

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 20, 2014 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 7:31 p.m.

2.0 ROLL CALL

Present: James F. Kelly, Chairperson
Connie Bolanowski, Secretary
Roseanne DiMaria, Treasurer
Frank Cusumano, Trustee
Joseph DeSantis, Trustee
Nancy Falcone, Trustee

Absent: Christine Bonkowski, Vice Chairperson (excused)

Also present: James Jacobs, President
Patricia Martz, Secretary to the President
Hunter L. Wendt, General Counsel

3.0 APPROVAL OF AGENDA

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

Motion carried.

4.0 APPROVAL OF MINUTES

4.1 Information Session, April 22, 2014

4.2 Regular Meeting, April 22, 2014

MOTION by DiMaria, supported by Falcone, to approve the minutes of the February 18, 2014 Information Session and Regular Meeting, as read.

ALL IN FAVOR:

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

Nays: None

Absent: Bonkowski

Motion carried.

5.0 BOARD OF TRUSTEES REPORTS/PROPOSALS

Trustee Cusumano reported that this month he attended the Student Scholarship Award Reception, the Police Academy graduation commencement, and the Culinary Arts graduating ceremony. He noted that Chief Craig of the Detroit Police Department provided inspirational words to the graduating officers. He thanked everyone involved in the preparation of all of the events.

6.0 PRESIDENT'S REPORTS

None

7.0 FINANCIAL REPORTS

7.1 Financial Statements – April 30, 2014

MOTION by DiMaria, supported by Falcone, to receive and file the financial statements for the ten months ended April 30, 2014.

ALL IN FAVOR:

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

Nays: None

Absent: Bonkowski

Motion carried.

7.2 Investment Report – April 27, 2014

MOTION by DiMaria, supported by Cusumano, to receive and file the investment report of securities held as of April 27, 2014.

ALL IN FAVOR:

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

Nays: None

Absent: Bonkowski

Motion carried.

7.3 Financial Reports & Analyses

7.3A Open Hearing on Proposed 2014/2015 Budget

There being no comments from the public on the proposed 2014/2015, the open hearing was closed.

7.3B Property Tax Analysis and Resolution (1.4212 Mill Tax 2014)

MOTION by Falcone, supported by Bolanowski, to approve and adopt the resolution for the levy of 2014/2015 property taxes for operating and debt retirement purposes be adopted as presented as follows:

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

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, 2014, amount to be at least \$35,034,304.

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, 2014 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, 2014, shall amount to at least \$35,034,304, 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.

7.0 FINANCIAL REPORTS (Continued)

7.3B Property Tax Analysis and Resolution (1.4212 Mill Tax 2014) (Continued)

ROLL CALL VOTE:

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

Nays: None

Absent: Bonkowski

Motion carried.

RESOLUTION ADOPTED.

7.3C Initial 2014/2015 General Fund Budget

MOTION by Falcone, supported by Bolanowski, to adopt the general appropriations as follows:

RESOLVED, that this resolution shall be the general consolidated appropriations of Macomb Community College for the fiscal year beginning July 1, 2014. 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, 2014 are \$134,972,343.

BE IT FURTHER RESOLVED, that \$134,932,280 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 2014/2015 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, 2014.

7.0 FINANCIAL REPORTS (Continued)

7.3C Initial 2014/2015 General Fund Budget (Continued)

ROLL CALL VOTE:

Ayes: Falcone, Bolanowski, DiMaria, Kelly

Nays: Cusumano, DeSantis

Absent: Bonkowski

Motion carried.

8.0 PERSONNEL REPORTS

8.1 Personnel Actions - Appointments

MOTION by Falcone, supported by DiMaria, to approve the appointments of Shannon Baltimore, Director of Grant Development and Administration, effective June 10, 2014; Brian Newman, Instructor of Accounting, effective August 18, 2014; James Hocking, Instructor/Instructional Designer, effective May 27, 2014; Karen Wickline, Instructor of Psychology, effective August 18, 2014; and Autumn Willard-Yakushev, Instructor of Psychology, effective August 18, 2014.

MOTION by Trustee Cusumano to amend the personnel actions to unbundle these items so that they can be voted on individually in the event a Trustee would have an issue with one or more of the candidates.

Due to lack of support, Trustee Cusumano's motion failed.

ROLL CALL VOTE (on original motion):

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

Nays: None

Absent: Bonkowski

Motion carried.

8.0 PERSONNEL REPORTS (Continued)

8.2 Employment Contracts for Exempt Administrators

Motion by Falcone, supported by DiMaria, to extend the employment contracts for the exempt administrators through June 30, 2016 as presented.

ROLL CALL VOTE:

Ayes: Falcone, DiMaria, Bolanowski, Kelly

Nays: Cusumano, DeSantis

Absent: Bonkowski

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 DiMaria, supported by Cusumano, 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 Annual Library Purchases and DALNET Maintenance Agreement

MOTION by DiMaria, supported by Falcone, to authorize the purchase of library resources for fiscal year 2014/2015 in amounts not to exceed \$40,000 to Gale Group of Farmington Hills, \$75,000 to EBSCO Subscription Services of Cary, Illinois, \$61,000 to West Group Publishers of Eagan, Minnesota and \$51,000 to Midwest Collaborative Library Services (MCLS) of Lansing, and to 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 2014/2015 operating costs.

MOTION by Cusumano, supported by DeSantis, to unbundle these purchasing items so that they can be voted on separately in the event a Trustee has an issue with one of these items.

DISCUSSION: Trustee Cusumano stated that on this particular agenda item he has a concern with West Group Publishers. He also stated that he observed that the college Library maintains a full paper library of federal and legal materials which are now all available on line. He inquired if the \$61,000 contract includes paper publications, updates, pocket parts, etc.

Cassandra Spieles, the college's Librarian, responded that it includes pocket parts, paper supplements, and after a certain point, the Library receives free hard bound replacements as well as all of the seats for the data base access, to which the paralegal students have access. She also noted that the full-time faculty in that area sat in on the negotiations with West Group Publishers. Trustee Cusumano further inquired if the \$61,000 is basically for the volumes. Ms. Spieles responded that the \$61,000 is the special price the Library receives to have everything.

Dave Corba, Dean of Business and Information Technology, responded that the college's Legal Assistant program is overseen by the American Bar Association and they continue to require keeping at least a portion of the Library in print.

Trustee DeSantis stated that he is satisfied with the explanation and chose to withdraw his support of Trustee's Cusumano motion to unbundle the items. Trustee Cusumano also withdrew his motion.

ROLL CALL VOTE (on original motion):

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

Nays: None

Absent: Bonkowski

Motion carried.

12.0 POLICY ACTIONS

None

13.0 ADJOURNMENT

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

Motion carried.

The meeting adjourned at 7:55 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB
BOARD OF TRUSTEES

Secretary