

NORTHWESTERN MICHIGAN COLLEGE
BOARD OF TRUSTEES
MINUTES
Monday, June 24, 2024
Timothy J. Nelson Innovation Center
Room 106/107

CALL TO ORDER—Chair Laura J. Oblinger called the regular meeting to order at 5:30 p.m.

ROLL CALL

Trustees present: Laura J. Oblinger, Bill F. Marsh, Kennard R. Weaver, Chris M. Bott, Douglas S. Bishop, Kenneth E. Warner, Andrew K. Robitshek

Also present: President Nick Nissley, Lynne Moritz, Hollie DeWalt, Diana Fairbanks, Troy Kierczynski, Lindsey Lipke, Kyle Morrison, Stephen Siciliano, John Dancer, Kim Grabowski, Ann Rogers, David Petrove, Barbara Overdier, Beth Balentine, Susan Olcott, Laura Stevens Matchett, Clifton Murie, Janet Lively, Becca Richardson, Ed Bailey, Jason Slade, Marcus Bennett, Dan Wasson, Patrick Quinlan, Carly McCall, Steve Rice, Molly Norville, Sydney Richardson, Will Kitchen, Dylan Schaub, Jim Muratzki, Tadd Kaiser, Bill Williston, Bill Twietmeyer

REVIEW OF AGENDA—The agenda was accepted as presented.

BUDGET HEARING—The regular meeting was closed and the budget hearing opened at 5:31 p.m. on a motion by Doug Bishop, seconded by Kennard Weaver, with the following roll call vote: Yes—Chris Bott, Bill Marsh, Ken Warner, Doug Bishop, Andy Robitshek, Kennard Weaver, Laura Oblinger; No—None.

FY25 Budget Review—Troy Kierczynski, Vice President of Finance and Administration, sought questions regarding the proposed budget for FY25 that included the proposed property tax millage rate of 2.03 mills for operating purposes.

Public Comment—There was public input offered pertaining to the budget hearing by Clifton Murie.

Budget Hearing Adjournment—A motion was made by Doug Bishop, seconded by Chris Bott, that the budget hearing be closed and the regular meeting reconvened. The motion passed with the following roll call vote: Yes—Kennard Weaver, Ken Warner, Doug Bishop, Andy Robitshek, Bill Marsh, Chris Bott, Laura Oblinger; No—None; and the regular meeting reconvened at 5:35 p.m.

STRATEGIC FOCUS

Mission & Values in Action—Sydney Richardson, shared recent events for the Pride Club student organization.

Program Focus: Office of Possibilities (OOPs)—Will Kitchen, Co-Director of OOPs, and Jason Slade, Vice President of Strategic Initiatives, presented success stories of innovation and entrepreneurship over the past year-and-a-half since the initiative began.

Strategic Initiatives Update: Community Partnerships and Engagement—Vice President Slade reported on strategy four, which is on track with 2 of the 4 objectives currently classified as “green”. These objectives are focused on workforce and technical training, and access to 4-year pathways are on track. While changes in pricing and course cost structure resulted in financial improvements for Extended Educational Services during FY23, work continues in order to improve the financial performance of the department through quarterly budget reviews, new offerings, and expense analysis. Community Partnership activities continue but this objective is becoming more aligned with the Foundation’s strategic plan efforts, allowing the college to maximize resources.

REPORTS AND PRESENTATIONS

Faculty Report—Janet Lively, Communications Instructor and Director of Center for Instructional Excellence (CIE), described the partnership between CIE and Educational Technology, with the mission of supporting student learning by encouraging faculty-led initiatives, promoting development of faculty knowledge, and recognizing the achievement of excellence.

PUBLIC INPUT—There was public input offered by Clifton Murie, Bill Williston, Bill Twietmeyer, Jackie Anderson, Ann Rogers, Kim Grabowski, Jim Muratzki, Barbara Overdier, Susan Olcott, and Beth Balentine.

UPDATES

President’s Update—President Nick Nissley reviewed the process undertaken by the college for the facilities plan over the past year-and-a-half. Nissley also provided updates regarding the Freshwater Research and Innovation Center and the incoming Chief Advancement Officer, Dino Hernandez.

Board Chair Update—Chair Laura Oblinger provided a summary of upcoming projects and engagement opportunities for trustees.

CONSENT ITEMS—On a motion by Doug Bishop, seconded by Kennard Weaver, the following items were approved by a unanimous vote as a group without discussion:

- Minutes of the May 20, 2024, regular meeting
- Minutes of the May 22, 2024, special meeting
- Minutes of the June 11, 2024, special meeting
- Enrollment Report—*Todd Neibauer, Vice President for Student Services and Technologies*
- Financial Report—*Troy Kierczynski, Vice President of Finance and Administration*
- PRMC—*Diana Fairbanks, Associate Vice President of PRMC*
- Foundation Report—*Carly McCall, Director of Alumni Engagement*
- Policy Committee—*Chris Bott, Committee Chair*
- Building and Site Committee—*Ken Warner, Committee Chair*
- Audit Committee—*Kennard Weaver, Committee Chair*

There was a five minute break in the meeting before continuing on to the Action Items segment of the agenda.

ACTION ITEMS

Campus Facilities Plan—On a motion by Doug Bishop, seconded by Kennard Weaver, the Board of Trustees approved the NMC Campus Facilities Plan as included with the materials for their June 24, 2024 Board meeting. The motion passed unanimously.

Freshwater Research and Innovation Center—Kennard Weaver made a motion, seconded by Doug Bishop, authorizing President Nissley to sign the Articles of Incorporation, forming the nonprofit corporation, The Freshwater Center, with Discovery Center and Pier. The motion passed unanimously.

Financial Support of the Freshwater Center—Doug Bishop made a motion, seconded by Ken Warner, authorizing a \$3,000,000 commitment to the development of The Freshwater Center. The motion passed unanimously.

Certification of Taxes—On a motion by Doug Bishop, seconded by Bill Marsh, the Board adopted a resolution authorizing the millage rate of 2.03 mills be levied for operation purposes for FY25. The motion passed unanimously.

Adoption of Budgets and Tuition Rate— Chris Bott made a motion, seconded by Ken Warner, adopting the FY25 budget based on the tuition and fee rates for the FY25 as presented. The motion passed unanimously.

Blanket Purchase Orders—Kennard Weaver made a motion, seconded by Doug Bishop, authorizing administration to create blanket purchase orders for each vendor identified on the presented spreadsheet for the total of the estimated FY25 costs. The motion passed unanimously.

Benefits Advisor—Doug Bishop made a motion, seconded by Bill Marsh, authorizing the administration to enter into a contract with Gallagher Benefit Services, Inc. in the amount of \$59,000 in FY25, \$60,770 in FY26, and \$62,593 in FY27 to provide ongoing services as NMC's benefit advisors/brokers. The source of funds will be the general fund operating budget. The motion passed unanimously.

Annexation of Benzie County Ballot Language—On a motion by Ken Warner, seconded by Doug Bishop, it was recommended to adopt updated ballot proposition language for annexation of Benzie County to join the Northwestern Michigan College district. The motion passed unanimously.

Backup Storage System Replacement—On a motion by Kennard Weaver, seconded by Bill Marsh, the Board authorized for administration to enter into a contract with Thinkmate for the replacement of the Backup Storage System at a cost of \$138,373; funded by the Technology Plant fund. The motion passed unanimously.

Foundation Board Appointments—Kennard Weaver made a motion, seconded by Bill Marsh, approving the reappointment of Suzanne Allen, Lorraine Beers, Chris Branson, Bill Donberg, Chris Lamb, Eleanor Lynn, David Shooltz, Timothy Young, and Nancy Zimmer to the NMC Foundation Board for a term of three fiscal years, commencing July 1, 2024, and ending June 30, 2027. The motion passed unanimously.

Parsons Stulen Roof—On a motion by Doug Bishop, seconded by Ken Warner, the Board authorized for administration to enter into a contract with Full Spectrum Coatings in the amount of \$108,500 to complete the work on the Parsons-Stulen roof. The source of funds is the annual Plant Fund budget. The motion passed unanimously.

University Center Boiler Upgrade—On a motion by Bill Marsh, seconded by Chris Bott, the Board authorized for administration to enter into a contract with Temperature Control, Inc. for \$140,900 to complete the boiler upgrade. The source of funds is the annual Plant Fund budget. The motion passed unanimously.

Waste Removal—Doug Bishop made a motion, seconded by Chris Bott, authorizing administration to enter into a contract with GFL Environment for \$35,520 for weekly refuse removal and recycling for a period of one (1) year beginning September 1, 2024, with a renewal option for two more years. The source of funds is the annual general fund operating budget. The motion passed unanimously.

East Hall Floor Care—On a motion by Doug Bishop, seconded by Bill Marsh, the Board authorized for administration to enter into a contract with Modernistic, in the amount of \$42,431.43 to complete floor stripping and waxing in East Hall. The source of funds is the annual Plant Fund budget. The motion passed unanimously.

Board Policies—Chris Bott made a motion, seconded by Bill Marsh, to adopt the following amended Board policies on a first-reading basis, with the edit listed below for Policy A-106.00:

- Leases ~~of College property~~ (as lessor or lessee) exceeding three years or more and exceeding \$50,000 annually
 - A-106.00 Items for Specific Board Approval
 - D-500.00 Operations
 - D-600.00 Champion
 - D-700.00 Culture

Closed Session—Kennard Weaver made a motion, seconded by Chris Bott, that the Board adjourn the open session and consider in closed session (pursuant to Subsection 8(a) of the Open Meetings Act, MCL 15.268) the mid-year evaluation of the president, per his request for a closed session. The motion passed with the following roll call vote: Yes—Andy Robitshek, Doug Bishop, Chris Bott, Kennard Weaver, Bill Marsh, Laura Oblinger; No—none; and the Board went into closed session at 7:23 p.m.


Reconvene Regular Session—Kennard Weaver made a motion, seconded by Doug Bishop, to adjourn the closed session and reconvene the open session. The motion passed with the following roll call vote: Yes—Doug Bishop, Andy Robitshek, Chris Bott, Bill Marsh, Kennard Weaver, Ken Warner, Laura Oblinger; No—none; and the regular open session reconvened at 8:06 p.m.

REVIEW OF FOLLOW-UP REQUESTS—Confirmed requests made by the Board that require administrative follow-up for information to be provided to the Board at a later date.

- Send upcoming MCCA and ACCT Conference information to trustees

ADJOURNMENT—The meeting adjourned at 8:08 p.m.

Recorded by Lynne Moritz, Executive Director of the President’s Office and Board Operations.

SIGNED  _____
Laura J. Oblinger, Chair

ATTESTED  _____
Chris M. Bott, Secretary