

**REPORT OF MINUTES**

**BOARD OF TRUSTEES  
REGULAR MEETING**

**BAY de NOC COMMUNITY COLLEGE  
Board Room CB 201D  
Escanaba, MI**

**September 18, 2024**

- I CALL TO ORDER:** The meeting was called to order at 5:21 p.m. ET by Chair Eric Lundin.
- II ROLL CALL:** Roll call was taken by Laura Johnson, Assistant Board Secretary.
- Members present: Nick Chenier, Terri Mileski, Eric Lundin  
Tom Butch attended by phone as a reasonable accommodation for a disability.
- Members absent: Steve Davis, Joy Hopkins, Wendy Middaugh
- Administration: Travis Blume, Cindy Gallagher, Nerita Hughes, Lynn Martinson, Amy Reddinger
- Recorder: Laura Johnson, Assistant Board Secretary
- Faculty: Amber Kinonen
- III CITIZEN INTRODUCTIONS AND COMMENTS:** None
- IV APPROVAL OF AGENDA:** The agenda was approved by unanimous consent.
- V DECLARATION OF INTEREST:** None
- VI MINUTES:** The Meeting Minutes from the Regular Meeting on August 21, 2024, were approved by unanimous consent.
- VII PRESIDENT'S REPORT:** President Hughes reported:
- IM Millage Renewal:* Draft language for the Bay College Iron Mountain campus renewal millage proposal was reviewed with the Bay College Iron Mountain Advisory Board on September 17. Suggested revisions will be reviewed by attorneys for the College and the Dickinson County

Board of Commissioners. The language will be presented to the Board of Commissioners for approval by the end of 2024, so it is ready for the August 2025 election ballot and in place by 2026.

Promotion of the renewal operational millage proposal, which could also support an advanced manufacturing center, would begin in 2025. Key constituents in Dickinson County have expressed support for an advanced manufacturing center to address training needs and to house our welding lab.

***Strategic Plan:***

Lily Simmons of WZMQ19 covered the community reveal of the College’s strategic plan held virtually on September 16, with focus on the five strategic pillars.

***Capital Outlay:***

Next steps about the capital outlay award for a manufacturing and safety hub center at the Escanaba campus are being discussed with key legislators. The required list of priority projects for the capital outlay report due for FY26 is being reviewed by a team to ensure the projects are aligned with the College’s strategic priorities. The Board will receive more information on the project list after it is reviewed by the Senior Leadership Team.

***Fall Enrollment:***

Fall 2024 enrollment is up 11% in headcount and credit hours and up 9% in contact hours compared to budget. The College continues to prepare for growth.

**VIII BUSINESS OFFICE REPORTS:**

No reports due to the audit in process.

**IX BOARD ACTION:**

**A Transaction Report:**

No questions or comments on the Transaction Report ending August 31, 2024.

On a motion made by Terri Mileski and seconded by Nick Chenier:

**“The Financial Transactions for the month ending August 31, 2024, stand approved as presented to place on file.”** No discussion.

**Roll Call:**

**Ayes:** Tom Butch, Terri Mileski, Nick Chenier, Eric Lundin

**Nays:** None

**Abstentions:** None

Motion carried unanimously.

**B Best Practices for Education Omnibus Appropriations Act FY24:**

State law requires the Board to pass a resolution certifying that the College meets at least four out of five of the best practice standards under each of the three categories to receive state appropriations. The resolution and evidence supporting these standards were found in the Board Report.

It was moved by Terri Mileski and seconded by Nick Chenier to propose this resolution:

**“That the Bay de Noc Community College Board of Trustees certifies that the College meets the best practice standards required for state appropriations under Section 230 of Michigan Public Act 120 of 2024.”** No discussion. Motion carried unanimously.

Terri Mileski expressed thanks for a job well done to those who authored the report contents.

**C First Reading: BOT Policy 1016:**

New board policy 1016 Campus Posting was created to fill a void in policy and procedure around campus posting and posting management. It was presented for first reading approval.

It was moved by Nick Chenier and seconded by Terri Mileski to:

**“Approve first reading of Board of Trustees Policy 1016 Campus Posting as presented.”** No discussion. Motion carried unanimously.

**X UNFINISHED BUSINESS:**

None

**XI NEW BUSINESS:**

None

**XII MCCA UPDATE:**

Dr. Hughes will attend the MCCA Board of Directors meeting on September 20, at the West Shore Community College Education Center in Manistee, MI. Terri Mileski will attend the meeting remotely.

Dr. Hughes is attending the monthly meetings led by MiLEAP Executive Director Dr. Beverly Walker-Griffea, for Michigan community college presidents. The meetings provide a direct

connection with the State’s new education department and are very informative.

**XIII OTHER:**

None

**XIV ADJOURNMENT:**

It was moved by Nick Chenier and seconded by Terri Mileski to:

**“Adjourn the meeting.”** No discussion. Motion carried unanimously. The meeting adjourned at 5:32 p.m. ET.

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Laura L. Johnson Assistant Board Secretary	Completion Date	Approval Date
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Eric L. Lundin Chair		Approval Date
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