

**St. Clair County Community College
Board of Trustees**

***Minutes of Regular Meeting held May 9, 2024
Welcome Center – Room 150***

Call to Order:

Dr. Niver called the Regular Meeting to order at 4:31 p.m.

Roll Call:

Members Present

at Roll Call: Marcia Robbins, Robert Tansky, Mukund Wankhede,
John Lusk, Karen Niver

Members Absent

at Roll Call: Kristin Ryan, Kim Brown

Also Present: Kirk Kramer, Becky Gentner

Adoption of Agenda:

It was moved by Mr. Lusk, seconded by Mr. Tansky, that the Board take action to adopt the agenda as prepared.

Motion carried: 5-0

Approval of Minutes:

It was moved by Mr. Tansky, seconded by Mr. Lusk, that the Board take action to approve minutes of the Regular Meeting held April 11, 2024.

Motion carried: 5-0

Financial Reports:

Chair Niver acknowledged that the financial report had been provided to Trustees.

Communications and Petitions:

Chair Niver acknowledged that the Communications Report had been provided to Trustees.

Report and Recommendations of the the President of the College

1. Informational Items and Presentations

2. Action Items:

Acceptance of Gifts

It was moved by Mr. Wankhede, seconded by Mr. Lusk, that the Board take action to accept the following donations:

- \$1,000 from Elite Feet for the Cross Country Program at SC4
- \$500 from the Port Huron Musicales for the Noon and Night Concert Series at SC4

Motion carried: 5-0

Resolution Establishing Millage Rates

It was moved by Mr. Lusk, seconded by Mr. Tansky, that the Board take action to adopt the attached resolution to establish an operating millage and authorize the levy for the fiscal year ending June 30, 2025.

A roll call vote was taken:

Mr. Wankhede: Yes
Mr. Lusk: Yes
Ms. Robbins: Yes
Mr. Tansky: Yes
Dr. Niver: Yes

Motion carried: 5-0

2024-2025 Budget

It was moved by Ms. Robbins, seconded by Mr. Wankhede, that the Board take action to adopt the proposed 2024-2025 budget as attached.

Motion carried: 5-0

Staff Changes:

Faculty Appointments- Probationary Status (2)

It was moved by Mr. Lusk, seconded by Mr. Tansky, that the board take action to approve the following faculty appointments – probationary status, effective August 14, 2024.

- Kathleen Tindall, Business Instructor
- Ryan Johnson, History Instructor

Adjournment:

It was moved by Mr. Wankhede, seconded by Mr. Lusk, that the Board take action to adjourn the meeting at 4:53 p.m.

Motion carried: 5-0

Respectfully submitted,

Certified by,

Sarah L. Rutallie
Board Secretary

Dr. Karen Niver
Board Chair

**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 1 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 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, 2025, 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 1.8820 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, 2024, fiscal year, and to certify the tax rate as to the townships in sufficient time to levy such taxes for the December 1, 2024, fiscal year.

Sarah Rutallie
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, 2024.

Sarah Rutallie, Secretary

Dated: May 9, 2024

Proposed General Fund Budget 2024-2025

St. Clair County Community College

	Original 2023-2024	Proposed Revised 2023-2024	Proposed Original 2024 - 2025
Revenue			
Tuition and Fees	\$ 16,400,000	\$ 16,100,000	\$ 16,400,000
Property Tax	12,150,000	12,300,000	12,600,000
State Aid	8,100,000	8,200,000	8,400,000
Other Income	450,000	900,000	500,000
Total Revenue	\$ 37,100,000	\$ 37,500,000	\$ 37,900,000
Expenditures			
Salaries and Wages	\$ 16,300,000	\$ 16,450,000	\$ 16,800,000
FICA/Retirement	5,600,000	5,700,000	5,820,000
Fringes	3,000,000	3,100,000	3,170,000
General Insurance	290,000	300,000	310,000
Utilities and Postage	1,500,000	1,550,000	1,600,000
Transfers: Designated Funds	3,600,000	3,600,000	3,800,000
Operational Expenditures	4,610,000	4,700,000	4,850,000
Restricted, Matching and Bond Retirement	1,650,000	1,650,000	1,000,000
Unappropriated	550,000	450,000	550,000
Total Expenditures	\$ 37,100,000	\$ 37,500,000	\$ 37,900,000

Proposed Plant Fund Budget 2024-2025

St. Clair County Community College

Proposed 2024-25 transfer of funds		\$ 3,800,000
Proposed expenditure of funds		
Code and safety		300,000
Concrete/masonry		200,000
Electrical		900,000
Furniture/equipment		250,000
General construction		1,000,000
HVAC		950,000
Project planning/contingency		<u>200,000</u>
Total 2024- 2025 budget		<u>\$ 3,800,000</u>

Proposed Technology Fund Budget 2024-2025

St. Clair County Community College

Estimated fund balance		\$ 1,400,000
Estimated additions to fund		2,800,000
Total funds available		<u>\$ 4,200,000</u>
<u>Proposed Expenditures:</u>		
Hardware and network infrastructure		850,000
System upgrades		400,000
Software and licensing		2,100,000
Updates and services		450,000
Contingency		400,000
Total		<u>\$ 4,200,000</u>