



**LAKE MICHIGAN<sup>®</sup>**  
**C O L L E G E**

**BOARD OF TRUSTEES**

**Materials for Regular Meeting**

**January 27, 2015**

*Submitted to Board of Trustees*

*by*

*Dr. Robert Harrison*

Board of Trustees  
Minutes of the Regular Meeting  
Napier Campus  
January 27, 2015

I. **CALL TO ORDER**

Chair Tomasini called the Regular Meeting of the Lake Michigan College Board of Trustees to order at 6:00 p.m. The meeting opened with the Pledge of Allegiance.

II. **ROLL CALL**

Present: Dr. Maysick, Dr. Lindley, Ms. Truesdell, Mr. Small, Ms. Tomasini

Absent: Ms. Johnson, Mr. Bergan

III. **SETTING OF THE AGENDA**

IV. **APPROVAL OF MINUTES**

The minutes of the December 9, 2014 Regular Board Meeting were accepted as presented.

The minutes of the December 17, 2014 Special Board Meeting were accepted as presented.

V. **PETITIONS AND COMMUNICATIONS FROM THE FLOOR**

Mr. Jim McGee presented the Board with information on a 2-year development program, Michigan Inventor Group. Mr. McGee will distribute more information to the Board in the future as his plans develop.

**PRESIDENT'S REPORT**

Dr. Harrison introduced Michael Moyer, Director, Enology and Viticulture at tonight's meeting and presented him with a welcome gift.

Dr. Harrison reported on the 20th annual Lake Michigan College Martin Luther King Jr. Celebration and Awards Ceremony that was held on January 19. The event was free and open to the public. He expressed appreciation to Ms. Erdman and her staff along with Mr. Danny Sledge, diversity consultant and former LMC Dean of Student Development for organizing the event.

**FINANCE REPORT**

Ms. Kelli Hahn presented the finance report for December 31, 2014.

**ACADEMIC SERVICES REPORT**

Ms. Leslie Kellogg reported on the first robotics competition held January 3 at the Mendel Center.

**STUDENT SERVICES REPORT**

Dr. Gabbard reported on the athletic program.

## **NEW BUSINESS**

### **Technology Center**

At the December 17, 2014 meeting, the Lake Michigan College Board of Trustees approved the sale of the M-TEC facility paving the way for construction of a new Technology Center on the Napier Avenue Campus.

### **ACTION**

It was recommended that the Lake Michigan College Board of Trustees authorize the College Administration to design and administer construction bids for a Technology Center to be located on the Napier Avenue Campus.

**MOTION** by Dr. Maysick with support by Dr. Lindley to authorize the College Administration to design and administer construction bids for a Technology Center to be located on the Napier Avenue Campus.

### ROLL CALL VOTE

Yeas: Dr. Maysick, Ms. Truesdell, Mr. Small, Ms. Tomasini, Dr. Lindley

Neas: None

Absent: Mr. Bergan, Ms. Johnson

## **APPROVED**

### **Comments**

Ms. Truesdell is very excited to be moving forward on this project. The amount of research completed up to this point is extremely impressive.

### **Plan Administrator for Pension Plans**

At the September 2011 meeting, the Lake Michigan College Board of Trustees appointed Kelli Hahn as plan administrator for the College's pension plans, effective October 1, 2011. With the reorganization of the Human Resources department, Annmarie Sawyer became the Human Resources Manager/Benefits Specialist on April 15, 2013. Anne Erdman and Kelli Hahn are now recommending to the Board of Trustees that responsibility for administration for the College's pension plans be assumed by this position.

**ACTION**

It was recommended that the Lake Michigan College Board of Trustees appoint Annmarie Sawyer as the plan administrator for the College’s pension plans, effective February 1, 2015, as presented.

**MOTION** by Mr. Small with support by Ms. Truesdell to appoint Annmarie Sawyer as the plan administrator for the College’s pension plans, effective February 1, 2015, as presented.

ROLL CALL VOTE

Yeas: Dr. Maysick, Ms. Truesdell, Mr. Small, Ms. Tomasini, Dr. Lindley

Neas: None

Absent: Mr. Bergan, Ms. Johnson

**APPROVED**

**Resolution for Estimated Sources of Revenue for 2015-16**

BACKGROUND

Act 331 of the Public Acts of 1966, as amended, Section 141 states:

“The Board of Trustees shall prepare annually on a day to be determined by the Board of such district but not after the third Monday of April each year, an estimate of the amount of taxes or appropriation deemed necessary for the ensuing fiscal year for the purpose of expenditures authorized by law as within the powers of the Board.”

In compliance with this section, it is necessary that the Lake Michigan College (the College) Board of Trustees (the Board) take formal action to estimate the “the amount of taxes or appropriation necessary” for the ensuing fiscal year.

The College has estimated fiscal year 2016 revenue as summarized below.

	<b>Fiscal Year 2015</b>	<b>Fiscal Year 2016</b>
	<b><u>Budgeted</u></b>	<b><u>Estimated</u></b>
Tuition & Fees	\$ 10,794,000	\$ 11,010,000
Non-Credit Tuition and Fees	\$ 193,000	\$ 193,000
State Appropriations	\$ 5,343,000	\$ 5,343,000
Property Taxes	\$ 15,109,000	\$ 15,411,000
Other Revenue	\$ 62,000	\$ 128,000
<b>Total</b>	<b>\$ 31,501,000</b>	<b>\$ 32,085,000</b>

This estimate is based on the following:

- Enrollment is estimated to increase by 2% for fiscal year 2016. At this time the Board has not considered any tuition or fee adjustments; all such adjustments are at the sole discretion of the Board and will be considered as part of the annual budget process.
- Non-credit tuition and fee revenue is anticipated remain flat.
- Appropriations are expected to remain flat.
- Property tax revenues are estimated to increase 2% due to an increase in underlying property values.
- Other revenues, which includes net auxiliary operations, are expected to increase due to increased occupancy in the College's residence hall.

Therefore, it is expected that the Board indicate its intention of levying the full voted 2.00 of the current voter millage, subject to such modification as might be imposed by the provision of Section 31 of the Constitution of the State of Michigan (Headlee Amendment.)

In summary, it is not required or intended that the Board adopt at this time a budget or approve the final sources of revenue for 2015-2016 fiscal year. The presented action item is required to meet a statutory obligation.

**ACTION**

To ensure adequate local funds for fiscal year 2015-2016, we recommend that the Board of Trustees levy the full 2.00 of current all-purpose millage as voted and as might be modified by the provisions of Section 31 of the Constitution of the State of Michigan (Headlee Amendment), for an estimated yield of \$15.4 million.

It is hereby resolved by the Board of Trustees of Lake Michigan College that the College will levy the full 2.00 of current all-purpose millage as voted and as might be modified by the provisions of Section 31 of the Constitution of the State of Michigan.

I do hereby certify the official resolution of the Board of Trustees of Lake Michigan College to levy for all purposes the amount recorded in the approved minutes of said district.

**MOTION** by Ms. Truesdell with support by Dr. Lindley to levy the full 2.00 of current all-purpose millage as voted and as might be modified by the provisions of Section 31 of the Constitution of the State of Michigan.

ROLL CALL VOTE

Yeas: Dr. Maysick, Ms. Truesdell, Mr. Small, Ms. Tomasini, Dr. Lindley

Neas: None

Absent: Mr. Bergan, Ms. Johnson

## **APPROVED**

### **Election of the Lake Michigan College Board Treasurer**

Lake Michigan College Board Chair Tomasini announced the election of Ms. Truesdell for the Lake Michigan College Board Treasurer.

### **Bernard C. Radde Distinguished Service Award Committee**

The Bernard C. Radde Distinguished Service Award is named in honor of the late Dr. Bernard C. Radde, who served as a member of the Lake Michigan College Board of Trustees for twenty-five years. It is presented annually to an individual or individuals who have advanced the cause of Lake Michigan College and higher education. Tonight, Board Chair Tomasini appointed Dr. Maysick and Mr. Small as the Committee to select the 2015 Bernard C. Radde Award recipient.

### **College Board Appointments to the Lake Michigan College Foundation Board of Directors**

Lake Michigan College Board Chair Tomasini announced the appointment of Ms. Johnson as the Board of Trustees representative to the Lake Michigan College Foundation Board of Directors for 2015-2016.

### **College Board Appointments to the Lake Michigan College Finance Committee**

Lake Michigan College Board Chair Tomasini announced the appointment of Ms. Truesdell, Dr. Lindley and Mr. Bergan as Board of Trustees representatives to the Lake Michigan College Finance Committee for 2015-2016.

### **New Instructional Programs**

A new program, Medical Assisting Associate Degree in Applied Science was presented to the Lake Michigan College Board of Trustees for approval.

This new program has been developed by LMC faculty, approved by the respective Departments and Division Curriculum Committees, and then approved unanimously by the College Curriculum Committee. The College Curriculum Committee recommends the Medical Assisting Associate Degree in Applied Science program for approval by the Lake Michigan College Board of Trustees.

## **ACTION**

It was recommended that the Lake Michigan College Board of Trustees approve the Medical Assisting Associate Degree in Applied Science.

**MOTION** by Dr. Lindley with support by Dr. Maysick to approve the Medical Assisting Associate Degree in Applied Science as presented.

ROLL CALL VOTE

Yeas: Dr. Maysick, Ms. Truesdell, Mr. Small, Ms. Tomasini, Dr. Lindley

Neas: None

Absent: Mr. Bergan, Ms. Johnson

**APPROVED**

**Board of Trustees 2015 Meeting Calendar Revision**

A modification to the 2015 Board of Trustees Meeting Calendar was made in order to accommodate the Career Technical Education banquet to be held at the Mendel Center on the same date. The April 21 meeting was moved to April 28.

**ACTION:**

It was recommended that the Lake Michigan College Board of Trustees adopt the revised Board of Trustees 2015 Meeting Calendar, as presented.

**MOTION** by Dr. Maysick with support by Ms. Truesdell to adopt the revised Board of Trustees 2015 Meeting Calendar, as presented.

ROLL CALL VOTE

Yeas: Dr. Maysick, Ms. Truesdell, Mr. Small, Ms. Tomasini, Dr. Lindley

Neas: None

Absent: Mr. Bergan, Ms. Johnson

BOARD OF TRUSTEES  
2015 MEETING CALENDAR

All regular meetings begin at 6:00 p.m. and will be held in the Executive Board Room at the Mendel Center unless noted otherwise  
Board pre-meeting workshop begins at 3:00 p.m.

January 27, 2015

*February 24, 2015 workshop only*

March 24, 2015

**April 21, 2015 move to April 28 due to conflict with CTE Banquet**

May 19, 2015 - *(Bertrand Crossing)*

June 23, 2015

No Meeting in July

August 25, 2015

September 22, 2015 - *(South Haven)*

October 27, 2015

No Meeting in November

December 8, 2015



**Comments:**

Mr. Small commented that in his two years on the Board he served as a trustee while Dr. Maysick was Board Chair. Mr. Small thanked Dr. Maysick for his conduct of meetings, his dignity, and the positive addition he has been to the history of Lake Michigan College.

**ADJOURNMENT**

MOTION by Mr. Small, supported by Dr. Lindley, to adjourn the Regular Meeting of the Lake Michigan College Board of Trustees at 6:22 p.m.

/rls