SCHEDULED MEETING: 7:30 p.m.

BOARD CONFERENCE ROOM:
Room 1301
Regional Technology Center

TRUSTEES PRESENT:
Lenore Croudy
Michael A. Freeman
Albert J. Koegel
Matthew Norwood
John L. Snell, Jr.
Rafael C. Turner

TRUSTEES ABSENT:
Sally Shaheen Joseph

PRESIDING OFFICER:
Lenore Croudy, Chairperson
Regular Board Meeting: 7:30 p.m. to 7:49 p.m.

Certified As Correct:

Lenore Croudy, Chairperson
Sally Shaheen Joseph, Secretary
Committee of the Whole Session

Chair Croudy called the Committee of the Whole Session to order at 6:28 p.m. She called on President Shaink, who introduced Scott Jenkins, Vice-President, Student & Administrative Services. Mr. Jenkins gave background on the 2006 closing of the Durham Natatorium, and facilitated a tour highlighting the work that has been done to the building since its closing, as well as plans to renovate and repurpose the building as a Fitness/Wellness Center. In conjunction with the tour, Vice-President Jenkins also showed the Ballenger Fieldhouse’s Fitness Center, where Dr. Amy Fugate, Vice-President, Academic Affairs, provided an overview of the equipment upgrades to the room, and highlighted the College’s Physical Education curriculum.

Following a brief question and answer period, Chair Croudy closed the Committee of the Whole Session at 7:19 p.m.

I. CALL TO ORDER:

Chair Croudy called the meeting to order at 7:30 p.m.

II. ADDITIONS TO THE AGENDA

There were no additions to the agenda.

III. ADOPTION OF AGENDA

VICE-CHAIR SNELL MOVED THAT THE AGENDA BE ADOPTED. TRUSTEE FREEMAN SECONDED THE MOTION.

Chair Croudy called for a vote to adopt the agenda.

ALL PRESENT VOTED AYE. MOTION PASSED.

IV. SPECIAL PRESENTATIONS

There were no special presentations.

V. COMMUNICATIONS

There were no communications.

VI. COMMENTS FROM THE PUBLIC

There were no comments from the public.
VII. APPROVAL OF MINUTES

TRUSTEE NORWOOD MOVED THAT THE REGULAR MEETING MINUTES OF APRIL 28, 2014 BE APPROVED. VICE-CHAIR SNELL SECONDED THE MOTION.

Chair Croudy called for a vote to approve the minutes of April 28, 2014.

ALL PRESENT VOTED AYE. MOTION PASSED.

VIII. INFORMATIONAL REPORTS

Acceptance of Standing Board Committee Reports:

1. Personnel (Joseph, Norwood, Turner): Trustee Norwood reported that the Personnel Committee met on May 14, 2014. Notes from that meeting appear as Attachment A.

2. Finance/Audit (Koegel, Freeman, Snell): Vice-Chair Snell reported that the Finance/Audit Committee met on May 14, 2014. Notes from that meeting appear as Attachment B.

Other Reports:

1. Presidential Search Screening Committee (Croudy, Freeman): Trustee Freeman reported that the Presidential Search Screening Committee met on May 8, 2014. Notes from that meeting appear as Attachment C.

IX. UNFINISHED BUSINESS

There was no unfinished business.

X. NEW BUSINESS

Consent Agenda:

Chair Croudy called for a motion to approve the Consent Agenda.

MOVED BY TREASURER KOEGEL, SECONDED BY VICE-CHAIR SNELL THAT THE BOARD APPROVE THE CONSENT AGENDA.

Chair Croudy called for a vote on the Consent Agenda, Item 1.31 (Treasurer’s Report for April 2014).

ALL PRESENT VOTED AYE. MOTION PASSED.
Individual Items:

Chair Croudy called for a motion to approve Item 1.32, Elevator Replacement and Upgrades Project.

MOVED BY VICE-CHAIR SNELL, SECONDED BY TREASURER KOEGEL THAT THE BOARD APPROVE ITEM 1.32.

Chair Croudy called for a vote on Item 1.32.

ALL PRESENT VOTED AYE. MOTION PASSED.

Chair Croudy called for a motion to approve Item 1.33, Contracted Custodial Services For Extension Sites and Community Centers.

MOVED BY TRUSTEE TURNER, SECONDED BY VICE-CHAIR SNELL THAT THE BOARD APPROVE ITEM 1.33.

Chair Croudy called for a vote on Item 1.33.

ALL PRESENT VOTED AYE. MOTION PASSED.

Chair Croudy called for a motion to approve Item 1.34, Confirmation of Interim Chief Human Resources Officer (CHRO).

MOVED BY TRUSTEE NORWOOD, SECONDED BY VICE-CHAIR SNELL THAT THE BOARD APPROVE ITEM 1.34.

Chair Croudy called for a vote on Item 1.34.

ALL PRESENT VOTED AYE. MOTION PASSED.

XI. ADMINISTRATIVE ITEMS

President Shaink distributed the Executive Summary and highlighted upcoming dates, including Board meeting dates for the month of June. He called on Mark Kennedy, Chief Human Resources Officer, who introduced new employees Dawn Hibbard, Jeffry McHale, and Andrew Gauthier.

Dr. Shaink thanked the evening’s presenters, and then called on Lennetta Coney, President, Foundation of Mott Community College, who announced upcoming events including the June 20 Retirement Celebration for Dr. Shaink.

XII. MISCELLANEOUS BUSINESS

Comments from Board Members:

Treasurer Koegel had no comments.

Trustee Freeman had no comments.
Trustee Norwood had no comments.

Trustee Turner welcomed the new employees.

Vice-Chair Snell commended Ms. Coney and her staff for their hard work on several events, including the Mott, Motown, & More Lip Sync Show and the recent Donor Appreciation Breakfast.

Chair Croudy asked Jim Delaney, Board Attorney to make comments; Mr. Delaney commented on the shortness of the night’s meeting.

Chair Croudy had no comments.

XIII. EXECUTIVE SESSION

There was no Executive Session.

XIV. ADJOURNMENT

Chair Croudy declared the meeting adjourned at 7:49 p.m.

Minutes submitted by Michael Simon, Assistant Secretary, Mott Community College Board of Trustees.

A copy of the official meeting minutes and a compact disc recording of the meeting in its entirety are available for public viewing/listening in the Mott Library, main campus.
PERSONNEL COMMITTEE
Wednesday, May 14, 2014, 4:00 p.m., CM1019
Present: Joseph, Norwood, Turner

The meeting was called to order at 4:00 p.m. by Trustee Joseph.

CFO/Accounting:

Treasurer’s Report for April 2014: Larry Gawthrop, Chief Financial Officer, reported that total revenues for the period ended April 30 was approximately $66.2 million, representing 90.3\% of the annual budget, which is 2.6\% higher than last year at this time. Expenditures year-to-date are at $57.4 million, representing 77.7\% of the annual budget. Tuition and fee revenues were $36.3 million, and property taxes were $16.4 million.

Mr. Gawthrop also provided a financial update on the College.

Student & Administrative Services:

Elevator Replacement and Upgrades Project
Contracted Custodial Services For Extension Sites, and Community Centers: Copies of both resolutions were provided for review. Scott Jenkins, Vice-President, Student & Administrative Services, and Larry Koehler, Executive Director, Physical Plant, provided background and rationale for the resolutions, which will be presented to the Board for approval at Monday’s meeting.

Human Resources:

Confirmation of Interim Chief Human Resources Officer: A copy of the resolution was provided for review. Mark Kennedy, Chief Human Resources Officer provided background and rationale for the resolution, which will be presented for approval by the Board at Monday’s meeting.


Trustee Joseph adjourned the meeting at 4:32 p.m.
FINANCE/AUDIT COMMITTEE
Wednesday, May 14, 2014, 12:00 p.m., CM1019
Present: Snell, Freeman
Absent: Koegel

The meeting was called to order at 12:00 p.m. by Trustee Snell.

CFO/Accounting:

Treasurer’s Report for April 2014: Larry Gawthrop, Chief Financial Officer, reported that total revenues for the period ended April 30 was approximately $66.2 million, representing 90.3% of the annual budget, which is 2.6% higher than last year at this time. Expenditures year-to-date are at $57.4 million, representing 77.7% of the annual budget. Tuition and fee revenues were $36.3 million, and property taxes were $16.4 million.

Mr. Gawthrop explained that, in accordance with Board Policy 3431 (Audits), the committee must approve a review of the College’s internal controls by Rehmann Robson, the College’s current auditors. The committee approved this action.

Mr. Gawthrop also provided a financial update on the College.

Student & Administrative Services:

Elevator Replacement and Upgrades Project
Contracted Custodial Services For Extension Sites, and Community Centers: Copies of both resolutions were provided for review. Scott Jenkins, Vice-President, Student & Administrative Services, and Larry Koehler, Executive Director, Physical Plant, provided background and rationale for the resolutions, which will be presented to the Board for approval at Monday’s meeting.

Human Resources:

Confirmation of Interim Chief Human Resources Officer: A copy of the resolution was provided for review. Mark Kennedy, Chief Human Resources Officer provided background and rationale for the resolution, which will be presented for approval by the Board at Monday’s meeting.


Trustee Snell adjourned the meeting at 12:51 p.m.
PRESIDENTIAL SEARCH SCREENING Committee
Thursday, May 8, 2014, 8:30 a.m., MCC Event Center

Present: Croudy, Freeman, Alexander, Anderson, Banks, Cusack, Gawthrop, Gilcreast, Gleason, Gregus, Hovey, Joseph, Kennedy, Oliver, Poma, Provart, Snell, Sugarman, Turner, Westhoff, Wood

The meeting was called to order at 8:35 a.m.

Ms. Provar detailed the referencing process and discussed issues resulting from her reference findings of the semi-finalist candidates.

Sharon Ewles, Manager, Human Resources Staffing, provided an overview of legal guidelines related to the screening, interviewing, and selection process, focusing on appropriate/inappropriate questions and topics for candidate interviews, and taking appropriate notes.

The committee reviewed and deliberated on potential topics and issues for the purpose of formulating preliminary interview questions.

Ms. Provar briefly discussed logistics related to the interview process and schedule.

The meeting adjourned at 10:43 a.m.