

REPORT OF MINUTES

BAY de NOC COMMUNITY COLLEGE BOARD OF TRUSTEES SPECIAL BOARD (RETREAT) MEETING

HUB Building, Room 874
Escanaba, MI 49829

May 13, 2024

- I. **Call to Order:** The meeting was called to order at 3:05 p.m. ET by Chair Eric Lundin.

- II. **Attendance:** Members present: Tom Butch, Wendy Middaugh, Terri Mileski, Joy Hopkins, Eric Lundin

Tom Butch attended by phone as a reasonable accommodation for a disability.

Members absent: Nick Chenier, Steve Davis

Administration: President Nerita Hughes, VP of Finance & Operations Lynn Martinson

Recorder: Wendy Middaugh, Board Treasurer

- III. **Agenda:** The agenda stood as presented.

- IV. **Citizen Introductions & Comments:** None

- V. **Declaration of Interest:** None

- VI. **Budget FY25:** Lynn Martinson reviewed the state appropriations budget proposals and shared budget outcomes based on variables in enrollment. Trustees requested comparative information from peer schools on financial ratios and fund balances for the past five years.

Discussion was held about the many aspects of the budget and plans for strategies to strengthen enrollment.

Lynn left the meeting.

- VII. **Iron Mountain Campus Millage:** The renewal election date for the Iron Mountain campus has not yet been set by the Dickinson County Board of Commissioners. The Board is encouraging the May 2025 election. It is on the agenda for the next Commission meeting.
- VIII. **Dr. Hughes' Performance Assessment Process/Timeline:** Dr. Hughes' first performance review will be delivered over the summer with a qualitative performance evaluation. An updated performance assessment tool will be sought for future evaluations.
- IX. **Other:**
- A. **Board Requests for Presentations & Training:** Trustees expressed interest in board presentations informing them of information helpful to share with the community. Suggestions included enrollment and completion data.
- Trustees also confirmed that it is unnecessary for the Vice Presidents to attend all board meetings and suggested quarterly attendance.
- B. **ACCT:** The Association of Community College Trustees Leadership Congress will be held October 22-26, in Seattle, WA. Dr. Hughes encouraged trustees to consider attending with her.
- X. **Adjournment:** It was moved by Tom Butch and seconded by Terri Mileski to:
- “Adjourn the meeting.”** No discussion. Motion carried unanimously. The meeting adjourned at 5:09 p.m. ET.

Wendy B. Middaugh
Board Treasurer

Completion
Date

Approval Date

Eric L. Lundin
Chair

Approval Date