

## **REGULAR MEETING OF THE BOARD OF TRUSTEES**

**Jackson College – Central Campus**

**Jackson, Michigan**

**March 9, 2020**

The regular meeting of the Board of Trustees of Jackson College was held on Monday, March 9, 2020 at Jackson College's Central Campus, located at 2111 Emmons Road, Jackson, Michigan 49201.

Board Chairman Barnes called the meeting to order at 6:30pm Eastern Daylight Savings Time.

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

*Others Present:* Dr. Daniel J. Phelan, Dr. Kate Thirolf, Jeremy Frew, Darrell Norris, Lee Hampton, Jim Jones, Alana Tuckey, Michael Masters, Bill Abbott, Jeremy Carrier and Sara Perkin.

### **ADOPTION OF MINUTES**

The minutes of the Regular Board Meeting on January 13, 2020 were considered and moved into the record, without modification by Chairman Barnes on behalf of the Trustees.

### **DECLARATION OF CONFLICT OF INTEREST**

There were no conflicts of interest on the agenda noted by Trustees.

### **OWNERSHIP LINKAGE**

*Public Comments*

There were no public comments.

President Phelan provided an update on the continuity planning underway given the current coronavirus situation. In addition, legal counsel Bill Abbott was on hand to comment on holding a remote board meeting if the College closes down due to the current epidemic concerns.

President Phelan thanked Trustee Crist for attending the PTK Luncheon in Lansing, earlier in the day.

Chairman Barnes asked if the continuity plan is just for the spring or for the fall. President Phelan will keep the Board advised.

### **GOVERNANCE PROCESS ITEMS FOR DECISION**

*Consideration of Spring Planning Session Date*

President Phelan shared that the proposed date for the Board's Spring Planning Session is April 29, 2020. **MOTION BY TRUSTEE MATHEIN** "to approve April 29, 2020 as the Board's Spring Planning Session. **MOTION PASSED UNANIMOUSLY.**

#### *Consideration of Spring Planning Session Content*

President Phelan shared current potential topics for the Board's Spring Planning Session, including budget targets and policy governance, and asked if there were additional items the Board would like on the budget. No additional topics were proposed.

### **EXECUTIVE LIMITATIONS ITEMS**

#### *Consideration of Crockett Award Recipient*

Jackson College Foundation Jason Valente provided an overview of the proposed Crockett Award Recipient, Woody Wilson. **MOTION BY TRUSTEE CRIST** "to approve Woody Wilson as the 2020 Crockett Award recipient. **"MOTION PASSED UNANIMOUSLY.**

#### *Consideration of the Distinguished Service Award Recipient*

Chairman Barnes led discussion on the proposed Distinguished Service Award recipients. Following discussion **MOTION BY TRUSTEE HOFFMAN** "to approve Evelyne Jones and Al Krieger as the 2020 Distinguished Service Award recipients. **"MOTION PASSED UNANIMOUSLY.** One will be shared at each of the two commencement ceremonies.

#### *Consideration of Wickwire House Future Use*

Chairman Barnes summarized why the agenda item regarding Wickwire house was carried over. As requested by the Board, Jason Valente provided comments for consideration on behalf of the Foundation Board. Discussion regarding the proposed solution of the Foundation taking over the property was had. **MOTION BY TRUSTEE MATHEIN** "to authorize the President to prepare documents to transfer the Wickwire property ownership to the Jackson College Foundation. **ROLL CALL VOTE. TRUSTEES LAKE, MATHEIN, HEINS, BARNES, CRIST, PATTERSON AND HOFFMAN VOTING AYE. MOTION PASSED UNANIMOUSLY.**

#### *Consideration of Millage for November 2020*

President Phelan provided an overview of a proposal to pursue a Headlee override on the November 2020 ballot. **MOTION BY TRUSTEE HOFFMAN** "to pursue a Headlee override on the November 2020 ballot." **ROLL CALL VOTE. TRUSTEES HOFFMAN, PATTERSON, CRIST, BARNES, HEINS, MATHEIN AND LAKE VOTING AYE. MOTION PASSED UNANIMOUSLY.**

#### *Consideration of Jackson College Foundation Board Member Appointments*

Following action taken by the Foundation Board at their February 27, 2020 Board Meeting, Jason Valente provided a summary of their recommendation to add Sara Main, Orlando Hampton and Dale Robert to the Foundation Board. **MOTION BY**

**TRUSTEE CRIST** “to add Sara Main, Orlando Hampton and Dale Robert to the Foundation Board. **“MOTION PASSED UNANIMOUSLY.**

*Consideration of Bond Authorizing Resolution*

President Phelan detailed that the College has the opportunity to capture a savings by refinancing CV3, while also borrowing to cover the storm water project and the Potter Center entrance renovation project. Enclosed is a Bond Authorizing Resolution for the refinancing of CV3, for the storm water project, and for the Potter center entrance project at a cost not to exceed \$2.12MM. **MOTION BY TRUSTEE LAKE** “To approve the bond authorizing resolution for the refinancing of CV3, the storm water project and for the potter center entrance project at a cost not to exceed \$2.12MM.” **ROLL CALL VOTE: TRUSTEES LAKE, MATHEIN, HEINS, BARNES, CRIST, PATTERSON AND HOFFMAN VOTING AYE. MOTION PASSED UNANIMOUSLY.**

**SELF-EVALUATION OF GOVERNANCE PROCESS & BOARD PERFORMANCE AT THIS MEETING**

This agenda item provided an opportunity for the Board to reflect on how well Policy Governance principles were incorporated into each meeting.

**ADJOURN**

**MOTION BY TRUSTEE HOFFMAN** “To adjourn.” **MOTION PASSED UNANIMOUSLY.** Meeting adjourned at 7:50PM.

The foregoing minutes of the regular meeting of the Board of Trustees held on Monday, March 9, 2020 were approved at the regular meeting of the Board held on May 11, 2020.



Secretary



Chairman