

MINUTES OF REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB

A regular meeting of the Board of Trustees of the Community College District of the County of Macomb was held Tuesday, May 15, 2012 at 7:30 p.m., in Room K324 of the John Lewis Student Community Center, South Campus, 14500 Twelve Mile Road, Warren, Michigan.

1.0 CALL TO ORDER

The meeting was called to order by Chairperson Kelly at 7:33 p.m.

2.0 ROLL CALL

Present: James F. Kelly, Chairperson
Christine Bonkowski, Vice Chairperson
Connie Bolanowski, Secretary
Nancy Falcone, Treasurer
Roseanne DiMaria, Trustee
Charley Jackson, Trustee

Absent: Joseph DeSantis, Trustee (excused)

Also present: James Jacobs, President
Patricia Martz, Executive Secretary to the President

3.0 APPROVAL OF AGENDA

MOTION by DiMaria, supported by Bonkowski, to approve the agenda as presented.

Motion carried.

4.0 APPROVAL OF MINUTES

4.1 Information Session, April 17, 2012
4.2 Executive Session, April 17, 2012
4.3 Regular Meeting, April 17, 2012

MOTION by Bonkowski, supported by DiMaria, to approve the minutes of the April 17, 2012 Information Session, Executive Session and Regular Meeting, as read.

Motion carried.

5.0 BOARD OF TRUSTEES REPORTS/PROPOSALS

None

6.0 PRESIDENT'S REPORTS

None

7.0 FINANCIAL REPORTS

7.1 Financial Statements – April 30, 2012

MOTION by Falcone, supported by DiMaria, to receive and file the financial statements for the ten months ended April 30, 2012.

Motion carried.

7.2 Investment Report – April 29, 2012

MOTION by Falcone, supported by DiMaria, to receive and file the investment report of securities held as of April 29, 2012.

Motion carried.

7.3 Financial Reports and Analyses

7.3A Open Hearing on Proposed 2012/2013 Budget

There being no comments from the public on the proposed 2012/2013 budget, the hearing was closed.

7.3B Property Tax Analysis and Resolution (1.4212 Mill Tax 2012)

MOTION by DiMaria, supported by Bonkowski, to approve the resolutions for the levy of 2012/2013 property taxes for operating and debt retirement purposes be adopted as presented.

WHEREAS, Act No. 331 of the Public Acts of the State of Michigan for the year 1966, as amended, requires the Board of Trustees to determine the total taxes required for the operation of the Community College for any year; and

7.0 FINANCIAL REPORTS (Continued)

7.3B Property Tax Analysis and Resolution (1.4212 Mill Tax 2012) (Continued)

WHEREAS, the Board has previously adopted a proposed additional millage rate as required by Public Act 5 of 1982 and has held a public hearing as required by the same act, and

WHEREAS, the qualified electors of the College District have heretofore authorized the Board of Trustees to levy a tax on real and personal property within the District at the maximum annual rate of 1.4212 mills on each thousand dollars (\$1.4212 per \$1,000) of the State equalized assessed valuation of the property within the District, and

WHEREAS, the Board of Trustees has determined that the total taxes required for operation by the Community College District for the fiscal year commencing July 1, 2012, amount to be at least \$34,367,520.

NOW, THEREFORE, BE IT RESOLVED, and it is hereby declared and certified that the approved tax to be levied on the real and tangible personal property with the College District for the fiscal year commencing July 1, 2012 shall be at the rate of 1.4212 mills on each thousand dollars (\$1.4212 per \$1,000) of the taxable State equalized assessed valuation of the property within the District which will be reduced as required by the provisions of Act No. 35 of the Public Acts of the State of Michigan for the year 1979, and

BE IT FURTHER RESOLVED, and it is hereby declared and certified, that the total amount of taxes to be raised throughout the College District for the operation of the College for the fiscal year commencing July 1, 2012, shall amount to at least \$34,367,520 and

BE IT FURTHER RESOLVED that the Secretary is hereby authorized to certify the approved tax rate and the amount of taxes to be raised and the College Treasurer shall notify the proper assessing office of each appropriate city and township within the College District and do whatever else may be necessary and proper in the premises to effectuate compliance with this resolution.

ROLL CALL VOTE:

Ayes: DiMaria, Bonkowski, Bolanowski, Falcone, Jackson, Kelly

Nays: None

Absent: DeSantis

RESOLUTION DECLARED ADOPTED.

7.0 FINANCIAL REPORTS (Continued)

7.3B Property Tax Analysis and Resolution (.15 Mill Tax 2012)

MOTION by DiMaria, supported by Bonkowski, to approve the resolutions for the levy of 2012/2013 property taxes for operating and debt retirement purposes be adopted as presented.

WHEREAS, Act No. 331 of the Public Acts of the State of Michigan for the year 1966, as amended requires the Board of Trustees to determine the total amount of funds needed for the payment of principal and interest on the bonded indebtedness of the Community College District; and

WHEREAS, Act. No. 331 of the Public Acts of the State of Michigan for the year 1966, as amended, authorizes the Board of Trustees to impose taxes for the payment of such principal and interest on such bonded indebtedness as the same may fall due; and

WHEREAS, the Board of Trustees has determined that approximately \$3,750,000 will be needed to pay principal and interest on the outstanding bonds of the Community College District of the County of Macomb, Michigan, falling due prior to the end of the fiscal year ending June 30, 2013; and

WHEREAS, the Board of Trustees has determined that it is necessary for the fiscal year commencing July 1, 2012 that taxes be imposed in addition to the voted operating millage levy to meet the bonding obligations of the Community College District;

NOW, THEREFORE, BE IT RESOLVED, and it is hereby declared and certified that the total amount of taxes to be raised throughout the Community College District for the fiscal year commencing July 1, 2012 for the payment of principal and interest falling due on the outstanding bonded indebtedness of the District shall amount to at least \$3,750,000; and

BE IT FURTHER RESOLVED, and it is hereby declared and certified, that the approved tax to be levied on the real and tangible personal property within the College district shall be .15 mill for the fiscal year commencing July 1, 2012 for the purpose of paying the principal and interest on the outstanding bonded indebtedness of the Community College District falling due prior to June 30, 2013; and

BE IT FURTHER RESOLVED, that the Secretary is hereby authorized to certify the approved tax rate to be levied and the amount of taxes to be raised and the College Treasurer shall notify the assessing officer of each appropriate city and township within the College District and to do whatever else may be necessary and proper in the premises to effectuate compliance with this resolution.

7.0 FINANCIAL REPORTS (Continued)

7.3B Property Tax Analysis and Resolution (.15 Mill Tax 2012) (Continued)

ROLL CALL VOTE:

Ayes: DiMaria, Bonkowski, Bolanowski, Falcone, Jackson, Kelly

Nays: None

Absent: DeSantis

RESOLUTION DECLARED ADOPTED.

7.3C Initial 2012/2013 General Fund Budget

MOTION by DiMaria, supported by Bolanowski, to adopt the general appropriations resolution for 2012/2013 as presented.

RESOLVED, that this resolution shall be the general consolidated appropriations of Macomb Community College for the fiscal year beginning July 1, 2012. A resolution to make appropriation; to provide for expenditures of appropriations; and to provide for the disposition of all income received by Macomb Community College.

BE IT FURTHER RESOLVED, that the total revenues estimated to be available for appropriations in the General Fund for the fiscal year beginning July 1, 2012 are \$125,995,560.

BE IT FURTHER RESOLVED, that \$126,434,118 of the total available to appropriate in the General Fund is hereby appropriated for expenditures and, if necessary, fund balance to be used to insure that the 2012/2013 budget is balanced.

BE IT FURTHER RESOLVED, that no Board of Trustees member or employee of the College shall expend any General Funds or obligate the expenditure of any General Funds except pursuant to appropriations made by the Board. Changes in the amount appropriated by the Board shall require approval by the Board.

BE IT FURTHER RESOLVED, that the Vice President for Business is hereby charged with general supervision of the execution of the budget adopted by the Board and shall hold the department heads responsible for the performance of their responsibilities within the amount appropriated by the Board of Trustees. This appropriation resolution is to take effect on July 1, 2012.

7.0 FINANCIAL REPORTS (Continued)

7.3C Initial 2012/2013 General Fund Budget (Continued)

ROLL CALL VOTE:

Ayes: DiMaria, Bolanowski, Bonkowski, Falcone, Jackson, Kelly

Nays: None

Absent: DeSantis

RESOLUTION DECLARED ADOPTED.

8.0 PERSONNEL REPORTS

8.1 Personnel Actions

None

8.2 Sabbatical Leave for 2012-2013

MOTION by Bonkowski, supported by DiMaria, to grant the sabbatical leave during the Winter 2013 term to Professor Daniel Rosbury.

ROLL CALL VOTE:

Ayes: Bonkowski, DiMaria, Bolanowski, Falcone, Jackson, Kelly

Nays: None

Absent: DeSantis

Motion carried.

9.0 AUDIENCE PARTICIPATION

None

10.0 REPORTS OF ADMINISTRATION – INFORMATION ITEMS

10.1 Purchase of AED Units for College Buildings

MOTION by Falcone, supported by DiMaria, to receive and file the information report on the purchase of AED units for all college buildings.

Motion carried.

11.0 REPORTS OF ADMINISTRATION – ACTION ITEMS

11.1 Donations

MOTION by Falcone, supported by Bonkowski, to accept the donations as presented and acknowledged by the Administration.

Motion carried.

11.2 Change Orders

None

11.3 Authorization for Purchases

11.3A Lorenzo Cultural Center 2012-2013 Brochures

MOTION by Bonkowski, supported by Bolanowski, to approve printing and mailing services of two issues of the Lorenzo Cultural Center 2012-2013 brochures in the amount of \$56,203 to Grand River Printing of Belleville, Michigan, the lowest bidder meeting college specifications.

ROLL CALL VOTE:

Ayes: Bonkowski, Bolanowski, DiMaria, Falcone, Jackson, Kelly

Nays: None

Absent: DeSantis

Motion carried.

11.0 REPORTS OF ADMINISTRATION – ACTION ITEMS (Continued)

11.3B Annual Library Purchases and DALNET Maintenance Agreement

MOTION by Bonkowski, supported by Bolanowski, to authorize the purchase of library resources for fiscal year 2012-2013 in amounts not to exceed \$39,000 to Gale Group of Farmington Hills, Michigan, \$79,000 to EBSCO Subscription Services of Cary, Illinois, \$39,000 to Baker & Taylor Publishing of Charlotte, North Carolina, and \$70,000 to West Group Publishers of Eagan, Minnesota; and authorize the renewal of its annual maintenance agreement in an amount not to exceed \$60,000 to the Detroit Area Library Network (DALNET) for the College's share of fiscal year 2012-2013 operating costs.

ROLL CALL VOTE:

Ayes: Bonkowski, Bolanowski, DiMaria, Falcone, Jackson, Kelly

Nays: None

Absent: DeSantis

Motion carried.

11.3C Renewal of Student and Business System Software Maintenance Agreements for Fiscal Year 2012-2013

MOTION by Bonkowski, supported by Bolanowski, to authorize to renew its software maintenance contracts with Ellucian, Inc. of Fairfax, Virginia for fiscal year 2012-2013 in an amount not to exceed \$477,523.

ROLL CALL VOTE:

Ayes: Bonkowski, Bolanowski, DiMaria, Falcone, Jackson, Kelly

Nays: None

Absent: DeSantis

Motion carried.

11.0 REPORTS OF ADMINISTRATION – ACTION ITEMS (Continued)

11.4 Housekeeping Services

MOTION by Falcone, supported by Bonkowski, to authorize the Administration to enter into a two-year contract for housekeeping and janitorial services, upon the approval of General Counsel, with SBM Site Services, LLC in an annual amount of \$1,497,007 for a two-year period beginning July 1, 2012, and authorize the Administration to contract for additional cleaning services, as considered necessary.

ROLL CALL VOTE:

Ayes: Falcone, Bonkowski, Bolanowski, DiMaria, Jackson, Kelly

Nays: None

Absent: DeSantis

Motion carried.

11.5 Resolution Approving Bond Proposal

MOTION by Bonkowski, supported by Falcone, to approve the attached Resolution Approving a Bond Proposal to be voted on at the November 2012 General Election, and Exhibit A, the Official Ballot of the Community College District of the County of Macomb State of Michigan, Facilities and Technology Bond Proposal.

Comment by Trustee Kelly: Prior to taking the vote, I want to mention that we have thought long and hard about this and have looked at alternatives. The college has experienced reductions in the budget for the past nine years and the college has a number of old buildings that need to be maintained and upgraded that cannot be deferred into the future. We cannot continue to be the resource for the community that we want to be unless we maintain our buildings and facilities. This is not something that any of us are taking lightly and I sincerely hope that the community chooses to continue its support for the college and approves this bond proposal.

Trustee Falcone expressed her concurrence with Trustee Kelly's comments and indicated that believes his words were spoken on behalf of all of the Board members.

ROLL CALL VOTE:

Ayes: Bonkowski, Falcone, Bolanowski, DiMaria, Jackson, Kelly

Nays: None

Absent: DeSantis

Motion carried.

12.0 POLICY ACTIONS

None

13.0 ADJOURNMENT

MOTION by Bonkowski, supported by Falcone, to adjourn the meeting.

Motion carried.

The meeting adjourned at 7:45 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB
BOARD OF TRUSTEES

Secretary