

APPROVED MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB

A regular meeting of the Board of Trustees of the Community College District of the County of Macomb was held Wednesday, September 18, 2024, at 7:30 p.m., in Lecture Hall B, University Center, Professional Development Center, Center Campus, 44575 Garfield, Clinton Township, Michigan.

1.0 CALL TO ORDER

The meeting was called to order by Chairperson Lorenzo at 7:35 p.m.

2.0 ROLL CALL

Present:

Katherine Lorenzo, Chairperson
Frank Cusumano, Vice Chairperson
Kristi Dean, Secretary
Roseanne DiMaria, Treasurer
Joan Flynn, Trustee
Shelley Vitale, Trustee
Vincent Viviano, Trustee

Absent:

Also present:

James Sawyer, President
Sharon Kowal, Executive Assistant to the President and Board of Trustees
Jeffrey Steele, General Counsel
Patsy Tannahill, Executive Assistant to the President and Board of Trustees

3.0 APPROVAL OF AGENDA

MOTION by DiMaria, supported by Flynn, to approve the agenda as presented.

ALL IN FAVOR:

AYES: DiMaria, Flynn, Cusumano, Dean, Viviano, Vitale, Lorenzo

NAYS:

ABSENT:

MOTION CARRIED.

4.0 APPROVAL OF MINUTES

4.1 Information Session Minutes, August 21, 2024

4.2 Closed Session Minutes, August 21, 2024

4.3 Regular Meeting Minutes, August 21, 2024

MOTION by Dean, supported by Cusumano, to approve the minutes of the August 21, 2024, information session, closed session and regular meeting, as read.

ALL IN FAVOR:

AYES: Dean, Cusumano, DiMaria, Flynn, Viviano, Vitale, Lorenzo

NAYS:

ABSENT:

MOTION CARRIED.

5.0 BOARD OF TRUSTEES REPORTS (verbal)

5.1 Board of Trustees Reports

None.

6.0 PRESIDENT'S REPORT (verbal)

President Sawyer thanked Sharon Kowal, Executive Administrative Assistant to the President and Board of Trustees, for her remarkable 32 years of service to the college. Throughout his entire presidency, Sharon served as his dedicated assistant, and for the past 9 years, she has supported the Board of Trustees. President Sawyer expressed his deep appreciation for her unwavering commitment and wished her all the best in her well-deserved retirement.

7.0 FINANCIAL REPORTS

7.1 Financial Statement – August 31, 2024

MOTION by DiMaria, supported by Flynn, to receive and file the financial statements for the two months ended August 31, 2024.

ALL IN FAVOR:

AYES: DiMaria, Flynn, Cusumano, Dean, Viviano, Vitale, Lorenzo

NAYS:

ABSENT:

MOTION CARRIED.

7.2 Investment Report – August 31, 2024

MOTION by DiMaria, supported by Dean, to receive and file the investment report of securities held as of August 31, 2024.

ALL IN FAVOR:

AYES: DiMaria, Dean, Flynn, Viviano, Vitale, Lorenzo

NAYS: Cusumano

ABSENT:

MOTION CARRIED.

8.0 AUDIENCE PARTICIPATION (verbal)

None.

9.0 PERSONNEL REPORTS

9.1 New Hires

9.1A. Deborah Cash-Zohoury, Assistant Director of Student Success and Engagement Services, NASF

MOTION by Dean, supported by DiMaria, that the Board of Trustees approve the personnel action for Deborah Cash-Zohoury, Assistant Director of Student Success and Engagement Services, NASF.

ROLL CALL VOTE:

AYES: Dean, DiMaria, Cusumano, Flynn, Viviano, Vitale, Lorenzo

NAYS:

ABSENT:

MOTION CARRIED.

- 9.1B. Harvey Fordyce, Welding Instructor – Special Projects, NASF
MOTION by Dean, supported by DiMaria, that the Board of Trustees approve the personnel action for Harvey Fordyce, Welding Instructor – Special Projects, NASF.
ROLL CALL VOTE:
AYES: Dean, DiMaria, Cusumano, Flynn, Viviano, Vitale, Lorenzo
NAYS:
ABSENT:
MOTION CARRIED.
- 9.1C. Kevin Ridge, Welding Instructor – Special Projects, NASF
MOTION by Dean, supported by Viviano, that the Board of Trustees approve the personnel action for Kevin Ridge, Welding Instructor – Special Projects, NASF.
ROLL CALL VOTE:
AYES: Dean, Viviano, DiMaria, Cusumano, Flynn, Vitale, Lorenzo
NAYS:
ABSENT:
MOTION CARRIED.
- 9.1D. Shawn Thomas, CNC Instructor – Special Projects, NASF
MOTION by Dean, supported by Vitale, that the Board of Trustees approve the personnel action for Shawn Thomas, CNC Instructor – Special Projects, NASF.
ROLL CALL VOTE:
AYES: Dean, Vitale, DiMaria, Cusumano, Flynn, Viviano, Lorenzo
NAYS:
ABSENT:
MOTION CARRIED.
- 9.1E. Martin Shafer, Instructor of Speech Communication, MCCFO
MOTION by Dean, supported by DiMaria, that the Board of Trustees approve the personnel action for Martin Shafer, Instructor of Speech Communication, MCCFO.
ROLL CALL VOTE:
AYES: Dean, DiMaria, Cusumano, Flynn, Viviano, Vitale, Lorenzo
NAYS:
ABSENT:
MOTION CARRIED.
- 9.1F. Kathleen Poindexter, Executive Director of Finance and Business, NBU.
MOTION by Dean, supported by DiMaria, that the Board of Trustees approve the personnel action for Kathleen Poindexter, Executive Director of Finance and Business, NBU.
DISCUSSION: Trustee Cusumano asked what this position does for oversight and administration of college and foundation investments? L. Argiri, executive vice president for business, stated K. Poindexter records all transactions and reconciliations to ensure the college is ladder the investments.
Trustee Cusumano asked what is the third-party advisor's role in the investments? L. Argiri stated the advisor provides recommendations based on safety and liquidity aspects.

Trustee Cusumano asked who makes the decision on instruments to purchase or invest? L. Argiri stated it is the college's decision.

Trustee Cusumano asked when the contract with the investment advisor lapses? L. Argiri stated there is one year left of the contract.

Trustee Cusumano stated the job description was not provided in the board packet and asked when it was provided by L. Argiri for review? L. Argiri stated the job description was provided to Human Resources and President Sawyer in May 2024. L. Argiri could not speak as to why the job description was not provided in the packet.

ROLL CALL VOTE:

AYES: Dean, DiMaria, Cusumano, Flynn, Viviano, Vitale, Lorenzo

NAYS:

ABSENT:

MOTION CARRIED.

9.2 Amendment to President Sawyer's Employment Contract

MOTION by DiMaria, supported by Viviano, that the Board of Trustees approve the amended employment contract for President Sawyer.

DISCUSSION: Trustee Cusumano stated elected officials should have formed a subcommittee to explore and evaluate President Sawyer's performance. Trustee Cusumano stated he has concerns with the current process which includes a self-evaluation completed by President Sawyer and the legal counsel available to the board of trustees directly reports to President Sawyer. Trustee Cusumano believes there could be a conflict of interest. Trustee Cusumano stated his vote is not a reflection on the performance of President Sawyer.

ROLL CALL VOTE:

AYES: DiMaria, Viviano, Flynn, Vitale, Lorenzo

NAYS: Cusumano

ABSENT:

PRESENT: Dean

MOTION CARRIED.

10.0 REPORTS OF ADMINISTRATION – INFORMATION ITEMS

10.1 Michigan Community College Risk Management Authority Additional Contribution

MOTION by Flynn, supported by DiMaria, to receive and file the information report.

ALL IN FAVOR:

AYES: Flynn, DiMaria, Cusumano, Dean, Viviano, Vitale, Lorenzo

NAYS:

ABSENT:

MOTION CARRIED.

11.0 REPORTS OF ADMINISTRATION – ACTION ITEMS

11.1 Donations – August 31, 2024

MOTION by DiMaria, supported by Flynn, to accept the donations as presented and acknowledged by the College, with thanks.

ALL IN FAVOR:

AYES: DiMaria, Flynn, Cusumano, Dean, Viviano, Vitale, Lorenzo

NAYS:

ABSENT:

MOTION CARRIED.

11.2 Change Orders (none)

11.3 Authorization for Purchases

11.3A Firewall Software License Renewal and Hardware Replacement

MOTION by Flynn, supported by DiMaria, that the Board of Trustees authorize the Administration to issue a contract, subject to the review and approval of General Counsel, to renew the College's PaloAlto firewall software for 36 months and replace existing hardware to AmeriNet of Michigan, Inc., from Ann Arbor, Michigan in an amount of \$725,992.

ROLL CALL VOTE:

AYES: Flynn, DiMaria, Cusumano, Dean, Viviano, Vitale, Lorenzo

NAYS:

ABSENT:

MOTION CARRIED.

11.3B. Advantage Design Group Platform for New Student Orientation – Funded by D3C3 Grant

MOTION by Cusumano, supported by DiMaria, that the Board of Trustees authorize the Administration to enter into a 1-year contract, upon the approval of General Counsel, with Advantage Design Group of Jacksonville, Florida to provide a new student orientation platform in an amount not to exceed \$89,525.50.

ROLL CALL VOTE:

AYES: Cusumano, DiMaria, Dean, Viviano, Vitale, Lorenzo

NAYS:

ABSENT:

PRESENT: Flynn

MOTION CARRIED.

11.4 Center Campus University Center 4 (UC4) Rooftop Unit Replacement and Heating, Ventilation, Air Conditioning Controls Upgrades

MOTION by DiMaria, supported by Vitale, that the Board of Trustees approve the proposed budget for the replacement of the Center Campus University Center 4 Rooftop Unit Replacement and HVAC Controls upgrades and the bids as presented, and authorize the award of contracts subject to the review and approval of General Counsel.

ROLL CALL VOTE:

AYES: DiMaria, Vitale, Cusumano, Dean, Flynn, Viviano, Lorenzo

NAYS:

ABSENT:

MOTION CARRIED.

11.5 Center Campus K Building Culinary Restaurant Renovation and Terrace Addition

MOTION by DiMaria, supported by Flynn, that the Board of Trustees approve the proposed budget for the Center Campus K Building Culinary Restaurant renovation and the Terrace addition, the bids as presented and authorize the award of contracts subject to the review and approval of General Counsel.

ROLL CALL VOTE:

AYES: DiMaria, Flynn, Cusumano, Dean, Viviano, Vitale, Lorenzo

NAYS:

ABSENT:

MOTION CARRIED.

11.6 Board Resolution – Local Strategic Value Best Practices

MOTION by DiMaria, supported by Vitale, that the Board of Trustees adopt the attached Resolution Regarding Best Practices.

ROLL CALL VOTE:

AYES: DiMaria, Vitale, Cusumano, Dean, Flynn, Viviano, Lorenzo

NAYS:

ABSENT:

MOTION CARRIED.

12.0 POLICY ACTIONS (none)

13.0 ADJOURNMENT

MOTION by DiMaria, supported by Flynn, to adjourn the meeting.

MOTION CARRIED.

The meeting adjourned at 8:13 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB BOARD OF TRUSTEES



Secretary *(Handwritten)*