

**ST. CLAIR COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES
*Minutes of Regular Meeting Held May 8, 2014***

CALL TO ORDER:

Chairman DeGrazia called the Regular Meeting to order at 4:31 pm.

AT ROLL CALL:

Members Present

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

Members Absent

at Roll Call: John Adair

Also Present: Dr. Kevin Pollock, Adam Dickinson–*presenter*, Chadd Hodkinson–*presenter*,
Pete Lacey–*presenter*

AGENDA ADOPTION:

It was moved by Ms. Brooks, seconded by Mr. Ogden, to add item **H.2.f. “*Consideration of Career Plan Blue and Career Plan Gold Contracts*”**, to add item **J.2. “*Trustee Enrollment Inquiry*”**, and to adopt the agenda as amended.

Motion carried: 6-0

APPROVAL OF MINUTES:

It was moved by Ms. Brooks, seconded by Mr. Tansky, to approve minutes of the Regular Meeting held April 17, 2014, as printed and circulated.

Motion carried: 6-0

FINANCIAL REPORTS:

Chairman DeGrazia acknowledged that financial reports for the month of April 2014 had been provided to Trustees.

COMMUNICATIONS & PETITIONS: n/a

REPORT AND RECOMMENDATIONS OF THE PRESIDENT OF THE COLLEGE

1. INFORMATIONAL ITEMS & PRESENTATIONS

- A. SET-SEG Presentation: Chadd Hodkinson–*presenter*
- B. Strategic Plan ENDS IV: Adam Dickinson–*presenter*
- C. Tobacco-free Campus Update: *Pete Lacey–presenter*

2. ACTION ITEMS:

Adoption of 2014-2015 General Fund Budget

It was moved by Ms. Brooks, seconded by Mr. Tansky, to adopt the 2014-2015 General Fund Budget as attached.

Motion carried: 6-0

Adoption of 2014-2015 Technology Fund Budget

It was moved by Mr. Ogden, seconded by Ms. Brooks, to adopt the 2014-2015 Technology Budget as attached.

Motion carried: 6-0

Siemens HVAC Services Proposal

It was moved by Mr. Tansky, seconded by Ms. Brooks, to award a three-year contract for HVAC services to Siemens Building Technologies of Plymouth, MI in the amount of \$249,130 per year to be paid from the General Fund.

Motion carried: 6-0

Resolution Establishing Millage Rates

It was moved by Mr. Relken, seconded by Mr. Oppliger, to adopt the attached resolution establishing an operating millage and authorizing the levy for the fiscal year ending June 30, 2015.

Roll Call Vote: Brooks – yes; Oppliger – yes; Ogden – yes; Tansky – yes; Relken – yes; DeGrazia – yes.

Motion carried: 6-0

ACCT Faculty Award Nomination

It was moved by Mr. Oppliger, seconded by Mr. Ogden, to support the nomination of Professor Donna Parkhurst for the ACCT William H. Meardy Faculty Award and to authorize the Board Chair to sign a letter outlining this support for inclusion with the nomination packet.

Motion carried: 6-0

Consideration of Career Plan Blue and Career Plan Gold Contracts

It was moved by Mr. Oppliger, seconded by Mr. Tansky, to approve the 2014-2016 Career Plan Blue and 2014-2016 Career Plan Gold employment contracts as presented.

Motion carried: 6-0

OLD BUSINESS: n/a

NEW BUSINESS:

Trustee Professional Development Requests (3)

It was moved by Mr. Relken, seconded by Ms. Brooks, to provide Board approval for Trustee Degrazia, Trustee Ogden, and Trustee Tansky to attend the Michigan Community College Association's Summer Workshop to be held July 23-25, 2014 in Traverse City, MI.

Motion carried: 6-0

Trustee Enrollment Inquiry

It was moved by Mr. Tansky, seconded by Ms. Brooks, to request an update from administration on what the College is doing differently to increase enrollment.

Motion carried: 6-0

(Dr. Pollock provided a handout listing a variety of current/new enrollment efforts.)

STAFF CHANGES:

MAHE Appointments – Probationary Status (2)

It was moved by Mr. Relken, seconded by Mr. Ogden, to appoint the following:

- Elizabeth Jacoby as instructor of English-probationary status, effective August 19, 2014
- Michelle Watta as instructor of psychology-probationary status, effective August 19, 2014

Motion carried: 6-0

ADJOURNMENT:

It was moved by Mr. Relken, seconded by Mr. Oppliger, to adjourn the meeting at 6:07 pm.

Motion carried: 6-0

Respectfully submitted,

Certified by,

Mary L. Hawtin
Board Secretary

Nicholas DeGrazia
Chair

Proposed Technology Budget

St. Clair County Community College		
Proposed Technology Fund Budget 2014-2015		
Reported in Designated Fund Report		
		2014-2015
		Proposed
Funds Available		
Balance March 31, 2014		\$ 524,000
Additions to fund		1,150,000
Total Budgeted Available		\$ 1,674,000
Expenditures		
Personal Computers (desk and lap tops)		\$ 200,000
Smart Classrooms		100,000
Wireless Access Points		100,000
Network Equipment		250,000
Total Infrastructure Expenditures		\$ 650,000
Budget for replacement, renewal and new projects		1,024,000

St. Clair County Community College		
Proposed General Fund Budget 2014-2015		
		2014-2015
		Proposed
Revenue		
Tuition and Fees		\$13,300,000
Property Tax		\$9,700,000
State Aid		\$7,000,000
Other Income		\$800,000
Total Revenue/Transfers		<u>\$30,800,000</u>
Expenditures		
Salaries and Wages		\$14,385,000
FICA/Retirement		\$4,910,000
Fringes		\$2,935,000
General Insurance		\$263,000
Utilities and Postage		\$1,000,000
Transfers: Designated Funds		\$2,530,000
Operational Expenditures		\$3,885,000
Restricted, Matching and Bond Retirement		\$520,000
Unappropriated		\$372,000
Total Expenditures		<u>\$30,800,000</u>

**RESOLUTION BY THE BOARD OF TRUSTEES
ST. CLAIR COUNTY COMMUNITY COLLEGE**

WHEREAS, the Board of Trustees of St. Clair County Community College, pursuant to Section 144 of Act 331, Public Acts of Michigan 1966, is authorized to levy taxes against property within the Community College District; and

WHEREAS, the Board of Trustees pursuant to Act 206, Public Acts of Michigan 1893, as amended, held a hearing on increasing its authorized taxing base to the maximum rate previously authorized; and

WHEREAS, the Board of Trustees, pursuant to such statutes, may levy such taxes on or before September 1st of each year or may provide by resolution of said Board to levy taxes against property within any city, any portion of which lies within the Community College District, in the same manner and at the same time as the city taxes are collected; and

WHEREAS, the Board of Trustees has determined that it would be in the best interests of the Community College District to levy taxes in July of each year at the same time and in the same manner as the city taxes are collected except that the summer tax levy shall not apply to the City of Memphis, Michigan, where the Community College District taxes will be collected at the same time as the Township taxes;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the St. Clair County Community College that it does hereby adopt this Resolution pursuant to Section 144 of Act 331, Public Acts of Michigan 1966, as amended, and Act 206, Public Acts of Michigan 1893, as amended, determining that the Community College does intend to levy for the fiscal year ending June 30, 2015, an increased millage rate up to .150 mills over the base rate, as defined, so as to allow the levy of the full authorized rate, less the Headlee roll-back, against all property, any portion of which lies within the Community College District boundaries. The tentative millage rate, less the Headlee rollback is 1.8891 mills. The Treasurer of this Board is hereby authorized to revise this figure if the Headlee rollback factor or the taxable value should be modified or adjusted.

RESOLVED, FURTHER, that the above operating levy against all property within any city, any portion of which lies within the Community College District boundaries except within the City of Memphis, Michigan, will be collected at the same time and in the same manner as the city taxes are collected.

RESOLVED, FURTHER, that as to all other property, any portion of which lies within the Community College District boundaries, including within the City of Memphis, Michigan, the above operating levy will be collected at the same time as the Township taxes are collected.

RESOLVED, FURTHER, that the Treasurer of this Board is authorized and directed to certify for levy and collection the above taxes to the respective city and township clerks in which any part or portion of said Community College District is located.

RESOLVED, FURTHER, that the Treasurer of this Board is hereby authorized and directed to proceed with the necessary steps to properly determine and certify the tax rate to said cities in sufficient time to levy such taxes for the July 1, 2014, fiscal year, and to certify the tax rate as to the townships in sufficient time to levy such taxes for the December 1, 2014 fiscal year.

Mary L. Hawtin
Secretary, Board of Trustees
St. Clair County Community College

CERTIFICATION

I do hereby certify that I am the duly elected and qualified Secretary and the keeper of the records and corporate seal of St. Clair County Community College and that the attached is a true and complete copy of a Resolution duly adopted at a regular meeting of its Board of Trustees, held in accordance with its bylaws on May 8, 2014.

Mary L. Hawtin, Secretary

Dated: May 8, 2014