

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 Wednesday, May 15, 2019 at 7:30 p.m., in Room 324 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 Lorenzo at 7:55 p.m.

2.0 ROLL CALL

Present: Katherine Lorenzo, Chairperson  
Frank Cusumano, Vice Chairperson  
Kristi Dean, Secretary  
Roseanne DiMaria, Treasurer  
Joan Flynn, Trustee  
Shelley Vitale, Trustee

Absent: Vincent Viviano, Trustee

Also present: James Sawyer, President  
Sharon Kowal, Executive Administrative Assistant to the President  
Jeffrey Steele, General Counsel

3.0 APPROVAL OF AGENDA

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

ALL IN FAVOR:

Ayes: DiMaria, Flynn, Cusumano, Dean, Vitale, Lorenzo

Nays:

Absent: Viviano

Motion carried.

4.0 APPROVAL OF MINUTES

4.1 Information Session, April 17, 2019

MOTION by Cusumano, supported by Dean, to approve the minutes of the April 17, 2019 Information Session, as read.

ALL IN FAVOR:

Ayes: Cusumano, Dean, DiMaria, Flynn, Vitale, Lorenzo

Nays:

Absent: Viviano

Motion carried.

4.2 Regular Meeting, April 17, 2019

MOTION by Cusumano, supported by Dean, to approve the minutes of the April 17, 2019 Regular Meeting, as read.

ALL IN FAVOR:

Ayes: Cusumano, Dean, DiMaria, Flynn, Vitale, Lorenzo

Nays:

Absent: Viviano

Motion carried.

5.0 BOARD OF TRUSTEES REPORTS/PROPOSALS

5.1 Board of Trustees Reports (verbal)

Trustee Cusumano indicated that he made several proposals and this Board is working diligently to both increase revenue streams and contain costs.

6.0 PRESIDENT'S REPORT (verbal)

None.

7.0 FINANCIAL REPORTS

7.1 Financial Statements – April 30, 2019

MOTION by DiMaria, supported by Flynn, to receive and file the financial statements for the ten months ended April 30, 2019.

ALL IN FAVOR:

Ayes: DiMaria, Flynn, Cusumano, Dean, Vitale, Lorenzo

Nays:

Absent: Viviano

Motion carried.

7.2 Investment Report – April 28, 2019

MOTION by DiMaria, supported by Flynn, to receive and file the investment report of securities held as of April 28, 2019.

ALL IN FAVOR:

Ayes: DiMaria, Flynn, Dean, Vitale, Lorenzo

Nays: Cusumano

Absent: Viviano

Motion carried.

7.3 Financial Reports and Analyses

7.3A Property Tax Analysis and Resolution

MOTION by Cusumano, supported by Flynn, that the resolution for the levy of 2019-2020 property taxes for operating 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

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 property within the District at the maximum annual rate of 1.4532 mills on each thousand dollars (\$1.4532 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, 2019, amount to be at least \$41,302,656.

NOW, THEREFORE, BE IT RESOLVED, and it is hereby declared and certified that the approved tax to be levied on the real property with the College District for the fiscal year commencing July 1, 2019 shall be at the rate of 1.4532 mills on each thousand dollars (\$1.4532 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, 2019, shall amount to at least \$41,302,656 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: Cusumano, Flynn, Dean, DiMaria, Vitale, Lorenzo

Nays:

Absent: Viviano

Motion carried.

7.3B Open Hearing on Proposed 2018-2019 Budget (verbal)

There being no comments from the public on the proposed 2019/2020 budget, the open hearing was closed.

7.3C Initial 2019-2020 General Fund Budget

MOTION by Cusumano, supported by DiMaria, that the Board of Trustees adopt the general appropriations resolution for 2019-2020 as presented.

RESOLVED, that this resolution shall be the general consolidated appropriations of Macomb Community College for the fiscal year beginning July 1, 2019 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, 2019 are \$140,356,608.

BE IT FURTHER RESOLVED, that \$140,095,834 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 2019/2020 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, 2019.

ROLL CALL VOTE:

Ayes: Cusumano, DiMaria, Dean, Flynn, Vitale, Lorenzo

Nays:

Absent: Viviano

Motion carried.

8.0 PERSONNEL REPORTS

8.1 Personnel Reports

8.1A Donald Ritzenhein, Provost & Vice President of the Learning Unit – Interim-Temporary

MOTION by Cusumano, supported by Dean to approve the appointment of Donald Ritzenhein to interim/temporary Provost and Vice President of the Learning Unit.

ROLL CALL VOTE:

Ayes: Cusumano, Dean, DiMaria, Flynn, Vitale, Lorenzo

Nays:

Absent: Viviano

Motion carried.

8.1B Donald Hutchison, Dean of Engineering & Advanced Technology

MOTION by Cusumano, supported by DiMaria to approve the appointment of Donald Hutchison, Dean of Engineering and Advanced Technology.

ROLL CALL VOTE:

Ayes: Cusumano, DiMaria, Dean, Flynn, Vitale, Lorenzo

Nays:

Absent: Viviano

Motion carried.

8.1C Shawn Sheehan, Instructor Media and Communication Arts, Motion Design

MOTION by Cusumano, supported by Dean to approve the appointment of Shawn Sheehan, Instructor Media and Communication Arts, Motion Design.

ROLL CALL VOTE:

Ayes: Cusumano, Dean, DiMaria, Flynn, Vitale, Lorenzo

Nays:

Absent: Viviano

Motion carried.

8.2 Employment Contracts for Exempt Administrators – Board of Trustee Members Only\*

MOTION by Flynn, supported by DiMaria to approve the employment contracts for the exempt administrators for the period of July 1, 2019 to June 30, 2020.

ROLL CALL VOTE:

Ayes: Flynn, DiMaria, Cusumano, Dean, Vitale, Lorenzo

Nays:

Absent: Viviano

Motion carried.

9.0 AUDIENCE PARTICIPATION (verbal)

None.

10.0 REPORTS OF ADMINISTRATION – INFORMATION ITEMS

None.

11.0 REPORTS OF ADMINISTRATION – ACTION ITEMS

11.1 Donations – April 30, 2019

MOTION by DiMaria, supported by Flynn to accept the donations as presented and acknowledged by the Administration.

ALL IN FAVOR:

Ayes: DiMaria, Flynn, Dean, Vitale, Lorenzo

Nays: Cusumano

Absent: Viviano

Motion carried.

11.2 Change Orders (none)

### 11.3 Authorization for Purchases

#### 11.3A Waste Removal Services

MOTION by Flynn, supported by DiMaria, that the Board of Trustees approve the award of a three-year Waste Removal Services contract in the amount of \$125,727 to GFL Environmental USA Inc. of Sterling Heights, MI, the lowest bidder meeting college specifications.

#### DISCUSSION:

Trustee Cusumano asked if there is any explanation why Waste Management's bid is so much higher than GFL or is it just their profit margin. Mike Simmons responded that it is just their margin and that GFL met all specifications. Trustee Cusumano said for purposes of explanation as to why he asked the question, some of these bids are not even close to each other. The lowest bidder is miles apart from the next lowest bidder and even farther apart from another bidder. Sometimes he asks the question if there is any explanation for the difference because he did not understand why that would be when hauling waste is hauling waste.

#### ROLL CALL VOTE:

Ayes: Flynn, DiMaria, Cusumano, Dean, Vitale, Lorenzo

Nays:

Absent: Viviano

Motion carried.

#### 11.3B HVAC Inspection and Service Maintenance Contract

MOTION by Cusumano, supported by DiMaria, that the Board of Trustees authorize Administration to enter into a three-year contract with ATIGROUP of Flushing, MI to provide HVAC Inspection and Service Maintenance in the amount of \$117,455.

#### ROLL CALL VOTE:

Ayes: Cusumano, DiMaria, Dean, Flynn, Vitale, Lorenzo

Nays:

Absent: Viviano

Motion carried.



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

MOTION by Cusumano, supported by DiMaria, that the Board of Trustees authorize the Administration to enter into a three-year contract with HOH Water Technology of Walled Lake, MI to provide Chemical Water Treatments for all Boilers, Cooling Towers and Closed Loop Systems in the amount of \$79,500.

ROLL CALL VOTE:

Ayes: Cusumano, DiMaria, Dean, Flynn, Vitale, Lorenzo

Nays:

Absent: Viviano

Motion carried.

11.3D Next Generation Firewall License Renewal

MOTION by Cusumano, supported by DiMaria, that the Board of Trustees authorize the Administration to issue a 36-month Palo Alto network firewall licensing and support contract to AmeriNet of Michigan, Inc., from Ann Arbor, MI in an amount not to exceed \$230,981.

ROLL CALL VOTE:

Ayes: Cusumano, DiMaria, Dean, Flynn, Vitale, Lorenzo

Nays:

Absent: Viviano

Motion carried.

11.3E Two (2) High Volume Production Color Printers/Copiers

MOTION by Cusumano, supported by DiMaria, that the Board of Trustees authorize the Administration to enter into a contract, upon approval of General Counsel, with Konica Minolta Business Solutions to purchase two (2) Konica Minolta AccurioPress C3070 – high volume production printer/copiers in the amount of \$243,000 and enter into a five-year service agreement in amounts not to exceed \$.0329 per color copy and \$.007 per black/white copy.

DISCUSSION:

Trustee Dean asked if the copies could be assigned to a cost center and be billed back to them. Mr. Howard Reinhold, Manager of Print Shop and Copy Center, responded yes to both and stated that there are chargebacks on certain things.

ROLL CALL VOTE:

Ayes: Cusumano, DiMaria, Dean, Flynn, Vitale, Lorenzo

Nays:

Absent: Viviano

Motion carried.

11.3F External Advertising

MOTION by Cusumano, supported by DiMaria, that the Board of Trustees authorize the Administration to purchase various external advertising through SMZ, Inc. in an amount not to exceed \$480,200 for 2019-2020.

DISCUSSION:

Trustee Cusumano said this is the same amount that we have been authorizing for the last seven years. President Sawyer said correct.

ROLL CALL VOTE:

Ayes: Cusumano, DiMaria, Dean, Flynn, Vitale, Lorenzo

Nays:

Absent: Viviano

Motion carried.

### 11.3G Emergency Messaging System

MOTION by Cusumano, supported by Flynn, that the Board of Trustees approve a three-year contract in the amount of \$125,850 with RAVE Mobile Safety of Framingham, MA subject to the review and approval of General Counsel.

#### ROLL CALL VOTE:

Ayes: Cusumano, Flynn, Dean, DiMaria, Vitale, Lorenzo

Nays:

Absent: Viviano

Motion carried.

### 11.3H Customer Relationship Management (CRM) Database

MOTION by Cusumano, supported by DiMaria, that the Board of Trustees authorize the Administration to enter into a three-year contract, upon approval of General Counsel, with Blackbaud NXT of Charleston, South Carolina for the purchase of a customer relationship management database in an amount not exceed \$266,275.60.

#### DISCUSSION:

Trustee Cusumano said Blackbaud NXT did not come in as the lowest bid, can you explain to the board why this company is a better choice. Ms. Christina Ayar, Director MCC Foundation, stated that in the world of philanthropy there are many options for donor databases. Blackbaud NXT happens to be the best of all the options. The two lower bids were from companies that were unknown to the staff in the Foundation Office. One of the bids was from a company that managed student entry, had no relation to donations and could not offer the same services. She stated that Blackbaud would take the College from where we are at to where we need to be in terms of philanthropic support.

Trustee Dean asked if the database would be exclusively for the Foundation. Ms. Ayar said no, it will be a service shared with Grants, Public Relations, Human Resources and the President's Office, in terms of consumer database entry, alumni information, and retiree information. Trustee Dean asked if it is only going to be for employees of the College and the Foundation. Ms. Ayar said it is also for alumni. She stated that its main purpose is for alumni and donors who may be community members who are not alumni, as well as employees who are donors and retirees.

#### ROLL CALL VOTE:

Ayes: Cusumano, DiMaria, Dean, Flynn, Vitale, Lorenzo

Nays:

Absent: Viviano

Motion carried.

11.31 Michigan Community College Risk Management Authority Self-Insured Property and Casualty Insurance

MOTION by Cusumano, supported by DiMaria, that the Board of Trustees approve a contribution in an amount not to exceed \$627,004 to the Michigan Community College Risk Management Authority for the period July 1, 2019 to June 30, 2020.

ROLL CALL VOTE:

Ayes: Cusumano, DiMaria, Dean, Flynn, Vitale, Lorenzo

Nays:

Absent: Viviano

Motion carried.

11.4 Center Campus PDC & South Campus P Building Roof Replacement Bids & Proposed Budget

MOTION by DiMaria, supported by Flynn, that the Board of Trustees approve the proposed budget for the replacement of roofing systems at Center Campus PDC and South Campus P buildings and authorize the award of contracts, subject to the review and approval of General Counsel, to JD Candler of Livonia, MI, the lowest bidder meeting the College's specifications.

DISCUSSION:

Trustee Flynn asked if the college has any green roofs or if they have been considered. Mr. Bill Simonson, Director of Administrative Services stated that there are currently no green roof systems on any of our buildings. Trustee Flynn asked if it is being considered. Mr. Simonson said it has been considered loosely but they are not a low maintenance type of roof system. They have a short life span and require a large investment to install. They are essentially three times the cost and only last a quarter of the time and you would have to mow the grass on them. Trustee Flynn thought it would be cheaper and good for the environment. Mr. Simonson said he cannot speak for the environmental impact but in Michigan there are not a lot of solar days that would give an impact.

ROLL CALL VOTE:

Ayes: DiMaria, Flynn, Cusumano, Dean, Vitale, Lorenzo

Nays:

Absent: Viviano

Motion carried.

11.5 Construction Management Services for the Skilled Trades and Advanced Technology Center

MOTION by DiMaria, supported by Dean, that the Board of Trustees authorize the Administration to engage Barton Malow Company for construction management services for the Skilled Trades and Advanced Technology Center Capital Outlay Renovation Project and award a contract, subject to the review and approval of General Counsel, in an amount not to exceed \$945,090.

ROLL CALL VOTE:

Ayes: DiMaria, Dean, Cusumano, Flynn, Vitale, Lorenzo

Nays:

Absent: Viviano

Motion carried.

12.0 POLICY ACTIONS

12.1 Policy on College Rules and Regulations (Second Reading)

MOTION by Flynn, supported by DiMaria, that the Board of Trustees adopt, second reading, the attached proposed policy on College Rules and Regulations.

ROLL CALL VOTE:

Ayes: Flynn, DiMaria, Cusumano, Dean, Vitale, Lorenzo

Nays:

Absent: Viviano

Motion carried.

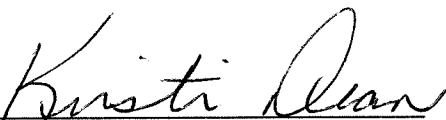
13.0 ADJOURNMENT

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

Motion carried.

The meeting adjourned at 8:24 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB BOARD OF TRUSTEES

  
Secretary