

**ST. CLAIR COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES
*Minutes of Regular Meeting Held November 14, 2013***

CALL TO ORDER:

Chairman Adair called the Regular Meeting to order at 4:30 p.m.

AT ROLL CALL:

Members Present

at Roll Call: Robert Tansky, John Adair, John Ogden, David Oppliger,
Denise Brooks, James Relken

Members Absent

at Roll Call: Nicholas DeGrazia

Also Present: Dr. Kevin Pollock; Professor Julie Armstrong-presenter

AGENDA ADOPTION:

It was moved by Ms. Brooks, seconded by Mr. Oppliger, to adopt the agenda as presented.

Motion carried: 6-0

APPROVAL OF MINUTES:

It was moved by Mr. Tansky, seconded by Mr. Ogden, to approve the minutes of the Regular Meeting held October 10, 2013, as printed and circulated.

Motion carried: 6-0

FINANCIAL REPORTS:

Mr. Adair noted that the October 2013 financial reports had been provided to the Board.

COMMUNICATIONS & PETITIONS: N/A

REPORT AND RECOMMENDATIONS OF THE PRESIDENT OF THE COLLEGE

1. INFORMATIONAL ITEMS & PRESENTATIONS

- a. Accounting Program Overview: *Professor Julie Armstrong, presenter*

2. ACTION ITEMS:

Acceptance of Gifts

It was moved by Ms. Brooks, seconded by Mr. Ogden, to accept the following donations and direct that letters of appreciation are prepared for the donors.

- \$200 from Charles Barrett of Fort Gratiot for athletics – baseball
- \$250 from Thomas and Doreen Kephart of Marine City for Friends of the Arts
- \$250 from Florence Oppliger of Port Huron for Friends of the Arts
- \$500 from Dennis and Mary Hawtin of Fort Gratiot for Friends of the Arts
- \$500 from Lynch's Irish Tavern of Port Huron for Friends of the Arts
- \$750 from Celeste and Joseph Skalnek of St. Clair for Friends of the Art

Motion carried: 6-0

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Michigan New Jobs Training Resolution

It was moved by Ms. Brooks, seconded by Mr. Tansky, to adopt the attached resolution to authorize the Michigan New Jobs Training Agreement, authorize the issuance of the New Jobs Training Revenue Bond, and authorize administration to complete agreements as necessary

Roll Call Vote: Tansky – yes; Oppliger – yes, Relken – yes; Brooks – yes; Ogden – yes; Adair – abstain

Motion carried: 5-0-1

Fine Arts Building Heating, Ventilation, and Air Conditioning (HVAC) Replacement

It was moved by Mr. Relken, seconded by Mr. Tansky, to award the Fine Arts Building HVAC replacement to Siemens Building Technologies of Plymouth, MI in the amount of \$4,250,000 to be paid from the Building and Site Fund.

Motion carried: 6-0

OLD BUSINESS:

Proposed Changes to Board Policy 2.13 – Tobacco Free Campus

It was moved by Ms. Brooks, seconded by Mr. Tansky, to adopt the proposed changes to Board Policy 2.13 and to change the effective date of the Tobacco Free Campus implementation to August 1, 2014 as attached.

Motion carried: 5–1 (Adair voted against the motion)

NEW BUSINESS:

Proposed Changes to Board Policy 2.22: Board Travel – first reading

Chairman Adair noted the minutes would reflect that a first reading was held on the proposed changes to Board Policy 2.22 as attached.

STAFF CHANGES: N/A

TRUSTEE REPORTS:

Chairman Adair reminded Trustees about the November 22 Board Retreat and Legislative Luncheon and further noted that agenda topics would be requested from Trustees via email.

ADJOURNMENT:

It was moved by Mr. Ogden, seconded by Ms. Brooks, to adjourn the meeting at 5:30 p.m.

Motion carried: 6-0.

Respectfully submitted,

Certified by,

Mary L. Hawtin
Board Secretary

John D. Adair
Chair

**St. Clair County Community College
State of Michigan**

**RESOLUTION AUTHORIZING NEW JOBS TRAINING AGREEMENT
AND REVENUE BOND
(GRACE ENGINEERING CORP. PROJECT)**

Minutes of a regular meeting of the Board of Trustees of St. Clair County Community College, State of Michigan (the "College") held on the **14th day of November, 2013**, at 4:30 p.m., Eastern Time.

PRESENT: **Trustees John Adair, David Oppliger, Denise Brooks, Robert Tansky,**

John Ogden, James Relken

ABSENT: **Trustee Nicholas DeGrazia**

The following preamble and resolution were offered by **Trustee Brooks** and supported by **Trustee Tansky**:

WHEREAS, the New Jobs Training Program, codified in Chapter 13 of the Community College Act of 1966, Act 331, Public Acts of Michigan, 1966, as amended (the "Act"), authorizes the College to enter into certain training agreements with employers engaged in business in this state; and

WHEREAS, a Michigan New Jobs Training Agreement between the College and Grace Engineering Corp., of Memphis, Michigan, has been prepared and is on file with the Secretary of the Board of Trustees (the "Agreement"); and

WHEREAS, the College desires approve the Agreement, authorize the issuance of a new jobs training revenue bond and to authorize officials of the College to execute and deliver the Agreement, and attend to other matters pertinent thereto.

NOW, THEREFORE BE IT RESOLVED THAT:

1. Approval of New Jobs Training Agreement. The Agreement is hereby approved in substantially the form on file with the College and the Vice President for Administrative Services (the "Authorized Officer") is hereby authorized to execute and deliver the Agreement to Grace Engineering Corp. with such changes as may be necessary or convenient to finalize the Agreement, provided such changes are not detrimental to the College. The Agreement is hereby incorporated in full by reference and made a part of this resolution.

2. Approval of Revenue Bond. A revenue bond of the College is hereby approved in the principal sum of not to exceed Eighty Thousand Dollars (\$80,000). **The bond shall not be a general obligation of the College, but shall be payable solely and only from the New Jobs Credit from Withholding anticipated to be received pursuant to the Agreement. The College hereby irrevocably pledges the New Jobs Credit from Withholding and the Project Receipt Fund described in the Agreement for the payment of the bond.** The bond shall be payable at the time, in

the amounts, in the manner and on the terms and conditions and be issued in substantially the form attached to the Agreement. The bond shall be signed by the manual or facsimile signature of the Chairperson of the College and countersigned by the manual or facsimile signature of the Secretary of the College and authenticated by the Bond Registrar. The Controller is hereby appointed to serve as Bond Registrar for the bond. The Authorized Officer and other officials of the College are hereby authorized to adjust the final bond details set forth herein to the extent necessary or convenient to complete the transactions authorized herein, and in pursuance of the foregoing are authorized to exercise the authority and make the determinations authorized pursuant to Section 164(4)(i) of the Act, and to cause the issuance, sale and delivery of the bond, provided that the principal amount of the bond shall not exceed the principal amount authorized in this resolution, the bond shall bear no interest, and the bond shall mature on or before the expiration date of the Agreement.

3. Filing. The Authorized Officer is hereby authorized and directed to file a copy of the Agreement with the Department of Treasury promptly after its execution.

4. Bond Counsel. Miller, Canfield, Paddock and Stone, P.L.C., is hereby appointed to serve as bond counsel to the College with respect to the issuance of the bonds.

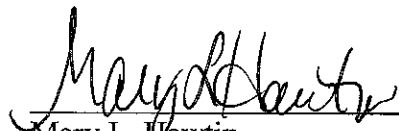
5. Repealer. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution are hereby rescinded.

AYES: **Trustees Ogden, Tansky, Oppliger, Brooks, Relken**

NAYS: N/A


ABSTAIN: **Trustee Adair**

RESOLUTION DECLARED ADOPTED.



Mary L. Hawtin
Secretary, Board of Trustees

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Trustees of St. Clair County Community College, State of Michigan at a regular meeting held on November 14, 2013, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.



Mary L. Hawtin
Secretary, Board of Trustees

ST. CLAIR COUNTY COMMUNITY COLLEGE**BOARD POLICY – TOBACCO FREE CAMPUS****Policy**

The Board of Trustees of St. Clair County Community College recognizes the health dangers created by smoking and hereby prohibits the use of any tobacco products whether smoking, chewing or otherwise, anywhere on the St. Clair County Community College campus, including buildings, sidewalks, parking lots, building entrances, common areas and in College-owned vehicles.

Administration

Effective August 1, 2014, St. Clair County Community College and its campus shall become a tobacco-free campus. Therefore, effective August 1, 2014, no person shall use any tobacco products whether smoking, chewing or otherwise, anywhere on the St. Clair County Community College campus, including buildings, sidewalks, parking lots, building entrances, common areas and in College-owned vehicles. This policy is adopted by the Board of Trustees to protect the health, safety and welfare of the College faculty, employees, students and visitors.

For those employees who wish to discontinue smoking, the College will provide assistance through its Wellness Program.

Approved by Board of Trustees - April 8, 1993

Revised: February 18, 2010

Revisions Proposed: September 12, 2013 - *first reading*

Revisions Proposed: October 10, 2013 - *second reading*

Revised: November 14, 2013

**ST. CLAIR COUNTY COMMUNITY COLLEGE
BOARD POLICY – BOARD TRAVEL**

Meetings of Associations

The College, as a member of Michigan Community College Association and Association of Community College Trustees (herein, “Associations”), elects primary delegates and alternate delegates to represent the College at meetings of the Associations.

- a) Delegates’ Attendance at meetings of Associations. Duly elected delegates may attend duly called meeting of Associations at the College’s expense in accordance with the College’s policy on employee travel.
- b) Non-Delegate Trustees’ Attendance at Meetings of Associations. Any non-delegate Trustee may attend meetings of Associations, at the Trustee’s own expense.
- c) MCCA Summer Conference. Notwithstanding subsections a) and b) above, any Trustee may attend the Michigan Community College Association’s annual summer conference at the College’s expense in accordance with the College’s policy on employee travel.

Professional Conferences

The College recognizes the benefit of Trustee training. A Trustee who desires to attend a professional training conference shall submit a request with sufficient advanced notice of the proposed conference to the Board Secretary to be considered by the Board at the Board’s next scheduled meeting. If the Board approves the Trustee’s attendance at the proposed conference, the cost shall be paid by the College in accordance with the College’s policy on employee travel provided that there is adequate funding in the Board of Trustees professional development account. If the Board does not approve the expenditure for the Trustee’s attendance, the Trustee may attend the conference at his or her own expense.

Non-Trustee Travel Companions

A Trustee who travels in accordance with this policy may be accompanied by non-trustee travel companions, provided that the College shall not pay for any additional expense incurred by that companion.

Budget Considerations

The Board of Trustees will develop and approve a travel budget for each fiscal year. The budget will include known expenses for the fiscal year and a fixed amount for travel by trustees not known at the beginning of the fiscal year. All travel by Trustees must be approved by a majority of the Trustees. By majority vote, the Board reserves the right to modify the budget, as to the amount to be spent and how it is to be spent, at any time.

Approved by Board of Trustees – August 13, 2009

Revised: June 10, 2010

Revised: June 14, 2012

Proposed revisions presented for First Reading – November 14, 2013