

**ST. CLAIR COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES
*Minutes of Regular Meeting Held May 9, 2013***

CALL TO ORDER:

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

AT ROLL CALL:

Members Present

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

Members Absent

at Roll Call: n/a

Also Present: Dr. Kevin Pollock; presenters: *Karl Tomion, Kraig Archer, Andrew Kreiner,
Michael Keith, David Buck, Pete Lacey*

AGENDA ADOPTION:

It was moved by Dr. DeGrazia, seconded by Ms. Brooks, to adopt the agenda as presented.

Motion carried: 7-0

APPROVAL OF MINUTES:

It was moved Mr. Tansky, seconded by Ms. Brooks, to approve the minutes of the Regular Meeting held April 11, 2013 as printed and circulated.

Motion carried: 7-0

FINANCIAL REPORTS:

Mr. Adair noted that the April 2013 financial reports had been provided to the Board..

COMMUNICATIONS & PETITIONS: n/a

REPORT AND RECOMMENDATIONS OF THE PRESIDENT OF THE COLLEGE

1. INFORMATIONAL ITEMS & PRESENTATIONS

- A. SC4 Foundation Quarterly Campaign Update – *Karl Tomion, presenter*
- B. Global Awareness Club – *Professor Kraig Archer, Students: Andrew Kreiner/Michael Keith – presenters*
- C. Long-range Technology Plan Overview – *David Buck, presenter*
- D. Enrollment Strategies Overview – *Pete Lacey, presenter*

2. ACTION ITEMS:

Adoption of 2013-2014 Budget

It was moved by Dr. DeGrazia, seconded by Ms. Brooks, to adopt the 2013-2014 General Fund Budget as attached.

Motion carried: 7-0

Resolution Establishing Millage Rates

It was moved by Ms. Brooks, seconded by Dr. DeGrazia, to adopt the attached resolution establishing an operating millage and authorizing the levy for the fiscal year ending June 30, 2014.

Motion carried: 7-0

Adoption of 2013-2014 Technology Replacement Budget

It was moved by Mr. Tansky, seconded by Ms. Brooks, to approve the 2013-2014 Technology Replacement Budget as attached.

Motion carried: 7-0

Parking Lot Reseal and Repair

It was moved by Dr. DeGrazia, seconded by Ms. Brooks, to award a contract for parking lot reseal and repair to Astec Asphalt, Inc. of Brown City, MI in the amount of \$41,299.81 and to establish a project fund of \$42,000 to be paid from the Building & Site Fund.

Motion carried: 7-0

Museum – Clara E. Mackenzie Building Room Renovation

It was moved by Dr. DeGrazia, seconded by Mr. Tansky, to award a contract for renovation of the museum room of the CEM Building to Brown Builders & Contracting of Lexington, MI in the amount of \$150,000 and to establish a project fund of \$175,000 to be paid from the Building & Site Fund with \$150,000 of the amount to be reimbursed to the College from the SC4 Foundation.

Motion carried: 7-0

CEM Building HVAC

It was moved by Ms. Brooks, seconded by Mr. Ogden, to award a contract for CEM Building HVAC to Macomb Mechanical of Sterling Heights, MI in the amount of \$39,590 and to establish a project fund of \$42,000 to be paid from the Maintenance & Replacement Fund.

Motion carried: 7-0

Career Plan Blue/Gold Contracts

It was moved by Ms. Brooks, seconded by Mr. Tansky, to approve the Career Plan Blue contract and the Career Plan Gold contract as discussed.

Motion carried: 7-0

Executive Contracts

It was moved by Ms. Brooks, seconded by Mr. Ogden, to authorize the President to properly organize the College to include entering into executive contracts for necessary positions and efficient operations with the understanding that such positions will be within budget parameters.

Motion carried: 7-0

MNJTP Agreement with SMR Marysville, LLC

It was moved by Mr. Relken, seconded by Mr. Ogden, to adopt the attached resolution to authorize the New Jobs Training Agreement, authorize the issuance of the New Jobs Training Revenue Bond, and authorize administration to complete agreements as necessary.

Roll Call Vote: Adair – yes; Oppliger – yes; Relken – yes; DeGrazia – yes; Brooks – yes; Odgen – yes; Tansky – yes. Motion carried: 7-0

NEW BUSINESS:

Time and Location for May 17, 2013 Special Meeting/Retreat

It was moved by Dr. DeGrazia, seconded by Mr. Oppliger, to establish an **8:30 am** start time for the May 17, 2013 special meeting which will be held in the Alumni Room of the College Center Building for the purpose of a Board Retreat

Motion carried: 7-0

Appointment of Trustees to Foundation/Alumni/BOT Task Force

It was moved by Mr. Relken, seconded by Mr. Oppliger, to appoint Trustees Adair, DeGrazia and Brooks to the Foundation/Alumni/BOT Task Force.

Motion carried: 7-0

President's Contract

It was moved by Mr. Relken, seconded by Mr. Ogden, to accept changes to the President's contract as presented.

Motion carried: 7-0

STAFF CHANGES:

MAHE Appointment – Probationary Status

It was moved by Dr. DeGrazia, seconded by Ms. Brooks, to appoint Karen Lucas to the position of Practical Nursing Instructor – Probationary Status.

Motion carried: 7-0

MAHE Appointment – Lecturer Status

It was moved by Dr. DeGrazia, seconded by Mr. Ogden, to appoint Sandra Geliske to the position of Radiologic Technology Instructor – Lecturer Status.

Motion carried: 7-0

ESP Resignation

It was moved by Dr. DeGrazia, seconded by Mr. Ogden, to accept the resignation of Kay McGuigan, Secretary-Academic Services, for the purpose of retirement.

Motion carried: 7-0

TRUSTEE REPORTS:

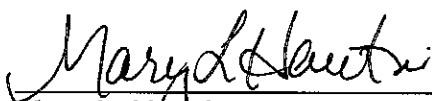
Mr. Ogden and Mr. Relken provided an update on their experiences at the MCCA New Trustee Orientation and Community College Day activities.

ADJOURNMENT:

It was moved by Dr. DeGrazia, seconded by Ms. Brooks, to adjourn the meeting at 5:52 pm.

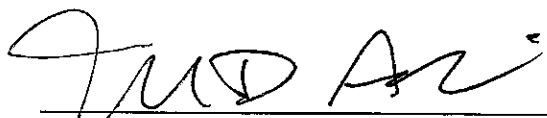
Motion carried: 7-0

Respectfully submitted,



Mary L. Hawtin
Board Secretary

Certified by,



John D. Adair
Chair

St. Clair County Community College
Proposed General Fund Budget 2013-2014

2013-2014
Proposed

Revenue

Tuition and Fees	\$ 13,900,000
Property Tax	9,700,000
State Aid	6,800,000
Other Income	1,000,000
Total Revenue/Transfers	<u>\$ 31,400,000</u>

Expenditures

Salaries and Wages	\$ 15,185,000
FICA/Retirement	4,845,000
Fringes	2,730,000
General Insurance	263,000
Utilities and Postage	1,059,000
Transfers: Designated Funds	2,470,000
Operational Expenditures	3,950,000
Restricted, Matching and Bond Retirement	514,000
Unappropriated	384,000
Total Expenditures	<u>\$ 31,400,000</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, 2014, 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, 2013, fiscal year, and to certify the tax rate as to the townships in sufficient time to levy such taxes for the December 1, 2013 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 9, 2013.

Mary L. Hawtin, Secretary

Dated: May 9, 2013

St. Clair County Community College
Proposed Technology Fund Budget 2013-2014
Reported in Designated Fund Report

2013-2014
Proposed

Funds Available

Balance	\$	760,000
Additions to fund		1,150,000

Total Available

\$ 1,910,000

Expenditures

Personal Computers (desk and lap tops)	\$	350,000
Smart Classrooms		210,000
Servers		215,000
Network Equipment		260,000
Firewall		110,000

Total Expenditures

\$ 1,145,000

Projected available for routine and new		765,000
---	--	---------

St. Clair County Community College
State of Michigan

RESOLUTION AUTHORIZING NEW JOBS TRAINING AGREEMENT
AND REVENUE BOND
(SMR PROJECT)

Minutes of a regular meeting of the Board of Trustees of St. Clair County Community College, State of Michigan (the "College") held on the 9th day of May, 2013, at 4:30 p.m., Eastern Daylight Time.

PRESENT: Trustees **John Adair, David Oppliger, James Relken, Nicholas DeGrazia,**
Denise Brooks, John Ogden, Robert Tansky

ABSENT: Trustees n/a

The following preamble and resolution were offered by Trustee Relken and supported by Trustee Ogden:

WHEREAS, the New Jobs Training Program, codified in Chapter 13 of the Community College Act of 1966, Act 331, Public Acts of Michigan, 1966, as amended (the "Act"), authorizes the College to enter into certain training agreements with employers engaged in business in this state; and

WHEREAS, a Michigan New Jobs Training Agreement between the College and SMR Automotive Systems USA, Inc. has been prepared and is on file with the Secretary of the Board of Trustees (the "Agreement"); and

WHEREAS, the College desires approve the Agreement, authorize the issuance of a new jobs training revenue bond and to authorize officials of the College to execute and deliver the Agreement, and attend to other matters pertinent thereto.

NOW, THEREFORE BE IT RESOLVED THAT:

1. Approval of New Jobs Training Agreement. The Agreement is hereby approved in substantially the form on file with the College and the Vice President for Administrative Services (the "Authorized Officer") is hereby authorized to execute and deliver the Agreement to SMR Automotive Systems USA, Inc. with such changes as may be necessary or convenient to finalize the Agreement, provided such changes are not detrimental to the College. The Agreement is hereby incorporated in full by reference and made a part of this resolution.

2. Approval of Revenue Bond. A revenue bond of the College is hereby approved in the principal sum of not to exceed Five Hundred Thousand Dollars (\$500,000). **The bond shall not be a general obligation of the College, but shall be payable solely and only from the New Jobs Credit from Withholding anticipated to be received pursuant to the Agreement. The College hereby irrevocably pledges the New Jobs Credit from Withholding and the Project Receipt Fund**

described in the Agreement for the payment of the bond. The bond shall be payable at the time, in the amounts, in the manner and on the terms and conditions and be issued in substantially the form attached to the Agreement. The bond shall be signed by the manual or facsimile signature of the Chairperson of the College and countersigned by the manual or facsimile signature of the Secretary of the College and authenticated by the Bond Registrar. The Controller is hereby appointed to serve as Bond Registrar for the bond. The Authorized Officer and other officials of the College are hereby authorized to adjust the final bond details set forth herein to the extent necessary or convenient to complete the transactions authorized herein, and in pursuance of the foregoing are authorized to exercise the authority and make the determinations authorized pursuant to Section 164(4)(i) of the Act, and to cause the issuance, sale and delivery of the bond, provided that the principal amount of the bond shall not exceed the principal amount authorized in this resolution, the bond shall bear no interest, and the bond shall mature on or before the expiration date of the Agreement.

3. Filing. The Authorized Officer is hereby authorized and directed to file a copy of the Agreement with the Department of Treasury promptly after its execution.

4. Repealer. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution are hereby rescinded.

AYES: Trustees Adair, Oppliger, Relken, DeGrazia, Brooks, Ogden, Tansky

NAYS: N/A

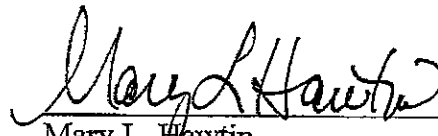
ABSTAIN: N/A

RESOLUTION DECLARED ADOPTED.



Mary L. Hawtin
Secretary, Board of Trustees

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Trustees of St. Clair County Community College, State of Michigan at a regular meeting held on May 9, 2013, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.



Mary L. Hawtin
Secretary, Board of Trustees

21,127,874.2\078017-00016