

**ST. CLAIR COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES
*Minutes of Regular Meeting Held April 11, 2013***

CALL TO ORDER:

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

AT ROLL CALL:

Members Present

at Roll Call: Denise Brooks John Adair, Nicholas DeGrazia, John Ogden, James Relken

Members Absent

at Roll Call: David Oppliger Robert Tansky

Also Present:

Dr. Kevin Pollock; Kirk Kramer–*presenter*, Professor Kathleen Fraley–*presenter*

AGENDA ADOPTION:

It was moved by Ms. Brooks, seconded by Dr. DeGrazia, to remove item ***K.b. MAHE Appointment – Probationary Status*** and to subsequently adopt the agenda as amended.

Motion carried: 5-0

APPROVAL OF MINUTES:

It was moved by Dr. DeGrazia, seconded by Mr. Ogden, to approve minutes of the Special Meeting/Retreat held March 15, 2013 and minutes of the Regular Meeting held March 21, 2013 as printed and circulated.

Motion carried: 5-0

FINANCIAL REPORTS:

Chairman Adair acknowledged that the financial report for the month of March 2013 had been provided to Trustees.

COMMUNICATIONS & PETITIONS: n/a

REPORT AND RECOMMENDATIONS OF THE PRESIDENT OF THE COLLEGE

1. INFORMATIONAL ITEMS & PRESENTATIONS

- A. Wellness Committee Proposal Regarding Smoke-free Campus: *Professor Kathleen Fraley – presenter.*
- B. April Budget Revision for 2012-13 & Preliminary Budget for 2013-14: *Kirk Kramer – presenter.*

2. ACTION ITEMS:

Resolution of Appreciation

It was moved by Mr. Relken, seconded by Ms. Brooks, to adopt the attached Resolution of Appreciation in recognition of the SC4 Women's Basketball Team.

Roll Call Vote: Brooks – yes; Adair – yes; DeGrazia – yes; Ogden – yes; Relken – yes.
Motion carried: 5-0

Acceptance of Gift

It was moved by Ms. Brooks, seconded by Dr. DeGrazia, to accept a revolving dark room door from *The Times Herald* and direct that a letter of appreciation be prepared for the donor.

Motion carried: 5-0

Revision of the 2012-13 General Fund Budget

It was moved by Mr. Ogden, seconded by Ms. Brooks, to approve a revision to the 2012-2013 General Fund Budget to reflect an adjusted forecast of revenues of \$31,000,000 and net expenditures/transfers of \$31,000,000, as attached.

Motion carried: 5-0

Public Hearing for the 2013-14 Budget

It was moved by Dr. DeGrazia, seconded by Mr. Ogden, to schedule a public hearing on May 9, 2013 at 4:30 p.m. on the proposed 2013-2014 budget for the purpose of meeting the requirements of a public hearing on the budget and for a full levy of operating millage.

Motion carried: 5-0

Approval of May Graduates

It was moved by Dr. DeGrazia, seconded by Ms. Brooks, to approve the attached list of prospective candidates for May graduation contingent upon certification of their completion of all requirements for graduation.

Motion carried: 5-0

Campus Electrical Testing and Switch Replacement

It was moved by Dr. DeGrazia, seconded by Ms. Brooks, to award the purchase of campus electrical testing and switch replacement to McNulty Electric of Lexington, MI in the amount of \$66,700 and to establish a project fund of \$73,370 to be paid from the Building and Site Fund.

Motion carried: 5-0

Applied Technology Center Canopy Repair & Clara E. Mackenzie Wall Condition Improvement

It was moved by Ms. Brooks, seconded by Dr. DeGrazia, to award the brick repair and green screen project to Brown Builders of Lexington MI in the amount of \$123,121 and to establish a project fund of \$130,000 to be paid from the Building and Site Fund.

Motion carried: 5-0

iMAC Computer Purchase

It was moved by Mr. Relken, seconded by Mr. Ogden, to award the purchase of iMac computers for the art and communication design program to Apple, Inc. of Austin, TX in the amount of \$47,464 to be paid from Perkins funding.

Motion carried: 5-0

Adobe Master Collection Software License Purchase

It was moved by Dr. DeGrazia, seconded by Ms. Brooks, to award the purchase of Adobe Master Collection for the art and computer design program to Sehi Computers, Inc. of Rochester Hills, MI in the amount of \$14,232.00 to be paid from Perkins funding.

Motion carried: 5-0

OLD BUSINESS: n/a

NEW BUSINESS:

Proposed Policy on Child Abuse

It was moved by Mr. Relken, seconded by Mr. Ogden, to adopt the attached Child Abuse Policy.

Motion carried: 5-0

Proposed Changes to Policy 3.3

It was moved by Mr. Odgen, seconded by Ms. Brooks, to delete all proposed references to \$50,000 and replace each reference with the amount of \$25,000 and to then adopt the amended policy language as attached.

Motion carried: 5-0

President's Evaluation

It was noted by Chairman Adair that the president's evaluation had been conducted and that the overall evaluation score would be recorded as in excess of "fully meets expectations". Mr. Adair further announced that specific goals for 2013-14 would be addressed in May.

Erie Street Crossing

No action was taken with regard to this agenda item.

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STAFF CHANGES:

Career Plan Appointment

It was moved by Dr. DeGrazia, seconded by Mr. Ogden, to appoint Corynn Krohn to the position of Assistant to the Executive Director of Labor Relations/Chief Negotiator, effective April 22, 2013.

Motion carried: 5-0

TRUSTEE REPORTS:

Mr. Relken expressed his appreciation for being able to attend the Student Recognition Ceremony and noted how impressed he was with the testaments provided by SC4 students.

ADJOURNMENT:

It was moved by Ms. Brooks, seconded by Dr. DeGrazia, to adjourn the meeting at 6:04 pm.

Motion carried: 5-0

Respectfully submitted,

Certified by,

Mary L. Hawtin
Board Secretary

John D. Adair
Chair