

**REGULAR MEETING OF THE BOARD OF TRUSTEES
JC @ LISD TECH
Adrian, Michigan
April 10, 2017**

The regular meeting of the Board of Trustees of Jackson College was held on Monday, April 10, 2017 at 1376 N. Main Street, Adrian Michigan 49221.

Vice Chairman Crist called the meeting to order at 6:30PM Daylight Savings Time (DST).

Board Members Present: Vice Chairman, John Crist; Trustee, Matt Heins; Trustee, Philip Hoffman; Treasurer, Donna Lake; Secretary, Sheila Patterson; and Trustee, Dr. Ed Mathein.

Board Member Excused Absence: Chairman, Samuel Barnes

Others Present: Dr. Daniel Phelan, Dr. Rebekah Woods, Cindy Allen, Sara Perkin, Darrell Norris, Jason Valente, Dr. Kristi Hottenstein, Mark Haag, Kandice Karl, Shane Malmquist, Mallory Frailing, Michael Masters, and Dotty Karkheck.

COMMUNICATIONS

Citizen Comments

LISD Superintendent provided an overview of the nature of the partnership between Jackson College and the Career Center.

Employee Comments

There were no employee comments.

Board Comments

There were no board conflicts.

Dr. Mathein shared that the Lions Club had an impressive tour of Jackson College today.

Vice Chairman Crist complimented Jim Jones on his JTV appearance and thanked Michael Masters for hosting the board meeting in Adrian.

Student/Student Government Comments

There were no updates from Student Government.

Consideration of Minutes

With minor proposed modifications, both the minutes of the regular Board meeting on March 13, 2017 and Spring Planning Session minutes of March 29, 2017 were moved into the record by Vice Chairman Crist on behalf of the Trustees.

Marketing Report

Dotty Karkheck, Director of Marketing, provided highlights from the Marketing report for the month.

ENDS PERFORMANCE REPORT

Treasurers FY 2017 Q3 Report

Darrell Norris, Vice President of Finance provided an overview of the FY 2017 Q3 Financial Report.

Completion Board Monitoring Report

Dr. Rebekah Woods, Provost, presented the Completion Board Monitoring Report and addressed questions from the Board.

ACTION ITEMS

Board Policy Second Reading Items: Board Job Description and Chairperson's Role

President Phelan presented the Board Job Description and Chairperson's Role policies.

MOTION BY TRUSTEE MATHEIN "to approve the Board Job Description and Chairperson's Role policies as presented." **MOTION PASSED UNANIMOUSLY.**

Selection of Board Audit Committee Members

President Phelan asked for the Board's recommendations for the Board's Audit Committee membership for the FY '17 audit. Trustees Heins, Crist and Lake volunteered to participate in the Audit Committee.

Consideration to Restructure Existing Debt Service

President Phelan asked for the Board to consider the resolution to restructure existing debt service in an effort to reduce total interest cost, as well as to sunset all long-term debt by 2020. This new proposed schedule would result in savings of up to \$2,000,000 over the life of the bonds. **MOTION BY TRUSTEE LAKE** "To approve the resolution to restructure existing debt service." **ROLL CALL VOTE: TRUSTEES LAKE, MATHEIN, HEINS, CRIST, PATTERSON AND HOFFMAN VOTED AYE. MOTION PASSED UNANIMOUSLY.**

INFORMATION ITEMS

Board Policy First Reading Items: Board Planning and Agenda and Missions Documents

The Board Planning and Agenda and Mission Documents policies were presented for the Board's first consideration. Both policies were moved to second reading consideration with a minor suggested change to the Mission Documents policy.

CEO Certification of Executive Limitations Compliance

As required by Board Policy, President Phelan provided a signed CEO certification of Executive Limitations, certifying he has not operated beyond the parameters specified in the Executive Limitations policy.

Early Middle College Updates

Dean of Lenawee and Hillsdale Centers, Michael Masters provided an update on the early middle college programs.

President's Report

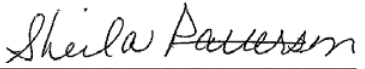
President Phelan provided an update of significant College initiatives, future events, legislative and academic matters. Additionally, JPEC President Shane Malmquist was on hand to provide an update on JPEC. Jason Valente, President of the Jackson College Foundation provided a brief update on the Jackson College Foundation.

ADJOURN

MOTION BY TRUSTEE HOFFMAN "To adjourn." MOTION PASSED UNANIMOUSLY.

Meeting adjourned at 7:37PM.

The foregoing minutes of the regular meeting of the Board of Trustees held on Monday, April 10, 2017 were approved at the regular meeting of the Board held on May 8, 2017.



Secretary



Chairman