

APPROVED MINUTES OF A 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 18, 2022, at 7:30 p.m., in Room 324 of the John Lewis Student Community Center, South Campus, 14500 E. Twelve Mile Road, Warren, MI 48088

1.0 [CALL TO ORDER](#)

The meeting was called to order by Acting Chairperson Cusumano at 7:50 p.m.

2.0 [ROLL CALL](#)

Present:

Frank Cusumano, Acting Chairperson

Roseanne DiMaria, Treasurer

Kristi Dean, Secretary

Joan Flynn, Trustee

Shelley Vitale, Trustee

Vincent Viviano, Trustee

Absent:

Katherine Lorenzo, Chairperson

Also present:

James Sawyer, President

Sharon Kowal, 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, Dean, Vitale, Viviano, Cusumano

ABSENT: Lorenzo

NAYS:

MOTION CARRIED.

4.0 [APPROVAL OF MINUTES](#)

4.1 [Information Session, April 21, 2022](#)

MOTION by DiMaria, supported by Flynn, to approve the minutes of the April 21, 2022 information session, as read.

ALL IN FAVOR:

AYES: DiMaria, Flynn, Dean, Vitale, Viviano, Cusumano

ABSENT: Lorenzo

NAYS:

MOTION CARRIED

4.2 [Regular Meeting, April 21, 2022](#)

MOTION by DiMaria, supported by Flynn, to approve the minutes of the April 21, 2022 regular meeting minutes, as read.

ALL IN FAVOR:

AYES: DiMaria, Flynn, Dean, Vitale, Viviano, Cusumano

ABSENT: Lorenzo

NAYS:

MOTION CARRIED.

5.0 [BOARD OF TRUSTEES REPORTS \(verbal\)](#)

5.1 [Board of Trustees Reports](#)

Trustee Flynn reported that the Warren Fire Department had their cadet and new firefighter ceremony at Warren City Hall and Dan Reynolds, the Manager of Macomb Community College's Fire Training Center, was excellent. He talked about every firefighter individually and that made their families and the audience happy. Warren hired 10 firefighters and there were 32 cadets. It was just wonderful. She said she heard Mr. Reynolds is leaving the college. Dr. Sawyer said yes, he is retiring. Trustee Flynn added that she also met the union person of the firefighters. She was really proud to have everybody there from Macomb County and she knows they still owe you money. She was impressed. Dr. Sawyer thanked Trustee Flynn for sharing her report. It was a great job lead by Mr. Reynolds and the team at the fire academy. It was a special program put together specifically for the city of Warren and we were proud to do that and glad it worked out so well. It is not surprising, but he is glad to hear that Mr. Reynolds did such a nice job at the ceremony. Thank you for sharing.

5.2 [Date Change for the July 2022 Board of Trustees Meetings](#)

MOTION by DiMaria, supported by Vitale, to change the date of the July 20, 2022 Board of Trustees meetings to July 12, 2022 to commence at 5:30 p.m.

DISCUSSION: *Trustee Flynn stated she was going to vote no on this item, but the President said it would be a short meeting. Dr. Sawyer said it will be a very consolidated meeting focusing on collective bargaining and new hires, not like our traditional board meetings. We will start the meeting at 5:30 p.m. per the agreement of the trustees, so Trustee Flynn is able to attend the City of Warren meeting.*

ROLL CALL VOTE:

AYES: DiMaria, Vitale, Dean, Viviano, Cusumano

ABSENT: Lorenzo

NAYS: Flynn

MOTION CARRIED

6.0 [PRESIDENT'S REPORT \(verbal\)](#)

None.

7.0 FINANCIAL REPORTS

7.1 Financial Statements – April 30, 2022

MOTION by Viviano, supported by Vitale, to receive and file the financial statements for the ten months ended April 30, 2022.

ALL IN FAVOR:

AYES: Viviano, Vitale, Dean, DiMaria, Flynn, Cusumano

ABSENT: Lorenzo

NAYS:

MOTION CARRIED.

7.2 Investment Report – April 30, 2022

MOTION by DiMaria, supported by Flynn, to receive and file the investment report of securities held as of April 30, 2022.

ALL IN FAVOR:

AYES: DiMaria, Flynn, Dean, Vitale, Viviano,

ABSENT: Lorenzo

NAYS: Cusumano

MOTION CARRIED.

7.3 Financial Reports and Analyses

7.3A Property Tax Analysis and Resolution

MOTION by Flynn, supported by DiMaria, that the resolution for the levy of 2022-2023 property taxes for operating purposes be adopted as presented.

ROLL CALL VOTE:

AYES: Flynn, DiMaria, Dean, Vitale, Viviano, Cusumano

ABSENT: Lorenzo

NAYS:

MOTION CARRIED

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB
STATE OF MICHIGAN RESOLUTION FOR LEVY OF 1.4077 MILL TAX 2022

AT A REGULAR MEETING of the Board of Trustees of the Community College District of the County of Macomb, Michigan, held on the 18th day of May 2022 at South Campus, 14500 E 12 Mile Road, Warren, Michigan at 7:30 p.m.

PRESENT: Cusumano, Dean, DiMaria, Flynn, Vitale, Viviano

ABSENT: Lorenzo

The following preamble and resolution were offered by Trustee

Roseanne DiMaria and seconded by Joan Flynn.

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 1.4077 mills on each thousand dollars (\$1.4077 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, 2022, amount to be at least \$46,215,000.

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, 2022 shall be at the rate of 1.4077 mills on each thousand dollars (\$1.4077 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, 2022, shall amount to at least \$46,215,000 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.

AYES: DiMaria, Flynn, Dean, Vitale, Viviano, Cusumano

NAYS:

ABSENT: Lorenzo

RESOLUTION DECLARED ADOPTED.

7.3B [Open Hearing on Proposed 2022-2023 Budget \(verbal\)](#)

None.

7.3C [Initial 2022-2023 General Fund Budget](#)

MOTION by Flynn, supported by DiMaria, to adopt the general appropriations resolution for 2022-2023 as presented.

ROLL CALL VOTE:

AYES: Flynn, DiMaria, Dean, Vitale, Viviano, Cusumano

ABSENT: Lorenzo

NAYS:

MOTION CARRIED.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB
(Macomb Community College)

RESOLVED, that this resolution shall be the general consolidated appropriations of Macomb Community College for the fiscal year beginning July 1, 2022. A resolution to make appropriations; 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, 2022 are \$144,786,736.

BE IT FURTHER RESOLVED, that \$144,697,169 of the total available to appropriate in the General Fund is hereby appropriated for expenditures and, if necessary, fund balance to be used to ensure that the 2022-2023 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, 2022.

8.0 [AUDIENCE PARTICIPATION \(verbal\)](#)

Christine Chila, Licensed Veterinary Technician (LVT), President of the Michigan Association of Veterinary Technicians, presented questions to the board regarding where the Macomb Community College vet tech program is going, the distribution of HEERF II and III funds and the status of the AVMA inspection. Acting Chairperson Cusumano asked Ms. Chila if she had submitted any of the questions to administration prior to this meeting and if not, would she like to do so? She responded that she would do that.

9.0 [PERSONNEL REPORTS](#)

9.1 [Personnel Report](#)

9.1A [Catherine Parker, Associate Dean of Arts & Sciences, Humanities, MCAAP](#)

MOTION by Viviano supported by DiMaria, that the Board of Trustees approve the personnel action for Catherine Parker, Associate Dean of Arts & Sciences, Humanities, MCAAP.

ROLL CALL VOTE:

AYES: Viviano, DiMaria, Dean, Flynn, Vitale, Cusumano

ABSENT: Lorenzo

NAYS:

MOTION CARRIED.

9.1B [Michelle Spencer, Faculty of Dental Hygiene, MCCFO](#)

MOTION by Viviano supported by DiMaria, that the Board of Trustees approve the personnel action for Michelle Spencer, Faculty of Dental Hygiene, MCCFO.

ROLL CALL VOTE:

AYES: Viviano, DiMaria, Dean, Flynn, Vitale, Cusumano

ABSENT: Lorenzo

NAYS:

MOTION CARRIED.

9.2 [Employment Contracts for Exempt Administrators](#)

MOTION by DiMaria supported by Flynn, that the Board of Trustees approve contracts for the exempt administrators listed for the period July 1, 2022 through June 30, 2023.

ROLL CALL VOTE:

AYES: DiMaria, Flynn, Dean, Vitale, Viviano, Cusumano

ABSENT: Lorenzo

NAYS:

MOTION CARRIED.

10.0 [REPORTS OF ADMINISTRATION – INFORMATION ITEMS \(none\)](#)

11.0 [REPORTS OF ADMINISTRATION – ACTION ITEMS](#)

11.1 [Donations – April 30, 2022](#)

MOTION by DiMaria, supported by Vitale, to accept the donations as presented and acknowledged by the College, with thanks.

ALL IN FAVOR:

AYES: DiMaria, Vitale, Dean, Flynn, Viviano

ABSENT: Lorenzo

NAYS: Cusumano

MOTION CARRIED.

11.2 [Change Orders \(None\)](#)

11.3 [Authorization for Purchases](#)

11.3A [Three \(3\) Issues of the Macomb *Connect* Magazine, Fall 2022, Winter 2023 and Spring/Summer 2023](#)

MOTION by Flynn, supported by DiMaria, that the Board of Trustees approve the bid in the amount of \$196,263 for printing and mailing services of three (3) issues of the Macomb *Connect* Magazine for Fall 2022, Winter 2023 and Spring/Summer 2023 to Hearst Corporation of Big Rapids, Michigan.

ROLL CALL VOTE:

AYES: Flynn, DiMaria, Dean, Vitale Viviano, Cusumano

ABSENT: Lorenzo

NAYS:

MOTION CARRIED.

11.3B [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 \$124,579 to GFL Environmental USA Inc. of Sterling Heights, MI the lowest bidder meeting college specifications.

DISCUSSION: *Acting Chairperson Cusumano stated there has been some controversy on composting with GFL in Macomb Township, does Macomb Community College compost or do we cut the grass and possibly compost on premise? Mr. B. Simonson, Executive Director of Administrative Services, said all lawn cutting is mulched so there is no composting. This service does not include composting.*

ROLL CALL VOTE:

AYES: Flynn, DiMaria, Dean, Vitale, Viviano, Cusumano

ABSENT: Lorenzo

NAYS:

MOTION CARRIED.

11.3C [Stratasys Emerald Care Maintenance Services for Stratasys 3D Printer](#)

MOTION by DiMaria, supported by Viviano, that the Board of Trustees authorize the Administration to enter into a \$51,480 three-year Emerald Care maintenance service agreement, upon the approval of General Counsel, with Stratasys, Inc. located in Eden Prairie, MN.

DISCUSSION: *Trustee Flynn said for three years someone has to come from Minnesota to check this? Isn't there somebody from Michigan. Dr. Sawyer said the services are from the manufacturer and there isn't one in Michigan. Trustee Flynn asked if this went out for bid? Dr. Sawyer said yes, this is for a Stratasys 3D printing system, and the manufacturer provides the maintenance and care. These printers aren't built everywhere, and this company is based in Minnesota, so the service comes from there as well.*

ROLL CALL VOTE:

AYES: DiMaria, Viviano, Dean, Flynn, Vitale, Cusumano

ABSENT: Lorenzo

NAYS:

MOTION CARRIED.

11.3D [External Advertising](#)

MOTION by Flynn 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 \$800,000 for 2022-2023.

DISCUSSION: *Trustee Flynn said this external advertising is in Troy, Michigan.*

ROLL CALL VOTE:

AYES: Flynn, DiMaria, Dean, Vitale, Viviano, Cusumano

ABSENT: Lorenzo

NAYS:

MOTION CARRIED.

11.3E [Emergency Messaging System](#)

MOTION by DiMaria supported by Vitale, that the Board of Trustees approve a three-year renewal 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: DiMaria, Vitale, Dean, Flynn, Viviano, Cusumano

ABSENT: Lorenzo

NAYS:

MOTION CARRIED.

11.3F [Publishing Services for History Book Commemorating Macomb Community College's 70 Years](#)

MOTION by Vitale supported by DiMaria, that the Board of Trustees authorize the Administration to purchase publishing services from HOUR Media LLC in the amount of \$74,490.

DISCUSSION: *Trustee Flynn said we didn't take the cheapest bid. Dr. Sawyer responded that is true. The vendor review went through a committee who looked for the greatest value for the college, not necessarily low bid. This is going to be a very important piece for the college commemorating our 70th anniversary. A lot of work is required, and we want an impressive book to commemorate this very important event. We focused on the quality and HOUR is an organization that is well placed to do this type of work. The samples they provided were much better than the other two firms, which lead to the committee recommending this vendor. Trustee Cusumano said at the information session he mentioned that he calculated the cost of the books to be \$297.96 per copy but he didn't understand, and he will be voting yes on this matter, because as the president just indicated it is a piece that is going to be used to promote the college and for that there is more to it than just two covers and a hundred pages.*

ROLL CALL VOTE:

AYES: Vitale, DiMaria, Dean, Flynn, Viviano, Cusumano

ABSENT: Lorenzo

NAYS:

MOTION CARRIED.

11.3G [Michigan Community College Risk Management Authority Self-Insured Property and Casualty Insurance](#)

MOTION by DiMaria supported by Flynn, that the Board of Trustees approve a contribution in an amount not to exceed \$692,770 to the Michigan Community College Risk Management Authority for the period July 1, 2022 to June 30, 2023.

DISCUSSION: *Acting Chairperson Cusumano asked if there were any issues with any claims made over the past year with this insurer? General Counsel Steele said he believes the insurer has picked up and covered the claims that have been made. They have done a good job of assigning counsel when needed. Acting Chairperson Cusumano asked if there were any issues or outstanding complaints regarding this vendor? General Counsel Steele responded no.*

ROLL CALL VOTE:

AYES: DiMaria, Flynn, Dean, Vitale, Viviano, Cusumano

ABSENT: Lorenzo

NAYS:

MOTION CARRIED.

11.4 [South Campus Parking Lots #4 and #5 Reconstruction Bids and Proposed Budget](#)

MOTION by Flynn supported by DiMaria, that the Board of Trustees approve the proposed budget for the reconstruction of south campus parking lots #4 and #5 bids as presented and authorize the award of contracts subject to the review and approval of General Counsel.

DISCUSSION: *Trustee Flynn stated that one bid is in Clinton Township and the other is in Flushing, Michigan, which is good. Trustee Dean asked in addition to lots 4 and 5 does this encompass the roads around the lots? Mr. Simonson said yes, we are changing some of the layout and better defining the road, so the parking lot is separate from the road, particularly around the east side and a portion of the north, but does not include the double drive to K bldg.*

ROLL CALL VOTE:

AYES: Flynn, DiMaria, Dean, Vitale, Viviano, Cusumano

ABSENT: Lorenzo

NAYS:

MOTION CARRIED.

12.0 [POLICY ACTIONS](#) (none)

13.0 ADJOURNMENT

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

ALL IN FAVOR:

AYES: DiMaria, Flynn, Dean, Vitale, Viviano, Cusumano

ABSENT: Lorenzo

NAYS:

MOTION CARRIED.

The meeting adjourned at 8:30 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB BOARD OF TRUSTEES

Secretary