

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, August 20, 2013 at 7:30 p.m., in Lecture Hall B of the Professional Development Center, University Center, Center Campus, 44575 Garfield Road, Clinton Township, Michigan.

1.0 CALL TO ORDER

The meeting was called to order by Chairperson Kelly at 7:49 p.m.

2.0 ROLL CALL

Present: James F. Kelly, Chairperson  
Christine Bonkowski, Vice Chairperson  
Connie Bolanowski, Secretary  
Frank Cusumano, Trustee  
Joseph DeSantis, Trustee  
Nancy Falcone, Trustee

Absent Roseanne DiMaria, Trustee (excused)

Also present: James Jacobs, President  
Patricia Martz, Secretary to the President  
Hunter L. Wendt, General Counsel/Executive  
Director of College Police

3.0 APPROVAL OF AGENDA

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

Motion carried.

4.0 APPROVAL OF MINUTES

4.1 Information Session, July 16, 2013

4.2 Regular Meeting, July 16, 2013

4.3 Special Board Planning Meeting, July 16, 2013

MOTION by Bonkowski, supported by Bolanowski, to approve the minutes of the July 16, 2013 Information Session, Regular Meeting and Special Board Planning Meeting, as read.

DISCUSSION: MOTION by Cusumano, supported by DeSantis, to amend agenda item 4.3, Special Board Planning Meeting minutes, to include comments by Trustee DeSantis about the possibility of exploring, for strategy purposes, the purchase of a college charter for a four-year institution to be imbedded at Macomb Community College.

4.0 APPROVAL OF MINUTES (Continued)

Mr. Wendt stated that before voting on an amendment, we would need to know the actual language to be added (motion withdrawn for want of specificity).

MOTION by DeSantis, supported by Cusumano, to table agenda item 4.3, pending review, to the next regularly scheduled meeting of the Board in September 2013.

ALL IN FAVOR:

Ayes: DeSantis, Cusumano, Bolanowski, Bonkowski, Falcone, Kelly

Nays: None

Absent: DiMaria

Motion carried.

Chairperson Kelly asked for a motion to approve agenda items 4.1 and 4.2.

MOTION by Bonkowski, supported by Bolanowski, to approve the minutes of the July 16, 2013 Information Session and Regular Meeting, as read.

ALL IN FAVOR:

Ayes: Bonkowski, Bolanowski, Cusumano, DeSantis, Falcone, Kelly

Nays: None

Absent: DiMaria

Motion carried.

5.0 BOARD OF TRUSTEES REPORTS/PROPOSALS

None

6.0 PRESIDENT'S REPORTS

None

7.0 FINANCIAL REPORTS

7.1 Financial Statements – July 31, 2013

7.2 Investment Report – July 28, 2013

MOTION by Cusumano, supported by Bonkowski, to receive and file the financial statements for the month ended July 31, 2013, and the investment report of securities held as of July 28, 2013.

ALL IN FAVOR:

Ayes: Cusumano, Bonkowski, Bolanowski, Falcone, Kelly

Nays: DeSantis

Absent: DiMaria

Motion carried.

8.0 PERSONNEL REPORTS

8.1 Personnel Actions – Appointments

MOTION by Bonkowski, supported by Bolanowski, to approve the appointment of Letitia Kaiser, Assistant Director, Enrollment Services, effective September 3, 2013.

ROLL CALL VOTE:

Ayes: Bonkowski, Bolanowski, Falcone, Kelly

Nays: DeSantis

Abstain: Cusumano

Absent: DiMaria

Motion carried.

9.0 AUDIENCE PARTICIPATION

None

10.0 REPORTS OF ADMINISTRATION – INFORMATION ITEMS

None

11.0 REPORTS OF ADMINISTRATION – ACTION ITEMS

11.1 Donations

MOTION by Falcone, supported by Bolanowski, 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 Microsoft System Center Change Management Software Implementation Services

MOTION by Falcone, supported by Bolanowski, to authorize the Administration to enter into a contract with Cireson of San Diego, California to provide Microsoft System Center Service Manager software implementation services in an amount not to exceed \$48,250.

DISCUSSION: Trustee Cusumano inquired if there was any warranty or support associated with this contract. Michael Zimmerman, CIO and Executive Director of Communications and Information Technology, responded that what the college is buying is the implementation of software already owned by the college, so the warranty that would apply would be the same warranty clause that exists in the college's standard request for proposal (RFP).

ROLL CALL VOTE:

Ayes: Falcone, Bolanowski, Bonkowski, Cusumano, DeSantis, Kelly

Nays: None

Absent: DiMaria

Motion carried.

11.0 REPORTS OF ADMINISTRATION – ACTION ITEMS (Continued)

11.3B Website Redesign Build and Content Management System Hosting

MOTION by Bonkowski, supported by Bolanowski, to authorize the Administration to enter into a contract with Hannon Hill Corporation of Atlanta, Georgia to provide website building and three years of CMS hosting in an amount not to exceed \$203,962 including a 10% contingency estimate.

DISCUSSION: Trustee Cusumano asked what the limited capacity is of the current system. Mr. Zimmerman responded that the system which hosts the college's websites is called Microsoft CMS. The software has been unsupported for many years, so the college is constrained by the inability for that software to be updated and fixed if there is a problem. Trustee Cusumano also inquired about the recurring expenditure of \$36,000 dollars per year to maintain the hosted CMS. Mr. Zimmerman responded that rather than the college having to maintain and train its staff to support and run it, it is moved to an organization with the competency and ability to run and support it offsite.

ROLL CALL VOTE:

Ayes: Bonkowski, Bolanowski, Cusumano, Falcone, Kelly

Nays: DeSantis

Absent: DiMaria

Motion carried.

11.3C Contract for Third Party Administrator for Health Care

MOTION by Bonkowski, supported by Bolanowski, to authorize the Administration to enter into a one-year contract with abs, Automated Benefit Services of Sterling Heights, Michigan in the amount of \$20.50 per month per covered employee. In addition, the Administration may extend the contract, on an annual basis, for up to an additional two (2) years.

ROLL CALL VOTE:

Ayes: Bonkowski, Bolanowski, Falcone, Kelly

Nays: Cusumano, DeSantis

Absent: DiMaria

Motion carried.

11.4 Publicly Funded Health Insurance Contribution Act Election Regarding Medical Benefits

MOTION by Bonkowski, supported by Bolanowski, to elect to comply with Section 3 of Act No. 152 of the Public Acts of 2011.

ROLL CALL VOTE:

Ayes: Bonkowski, Bolanowski, Cusumano, DeSantis, Falcone, Kelly

Nays: None

Absent: DiMaria

Motion carried.

12.0 POLICY ACTIONS

None

13.0 ADJOURNMENT

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

Motion carried.

The meeting adjourned at 8:06 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB  
BOARD OF TRUSTEES

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Secretary