



Southwestern Michigan College Board of Trustees Meeting Minutes

Wednesday, November 10, 2021

Room 134, Niles Campus

General Business

Members of the Southwestern Michigan College Board of Trustees met on November 10, 2021 for a regularly scheduled meeting.

The meeting was convened at 8:01 a.m. by Board Chairman Tom Jerdon.

Members Present: Tom Jerdon (virtually), Bill White, Becky Moore, Beth Cripe, Tracy Hertsel

Members Absent: Dr. Elaine Foster, Keith McKenzie

The Pledge of Allegiance was recited.

Minutes of the October 13, 2021 regular convened meeting required no changes and were placed on file.

Becky Moore moved, seconded by Bill White, to approve the agenda. Motion passed unanimously.

Two individuals were recognized for their service at the College:

Mr. Daryl Harris was recognized for his years of service and was presented with his 5-year pin.

Ms. Jennifer Wolf was recognized for her years of service and was presented with her 5-year pin.

Public Input

No individuals requested public input.

Other

The Treasurer's Report for the month ending October 31, 2021 was received and placed on file.

Michelle Kite, Controller, presented the Quarterly Financial Report for the quarter ending September 30, 2021. The presentation included a review of the balance sheet, revenue and expense quarterly comparisons.

Dr. Odenwald President's Report: Excellence at SMC, Volume 3.

Megan Kupres, Manager of Workforce Development and Adult Studies and Jason Smith, Executive Director Niles Campus, presented the Adult Recruitment Plan to the Board. The presentation included the priorities, goals, and cycles of the plan.

Discussion Items

Trustees reviewed the tentative meeting dates for the calendar year 2022.

Trustees reviewed the list of gifts given to the Foundation, with seven individual donations for a grand total of \$5,575.

Action Items

Vicki VanDenBerg, CPA, Partner, Plante & Moran, PLLC presented the results of the College Audit Report of the Annual Financial Statements for the Year Ended June 30, 2021. Both the College and Foundation were given a "clean, unmodified opinion" signifying the best assurance rating. Ms. VanDenBerg thanked Vice President Susan Coulston, Controller Michelle Kite and staff for their cooperation and assistance with the audit process.

Becky Moore moved, seconded by Tracy Hertsel, that the Board of Trustees receive the College Audit Report of the Annual Financial Statements for the Year Ended June 30, 2021. Motion passed unanimously.

Vice President Susan Coulston reported that the annual Five-Year Capital Outlay Master Plan and Major Capital Outlay Project Request were submitted to the State in October. The Lyons Building Renovation Project is included in the plan. If ultimately approved, the State will provide for 50% of the project's 12M estimated total cost. Pending approval, construction would begin in the fall of 2023 at the earliest. By then, the College will have accumulated its 50% share of the project's cost.

Beth Cripe moved, seconded by Bill White, to adopt the Fiscal Year 2023 Five Year Capital Outlay Master Plan shown in attachment 5B. Motion passed unanimously.

Beth Cripe moved, seconded by Becky Moore, to adopt the Fiscal Year 2023 Major Capital Outlay Project Request shown in attachment 5C. Motion passed unanimously.

Tracy Hertsel moved, seconded by Becky Moore, to accept with gratitude the gifts shown in attachment 5D, with eight individual donations to the College in the amount of \$2,115. Motion passed unanimously.

Closed Session

Chairman Jerdon stipulated: The Board is scheduled to consider and review the College President's annual performance review, which the President has requested be done in closed session, as allowed under the Michigan Open Meetings Act. Jerdon asked for a Motion to enter into a closed session to consider review of the President's annual performance review, pursuant to the closed session provisions of the Open Meetings Act under MCL 15.268 (a), as requested pursuant to Section 3.3 of the Presents' Employment Agreement? Motion made by Tracy Hertsel. Support for the Motion made by Becky Moore. There was no discussion. Secretary Cripe took individual roll call vote on the motion with Bill White, Tom Jerdon, Beth Cripe, Tracy Hertsel, and Becky Moore voting yes. Entered closed session at 9:25 a.m.

Board reviewed the individual quantitative results of the review categories of President Odenwald which include: operations, leadership skills, communications, board relations, internal relations, and external relations.

After closed session discussion, motion made by Bill White and seconded by Becky Moore to return to open session. There was no discussion on the motion. Return to open session at 10:27 a.m.

Review of Follow-up Requests

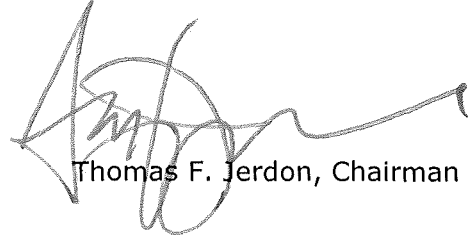
No follow-up requests were made of the administration.

Adjournment

Bill White moved to adjourn at 10:28 a.m. Becky Moore seconded. Passed unanimously.



Beth Cripe, Secretary



Thomas F. Jerdon, Chairman