

APPROVED  
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 17, 2016 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 7:43 p.m.

2.0 ROLL CALL

Present: James F. Kelly, Chairperson  
Vincent Viviano, Vice Chairperson  
Jennifer Haase, Secretary  
Roseanne DiMaria, Treasurer  
Frank Cusumano, Trustee  
Elizabeth Lucido, Trustee

Absent: Joseph DeSantis, Trustee

Also present: James Jacobs, President  
Sharon Kowal, Exec. Admin. Assistant to the President  
Hunter L. Wendt, General Counsel

3.0 APPROVAL OF AGENDA

MOTION by Cusumano, supported by Viviano, to amend the agenda to add Item 4.1A, the Minutes from the Special Meeting, held on Tuesday, May 10, 2016, provided by the President's Office through email.

ALL IN FAVOR:

Ayes: Cusumano, Viviano, DiMaria, Haase, Lucido, Kelly

Nays: None

Absent: DeSantis

Motion carried.

3.0 APPROVAL OF AGENDA (continued)

MOTION by Haase, supported by DiMaria, to approve the agenda as amended.

ALL IN FAVOR:

Ayes: Haase, DiMaria, Cusumano, Lucido, Viviano, Kelly

Nays: None

Absent: DeSantis

Motion carried.

4.0 APPROVAL OF MINUTES

4.1 Information Session, Special Meeting, May 3, 2016

MOTION by Haase, supported by Viviano, to approve the minutes of the May 3, 2016 Information Session, Special Meeting, as read.

ALL IN FAVOR:

Ayes: Haase, DiMaria, Cusumano, Lucido, Viviano, Kelly

Nays: None

Absent: DeSantis

Motion carried.

4.1A Special Meeting, May 10, 2016

MOTION by Haase, supported by Cusumano, to approve the minutes of the May 10, 2016 Special Meeting, as read.

ALL IN FAVOR:

Ayes: Haase, Cusumano, DiMaria, Lucido, Viviano, Kelly

Nays: None

Absent: DeSantis

Motion carried.

4.0 APPROVAL OF MINUTES (continued)

4.2 Regular Meeting, Special Meeting, May 3, 2016

MOTION by Haase, supported by DiMaria, to approve the minutes of the May 3, 2016, Regular Meeting, Special Meeting as read.

DISCUSSION: Trustee Cusumano made a motion to correct the Minutes to say “every year” not “every several years” in the discussion paragraph under Item 8.2 on page 10 of the Board packet. Trustee Kelly asked if there was support for motion. No support. Motion failed.

ALL IN FAVOR:

Ayes: Haase, DiMaria, Lucido, Viviano, Kelly

Nays: Cusumano

Absent: DeSantis

Motion carried.

5.0 BOARD OF TRUSTEES REPORTS/PROPOSALS

A discussion was had concerning Board resolutions of appreciation for retirees which are acted upon by the Board once a year. Also it was pointed out that retirees can seek emeritus status as well.

6.0 PRESIDENT'S REPORTS

Dr. Jacobs said thank you to Trustee Cusumano for his expression to recognize individual employees, but it is better to recognize all retirees at once in an annual proclamation.

7.0 FINANCIAL REPORTS

7.1 Financial Statements – April 30, 2016

MOTION by DiMaria, supported by Viviano, to receive and file the financial statements for the ten months ended April 30, 2016.

ALL IN FAVOR:

Ayes: DiMaria, Viviano, Cusumano, Haase, Lucido, Kelly

Nays: None

Absent: DeSantis

Motion carried.

7.0 FINANCIAL REPORTS (continued)

7.2 Investment Report – May 1, 2016

MOTION by DiMaria, supported by Haase, to receive and file the investment report of securities held as of May 1, 2016.

ALL IN FAVOR:

Ayes: DiMaria, Viviano, Haase, Lucido, Kelly

Nays: Cusumano

Absent: DeSantis

Motion carried.

7.3 Financial Reports and Analyses

7.3A Open Hearing on the Proposed 2016/2017 Budget (verbal)

There being no comments from the public on the proposed 2016/2017 budget, the open hearing was closed.

7.3B Property Tax Analysis and Resolution

MOTION by DiMaria, supported by Haase, to approve and adopt the resolution for the levy of 2016/2017 property taxes for operating and debt retirement purposes 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 with 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, 2016, amount to be at least \$36,578,521.

7.0 FINANCIAL REPORTS (Continued)7.3B Property Tax Analysis and Resolution (Continued)

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, 2016 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, 2016, shall amount to at least \$36,578,521 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, Haase, Cusumano, Lucido, Viviano, Kelly

Nays: None

Absent: DeSantis

Motion carried.

7.3C Initial 2016/2017 General Fund Budget

MOTION by DiMaria, supported by Viviano, to adopt the attached general appropriations resolution for 2016/2017 as follows:

RESOLVED, that this resolution shall be the general consolidated appropriations of Macomb Community College for the fiscal year beginning July 1, 2016. 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, 2016 are \$139,361,909.

BE IT FURTHER RESOLVED, that \$139,246,466 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 2016/2017 budget is balanced.

7.0 FINANCIAL REPORTS (Continued)

7.3C Initial 2016/2017 General Fund Budget (Continued)

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. The appropriation resolution is to take effect on July 1, 2016.

ROLL CALL VOTE:

Ayes: DiMaria, Viviano, Haase, Lucido, Kelly

Nays: Cusumano

Absent: DeSantis

Motion carried.

8.0 PERSONNEL REPORTS

8.1 Personnel Actions - Appointments

MOTION by Lucido, supported by DiMaria, to approve the appointment of Stacey Frankovich, to Temporary Director, Center for Innovation and Entrepreneurship, and William Wood, to Director, Cultural Affairs and Community Engagement, effective May 17, 2016.

ROLL CALL VOTE:

Ayes: Lucido, DiMaria, Cusumano, Haase, Viviano, Kelly

Nays: None

Absent: DeSantis

Motion carried.

8.0 PERSONNEL REPORTS (Continued)

8.2 Tentative Agreement with Macomb College Association of Administrative Personnel (MCAAP)

MOTION by Haase, supported by DiMaria, that the Board of Trustees adopt this tentative agreement pursuant to the wage reopener within the collective bargaining agreement with MCAAP which commenced on July 1, 2013 and terminates on June 30, 2018.

ROLL CALL VOTE:

Ayes: Haase, DiMaria, Lucido, Viviano, Kelly

Nays: Cusumano

Absent: DeSantis

Motion carried.

8.3 Employment Contracts for Exempt Administrators

MOTION by DiMaria, supported by Haase, to approve contracts for the exempt administrators as presented for the period July 1, 2016 through June 30, 2018.

DISCUSSION: Trustee Cusumano asked what the term “a value equivalent to the average of an annual increment” means and is it written in the contracts being voted on today. Ms. Williams, Vice President of Human Resources, said the value of an annual increment would assimilate to a “step”. The Vice Presidents are on a salary range and in an effort to keep them equivalent to the Administrators, Human Resources takes the value of a step on the average and provides that. Ms. Williams cleared up the issue about the “step” schedule. She is referencing the grid that is attached to the MCAAP Tentative Agreement (Agenda Item 8.2). The values in the grid are being used for the increment; to keep the value of the increment consistent.

Trustee Cusumano expressed his objections of 1) voting on contracts that the Board hasn't been provided copies of and 2) it was not specifically enunciated that the step schedule from the Administrators contract was being used to figure the salaries.

ROLL CALL VOTE:

Ayes: DiMaria, Haase, Lucido, Viviano, Kelly

Nays: Cusumano

Absent: DeSantis

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 Haase, supported by Viviano, to accept the donations as presented and acknowledged by the Administration.

ALL IN FAVOR:

Ayes: Haase, Viviano, DiMaria, Lucido, Kelly

Nays: Cusumano

Absent: DeSantis

Motion carried.

11.2 Change Orders

None.

11.0 REPORTS OF ADMINISTRATION – ACTION ITEMS

11.3 Authorization for Purchases

11.3A Gasoline and Diesel Fuel

MOTION by DiMaria, supported by Cusumano, that the Board of Trustees approve the award of a three-year Gasoline and Diesel Fuel contract in the amount of \$140,265 to Spencer Oil of Roseville, MI, the lowest bidder meeting college specifications.

ROLL CALL VOTE:

Ayes: DiMaria, Cusumano, Haase, Lucido, Viviano, Kelly

Nays: None

Absent: DeSantis

Motion carried.



11.3B Annual Library Purchases and DALNET Maintenance Agreement

MOTION by Haase, supported by DiMaria, to authorize the purchase of library resources for fiscal year 2016-2017 in amounts not to exceed \$77,000 to EBSCO Subscription Services of Cary, Illinois, and \$53,000 to MCLS (Midwest Collaborative Library Services) of Lansing, Michigan; and authorize the renewal of its annual maintenance agreement in an amount not to exceed \$65,000 to the Detroit Area Library Network (DALNET) for the College's share of fiscal year 2016-2017 operating costs.

ROLL CALL VOTE:

Ayes: Haase, DiMaria, Cusumano, Lucido, Viviano, Kelly

Nays: None

Absent: DeSantis

Motion carried.

11.3C Waste Removal Services

MOTION by Viviano, supported by DiMaria, to approve the award of a three-year Waste Removal Services contract in the amount of \$87,105 to Rizzo Environmental Services of Sterling Heights, MI, the lowest bidder meeting college specifications.

ROLL CALL VOTE:

Ayes: Viviano, DiMaria, Haase, Cusumano, Lucido, Kelly

Nays: None

Absent: DeSantis

Motion carried.

11.3D Water Treatment Chemical Contract for all Boilers, Cooling Towers and Closed Loop Systems

MOTION by DiMaria, supported by Lucido, to authorize the Administration to enter into a three-year contract with Hydro Chem Laboratories of Novi, MI to provide Chemical Water Treatments for all Boilers, Cooling Towers and Closed Loop Systems in the amount of \$96,000.

DISCUSSION: Trustee Cusumano questioned if there would be routine inspections of all of the College's boilers during this three-year contract? Ms. Argiri, Vice President, Business, stated that she would have to find out and get back to him with an answer.

ROLL CALL VOTE:

Ayes: DiMaria, Lucido, Haase, Viviano, Kelly

Nays: Cusumano

Absent: DeSantis

Motion carried.

11.3E Boiler CSD-1 Certification

MOTION by Haase, supported by Viviano, to authorize the Administration to enter into a three-year contract with John E. Green Company of Highland Park, MI to provide CSD-1 Boiler Certification in the amount of \$56,205.

ROLL CALL VOTE:

Ayes: Haase, Viviano, Cusumano, DiMaria, Lucido, Kelly

Nays: None

Absent: DeSantis

Motion carried.

11.3F Three (3) Issues of the Workforce and Continuing Education Schedule of Classes – Fall 2016, Winter 2017 and Summer 2017

MOTION by Haase, supported by DiMaria, to approve the bid in the amount of \$84,090 for printing and mailing services for three (3) issues of the Workforce and Continuing Education Schedule of Classes for Fall 2016, Winter 2017, and Summer 2017 to Stafford Media Solutions, Greenville, Michigan.

ROLL CALL VOTE:

Ayes: Haase, DiMaria, Cusumano, Lucido, Viviano, Kelly

Nays: None

Absent: DeSantis

Motion carried.

11.4 Approval of Grant Submission to Michigan Council for Arts and Cultural Affairs

MOTION by DiMaria, supported by Viviano, to approve the submission of a grant proposal to the Michigan Council for Arts and Cultural Affairs for up to \$30,000 to support programs.

ROLL CALL VOTE:

Ayes: DiMaria, Viviano, Cusumano, Haase, Lucido, Kelly

Nays: None

Absent: DeSantis

Motion carried.

11.5 Approval of the MCC Foundation Application for Special Liquor License

MOTION by Lucido, supported by DiMaria, to approve the request by the MCC Foundation to move forward with the application for a Special Liquor License from the Michigan Liquor Control Commission.

DISCUSSION: Trustee Cusumano asked how much does a special liquor license cost; Dr. Ulbrich said \$25.

ROLL CALL VOTE:

Ayes: Lucido, DiMaria, Cusumano, Haase, Viviano, Kelly

Nays: None

Absent: DeSantis

Motion carried.

12.0 POLICY ACTIONS

12.1 Amendments to the Board of Trustee Naming Recognition Policy (Second Reading)

MOTION by Lucido, supported by DiMaria, to approve the Second Reading of the proposed revisions to the Naming Recognition Policy.

DISCUSSION: Trustee Cusumano said he voted for the first reading, but upon review does he have a clear understanding that for \$1 million someone could have their name put on the MCPA and if Administration agrees it would be in perpetuity. Trustee Lucido said she didn't think that is how it works, it depends on the age of the building or if it is new construction, but the Board has the ability to deny it. The Board could also have the name removed if something took place that the Board didn't agree with. Trustee Cusumano said but the Board is giving the authority to the Administration to set that period of time. Dr. Ulbrich stated an agreement would be negotiated and it would come before the Board for a vote. Mr. Wendt said on page 74 (correction is page 76) of the packet – the name “will remain for an agreed upon time” and the Board needs to approve the agreement.

ROLL CALL VOTE:

Ayes: Lucido, DiMaria, Cusumano, Haase, Viviano, Kelly

Nays: None

Absent: DeSantis

Motion carried.

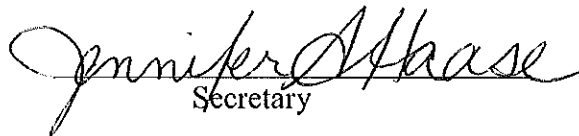
13.0 ADJOURNMENT

MOTION by Haase, supported by DiMaria, to adjourn the meeting.

Motion carried.

The meeting adjourned at 8:12 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB  
BOARD OF TRUSTEES

  
Secretary