

**NORTHWESTERN MICHIGAN COLLEGE  
BOARD OF TRUSTEES  
MINUTES  
Monday, September 23, 2024  
TJNIC 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, Chris M. Bott, Kenneth E. Warner, Kennard R. Weaver

**Trustees absent:** Bill F. Marsh, Andrew K. Robitshek, Douglas S. Bishop

**Also present:** President Nick Nissley, Lynne Moritz, Troy Kierczynski, Lindsey Lipke, Kyle Morrison, Todd Neibauer, Stephen Siciliano, Jason Slade, Marcus Bennett, Molly Hidley, Dino Hernandez, Becca Richardson, Laura Korch, Hollie DeWalt

**REVIEW OF AGENDA**—The agenda was accepted as presented.

**STRATEGIC FOCUS**

**Mission & Values in Action: Welcome Week and Student Life**—Molly Hidley and Marcus Bennett, Associate Dean of Campus Life, presented on 10<sup>th</sup> annual Welcome Week events which celebrate the start of fall semester and serve to increase a sense of belonging for new students.

**Future Focused Education**—Jason Slade, Vice President of Strategic Initiatives and Stephen Siciliano, Vice President for Educational Services, presented an update on the future focused education strategy with emphasis on the development of Experiential Learning Endorsement.

**REPORTS AND PRESENTATIONS**

**Faculty Report: Wood Fired Kiln**—Laura Korch, Humanities Instructor, shared the wood fired kiln event from April 2024 as an example of fostering belonging, fairness and openness, and lifelong learning as a foundation to a thriving community. There are plans to host another firing event in November.

**FY26 Five-Year Capital Outlay Plan Overview**—Troy Kierczynski, Vice President of Finance and Administration, provided a preview of the capital outlay plan, which will be an action item on the October agenda. The Osterlin Integrated Services Hub project has been submitted multiple years and is recommended to be submitted in the FY26 plan as well.

**PUBLIC INPUT**—There was no public input offered.

**UPDATES**

**President's Update**—President Nick Nissley shared updates on the Freshwater Research and Innovation Center, facilities department reorganization, enrollment growth, and points of pride.

**Board Chair Update**—Chair Laura Oblinger highlighted that each presentation on the agenda was student-centered—from creating a sense of belonging with Welcome Week and the wood kiln firing, to developing Experiential Learning credentials. Regarding the Employee Retention Credit discussed with the Audit Committee and Executive Committee, Oblinger noted to fellow trustees that while the

credit will be recorded by auditors, there is still uncertainty about whether the IRS will approve the credit; therefore, the credit amount can not be planned for in the budget.

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

- Minutes of the August 26, 2024 regular meeting
- Minutes of the August 29, 2024 special meeting
- Enrollment Report
- Financial Report
- PRMC Report
- Foundation Report
- Audit Committee minutes
- Building and Site Committee minutes
- Executive Committee minutes

**ACTION ITEMS**

**Foundation Board Appointments**—On a motion by Ken Warner, seconded by Kennard Weaver, it was recommended to approve the appointment of Jeff Caviston and Mike Lipp to the NMC Foundation Board for a term of three fiscal years, lasting until June 30, 2027. The motion passed unanimously.

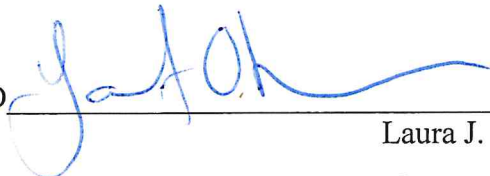
**Mitel Software Assurance Renewal**—Chris Bott made a motion, seconded by Ken Warner, recommending authorization for administration to enter into a contract with BSB Communications for the purchase of a 3-year service contract for our VoIP phone system at a cost of \$50,894. The purchase will be funded by the Technology Plant Fund. The motion passed unanimously.


**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.

- Invitation to November wood fired kiln event

**ADJOURNMENT**—The meeting adjourned at 6:27 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