Kitchenmaster, Secretary  
Robert Marston, Vice Chairperson  
Kurt Peterson (arrived 5:31 p.m.)  
Roger Thelen, Treasurer

Trustees absent:

Other present: Donald Adkison, MCC Physical Science/Math Instructor (left 5:44 p.m.)  
Brandy Bunting, MCC Counselor (left 5:44 p.m.)  
Amy Eady, MCC Dean of Occupations & Program Assessment (left 5:44 p.m.)  
Robert Ferrentino, MCC President  
Lisa Herald, MCC Executive Assistant, President's Office  
Serena Houseman, MCC Administrative Assistant Academic Affairs (left 5:44 p.m.)  
Riki Jensen, MCC Director of Human Resources (left 6:24 p.m.)  
Lisa Lund, MCCF Executive Director (left 6:36 p.m.)  
Meghan Nelson, *The Daily News* reporter (left 6:36 p.m.)  
Tore Skogseth, MCC Student Success Counselor (left 5:44 p.m.)  
Robert Spohr, MCC Vice President for Academic Affairs (left 6:36 p.m.)  
Connie Stewart, MCC Vice President for Administrative Services (left 6:36 p.m.)  
Anne Wiggers, MCC Accounting Assistant (left 5:44 p.m.)

The Trustees reviewed the minutes from their 4/9/19 meeting. Hearing no comments or corrections, Mrs. Carbonelli said the minutes were received and approved.

The Trustees reviewed financial reports.

Mr. Skogseth updated the Trustees regarding the increase in health care costs.

The Trustees reviewed Board policies Section II: "*Governance Process Policies – Meetings*" and Section IV: "*Executive Limitations Policies – Financial Condition*".

Upon motion duly made by Hinrichs and supported by Kitchenmaster, the following resolution was unanimously approved:

**BE IT RESOLVED**, That MCC's 2019-20 fiscal-year budgets authorizing expenditures of \$16,008,417 for general operation and \$325,872 for the Activities Building-Self Supporting, from anticipated revenues of the same amounts, are approved.

Upon motion duly made by Thelen and supported by Hinrichs, the following resolution was unanimously approved:

**BE IT RESOLVED**, That MCC's in-district tuition is set at \$110 per credit hour, out-of-district tuition is set at \$208 per credit hour, out-of-state tuition is set at \$340 per credit hour, in-district nursing tuition is set at \$136, out-of-district nursing tuition is set at \$233 and out-of-state nursing tuition is set at \$365, effective with the fall 2019 semester, are approved.

Upon motion duly made by Kitchenmaster and supported by Combs, the following resolution was unanimously approved:

**BE IT RESOLVED**: That the presidential profile is approved with the following language: The next President of Montcalm Community College will be an outstanding leader demonstrating the following qualities, characteristics, and skills: 1. Excellent interpersonal and communication skills: approachable, diplomatic, a good listener, able to collaborate with students, community, stakeholders, and staff. 2. Commitment to be an active and involved spokesperson for the College in the community. 3. Knowledge of and support for the comprehensive educational needs of the community. 4. A person of high integrity, honesty, and trust. 5. Possesses the ability to actively lobby at the local, state and, federal levels for support of the College. 6. Knowledge of and commitment for mutual gains approach to bargaining and problem solving. 7. Ability and interest to serve as the College's chief fundraiser. 8. Successful experience and demonstrated ability in fiscal management. 9. Ability to effectively work with an elected Board of Trustees using the policy governance model. 10. Successful experience in developing strategic plans. 11. An educational visionary. 12. Experience as a senior leader in the community college sector strongly preferred. 13. An earned doctorate preferred but not required. 14. College teaching experience strongly preferred.

Mrs. Carbonelli moved the president's evaluation from unfinished business to the end of the agenda.

Upon motion duly made by Hinrichs and supported by Kitchenmaster, the following resolution was unanimously approved:

**BE IT RESOLVED:** That the truth-in-taxation hearing will be held on June 11, 2019 at 9 a.m. in the Donald C. Burns Administration Building in the Trebian Conference Room.

Upon motion duly made by Thelen and supported by Combs, the following resolution was unanimously approved:

**BE IT RESOLVED,** That the budgets for the 2018-19 fiscal year be amended to reflect anticipated revenues of \$15,865,647 for general purpose and \$355,134 for the Activities Building-Self-Supporting, with related expenditures of the same amounts.

Mr. Ferrentino updated the Trustees on the recent "Discover Your Tomorrow" event.

The Trustees discussed the timing of the Distinguished Service Award dinner.

At 6:36 p.m., Ms. Hinrichs made a motion to move into executive session for the annual MCC president's evaluation, supported by Marston. A roll-call vote was: Carbonelli, aye; Kitchenmaster, aye; Thelen, aye; Marston, aye; Combs, aye; Hinrichs, aye and Peterson, aye.

At 6:46 p.m., Mrs. Carbonelli made a motion to move out of executive session, supported by Marston. A roll-call vote was: Carbonelli, aye; Kitchenmaster, aye; Thelen, aye; Marston, aye; Combs, aye; Hinrichs, aye and Peterson, aye.

At 6:48 pm, Kitchenmaster moved that the meeting adjourn. Hinrichs supported the motion, which carried unanimously.

Respectfully submitted:

Karen A. Carbonelli      Joyce E. Kitchenmaster  
 Chairperson                      Secretary