

Board of Trustees  
Minutes of the Regular Meeting  
Napier Campus  
April 25, 2017

**CALL TO ORDER**

Chair Lindley 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.

**ROLL CALL**

Present: Ms. Truesdell, Dr. Lindley, Mr. Curry, Mr. Grover, Mr. Bergan, Ms. Johnson

Absent: Ms. Tomasini

**SETTING OF THE AGENDA**

An additional agenda item was added: Item D Nepotism Policy.

**APPROVAL OF MINUTES**

Minutes of the March 28, 2017 Regular meeting were approved as presented.

**PETITIONS AND COMMUNICATIONS FROM THE FLOOR**

None

**Student Services Report**

Dr. John Owens, Music Instructor, introduced students from the Lake Michigan College Drum Line who gave a lively presentation to the Board of Trustees.

Drumline members present:

Base 4 - Opeyemi (Opi) Ayadeji

Base 2 - Brenden McCollum

Snare - Jon Rueb

Snare - Jarret Kramer

Tenor - Chris Kang

Dr. Kubatzke presented the students with an appreciation gift on behalf of the College.

**PRESIDENT'S REPORT**

Dr. Kubatzke reported on the student-focused events held at the College:

April 11: Phi Theta Kappa Induction

April 17: Honors Convocation

April 17, 18, 19: Meet the President at each campus

Dr. Kubatzke also reminded everyone of the upcoming 70th Commencement ceremony scheduled for May 7.

## **DEPARTMENT REPORTS**

### **Finance Report**

Ms. Hahn gave the finance report for month ending March 28, 2017. Revenues are trending above budget as it has all of last fall, while expenses under budget.

### **Academic Services**

Dr. Kellogg reported on Music Director, Dr. John Owens' clinic he held with the Bangor High School Jazz Band on March 13. She also reported on the 56 nursing students who are graduating this year.

### **Regional Campuses and K-12 Partnerships**

Ms. Craig reported on the six high school students graduating from Lake Michigan College. She also reported on the first middle college student graduating from Bangor, and two New Tech students graduating with highest honors.

### **Student Services**

Mr. Schaffer thanked trustee Grover who as a member of the Lake Michigan College Alumni Board visited Beckwith Hall to do resume building with the students.

### **New Business**

#### **Date for the Fiscal Year 2017-18 Budget Hearing**

In order to meet the requirements of Act 2 of the Public Acts of 1986, as amended, "Truth-In-Taxation," a public hearing to receive testimony and discuss the operating budget for the 2017-18 fiscal year is necessary. The hearing is to be immediately followed by the regular meeting of the Board of Trustees.

### **ACTION**

It was recommended that the public hearing on the proposed 2017-18 Lake Michigan College operating budget be tentatively set for 6:00 p.m. on Tuesday, June 27, 2017, at the Lake Michigan College Mendel Center on Napier Avenue, Benton Harbor.

**MOTION** by Mr. Bergan with support by Mr. Curry to set the public hearing on the proposed 2017-18 Lake Michigan College operating budget be tentatively set for 6:00 p.m. on Tuesday, June 27, 2017, at the Lake Michigan College Mendel Center on Napier Avenue, Benton Harbor.

### ROLL CALL VOTE

Yeas: Mr. Grover, Ms. Truesdell, Dr. Lindley, Mr. Curry,  
Ms. Johnson, Mr. Bergan

Nays: None

Absent: Ms. Tomasini

**APPROVED**

**Construction Management Services Recommendation**

The College has completed its search for construction management services for the Napier Academic Building Capital Outlay project. The search process included firms vetted with the State of Michigan prior to asking for Requests for Proposals. The College also received confirmation from the State that the execution of the search process met State of Michigan professional services selection criteria. Five firms were invited to submit proposals. One firm did not attend the mandatory pre-proposal meeting and was eliminated. The proposals of the four firms who did submit were reviewed and ranked relative to pre-determined criteria including relative experience, team capability, approach, fee and references. The firms submitting included:

	<u>Fee Proposal</u>
Miller-Davis Company; Kalamazoo MI	\$903,850
The Skillman Corporation; Kalamazoo MI	\$893,850
Triangle Construction; Grand Rapids MI	\$920,000
Pioneer Construction; Grand Rapids MI	\$920,370

The highest ranking firm, Miller-Davis participated in an oral interview on April 17, 2017.

**ACTION:** The College Administration recommended to the Lake Michigan College Board of Trustees approval of the request for proposal for construction management services of Miller-Davis Company of Kalamazoo, Michigan in the amount of \$903,850.

**MOTION** by Mr. Bergan with support by Mr. Curry to approve the request for proposal for construction management services of Miller-Davis Company of Kalamazoo, Michigan in the amount of \$903,850.

ROLL CALL VOTE

Yeas: Mr. Grover, Ms. Truesdell, Dr. Lindley, Mr. Curry, Ms. Johnson, Mr. Bergan

Nays: None

Absent: Ms. Tomasini

**APPROVED**

**Wine Education Center – Force Main Sanitary Sewer – Public Infrastructure**

In order to build the proposed Wine Education Center, Lake Michigan College constructed public sanitary sewer infrastructure as none existing in this area along Empire Avenue. The construction was funded by the State of Michigan MEDC and was completed by Kalin Construction. The forced main sanitary sewer is public infrastructure and as such was designed and constructed in accordance with Department of Environmental Quality requirements. The public infrastructure can now be transferred to Benton Charter Township who will be responsible for operating and maintaining the infrastructure for the life of the asset. The Township will defend, hold harmless, and indemnify Lake Michigan College for the operation and maintenance of the system occurring after the transfer.

**ACTION:** The College Administration recommended that the Lake Michigan College Board of Trustees grant an easement along Empire Avenue and convey the forced main sewer infrastructure to Benton Charter Township, as presented.

**MOTION** by Mr. Bergan with support by Mr. Curry to grant an easement along Empire Avenue and convey the forced main sewer infrastructure to Benton Charter Township, as presented.

ROLL CALL VOTE

Yeas: Mr. Grover, Ms. Truesdell, Dr. Lindley, Mr. Curry,  
Ms. Johnson, Mr. Bergan

Nays: None

Absent: Ms. Tomasini

**APPROVED**

**Comments**

Dr. Lindley reminded everyone of the Open House Welcome Receptions for Dr. Kubatzke this week: April 26 at the Mendel Center, April 27 at Bertrand Crossing campus, and next week on May 4 at the South Haven campus. All receptions are from 4:00 p.m. to 6:00 p.m.

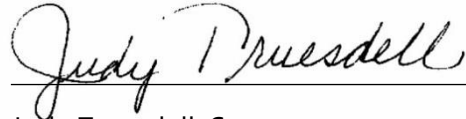
Ms. Truesdell commented on the great Hanson Fab Lab Open House she attended. She stated how wonderfully impressive it was. She also noted that Trustee Grover was in attendance as a microprocessor volunteer. Ms. Truesdell thanked everyone who worked on the event.

**ADJOURNMENT**

MOTION by Mr. Bergan with support from Mr. Curry to adjourn the Regular Meeting of the Lake Michigan College Board of Trustees at 6:21 p.m.

Handwritten signature of Michael R. Lindley in blue ink, written over a horizontal line.

Michael Lindley, Chair

Handwritten signature of Judy Truesdell in black ink, written over a horizontal line.

Judy Truesdell, Secretary