Board of Trustees Meeting Agenda

APPROVAL OF AGENDA
Item II, Approval of Agenda
Presenter: Board Chair Petrongelli
Board Consideration: Action

Item III, Public Comment
Presenter: Board Chair Petrongelli
Board Consideration: Information

APPROVAL OF CONSENT ITEMS
Item IV, Approval of Consent Items
Presenter: Board Chair Petrongelli
Board Consideration: Action

UNFINISHED BUSINESS
Item V-A: Acceptance of Foundation Gifts & Pledges/Approval of Naming Opportunities
Presenter: Tom Olver
Board Consideration: Information/Action

NEW BUSINESS
Item VI-A: Correspondence and Announcements
Presenter: President Hood
Board Consideration: Information

Item VI-B: Board Meeting Schedule
Presenter: Board Chair Petrongelli/Pres. Hood
Board Consideration: Information

Item VI-C: Technology Purchase
Presenter: Kirk Lehr
Board Consideration: Information/Action

Item VI-D: Tuition Rates
Presenter: Lillian Frick
Board Consideration: Information

BOARD COMMENTS
Item VII-A: Calendar of Events
Presenter: Board Chair Petrongelli
Board Consideration: Information

Item VII-B: Board Comments- Other Business
Presenter: Board Chair Petrongelli
Board Consideration: Information
Approval of Agenda

Item II, Approval of Agenda

Presenter: Board Chair Petrongelli

Board Consideration: Action

President’s Recommendation:
Motion to approve the agenda as presented.

Approval of Agenda.
Approval of Agenda

Item III, Public Comment

Presenter: Board Chair Petrongelli

Board Consideration: Information

President’s Recommendation:
None, informational.

The Board will allow public comment at this time.
Approval of Consent Items

Item IV, Approval of Consent Items

Presenter: Board Chair Petrongelli  
Board Consideration: Action

President’s Recommendation:
Motion to approve the consent items as presented.

A. Minutes- February 2, 2021 Regular Meeting
B. Monthly Financial Report:
   4. Gifts and Donations: Donations totaling $9,009 were received for the Mid Foundation in January 2021.
Mid Michigan College Board of Trustees Regular Meeting

February 2, 2021 – page 1
The meeting took place in the Esther C. Conference Room, Harrison Campus and via Zoom Video Conference Technology.

Present: Terry Petrongelli, Board Chair (attending remotely); Betty M. Mussell (attending remotely), Vice Chair; Richard S. Allen Jr., Secretary; Thomas W. Metzger (attending remotely), Treasurer; Carolyn C. Bay (attending remotely), Trustee; Eric T. Kreckman (attending remotely), Trustee, George Gilmore (attending remotely), Trustee

Absent: All Trustees were present.

Agenda Item I: CALL TO ORDER

Board Chair Terry Petrongelli called the meeting to order at 7:01 PM.

Agenda Item II: APPROVAL OF AGENDA

Motion by Trustee Bay to approve the agenda. Second by Trustee Mussell.

Trustee Kreckman wished to add an agenda item under New Business regarding Thrun Law Firm. All Ayes; Motion Carried.

Agenda Item III: PUBLIC COMMENT

Board Chair Petrongelli asked for public comment, no one wished to comment.

Agenda Item IV: APPROVAL OF CONSENT ITEMS

Motion by Trustee Kreckman to approve the consent items as presented. Second by Trustee Allen. All Ayes; Motion Carried.

Agenda Item V-A: WINTER ENROLLMENT REPORT

Vice President of Student Services Matt Miller presented the final winter enrollment report.

Agenda Item VI-A: CORRESPONDENCE AND ANNOUNCEMENTS

President Hood presented the Board with information about collaborative partnerships that Mid is working on with other area colleges. He also spoke about strengthening existing technology and programs that Mid already has in order to help our retention and completion numbers. The strategic planning process will be an integral part of the next six months for Mid and feedback will be sought from a multitude of internal and external stakeholders on better Mid in the coming years.
President Hood gave an update on the 2021 commencement ceremony. He stated that Mid will be looking to host a virtual commencement ceremony followed by a drive by photo opportunity for students.

An update was given on the Mid/Ellucian co-sourcing partnership. So far, the feedback that President Hood has heard is positive and Ellucian is taking care of all concerns.

President Hood and Board Chair Petrongelli attended the MCCA Board of Directors meeting last week. He provided several updates from that meeting to the Board of Trustees.

**Agenda Item VI-B: ACADEMIC CALENDAR**

Motion by Trustee Mussell to approve the Academic Calendar as presented. Second by Trustee Kreckman.

Vice President of Student Services Matt Miller presented the Academic Calendar to the Board. A voice vote showed All Ayes from the Trustees; Motion Carried.

**Agenda Item VI-C: ROAD MAINTENANCE CORRESPONDENCE**

Vice President of Finance and Facilities Lillian Frick presented the Board with correspondence from the Clare County Road Commission regarding tree removal on Monroe Road.

Motion by Trustee Kreckman to sign the document to not save the wood. Second by Trustee Mussell. A voice vote showed All Ayes from the Trustees; Motion Carried.

**Agenda Item VI-D: PRINTER/COPIER MANAGEMENT SERVICE RENEWAL**

Motion by Trustee Bay to approve a contract with Michigan Office Solutions for copier/printer equipment and services for a 5 year period based on the all-inclusive proposal presented. Second by Trustee Mussell.

Director of Information Technology Kirk Lehr presented bid information and recommended Michigan Office Solutions based on several factors. A voice vote showed All Ayes from the Trustees; Motion Carried.

**Agenda Item VI-E: MCCA BOARD OF DIRECTORS DESIGNATION**

President Hood discussed the fact that most Trustee designees that currently attend the MCCA meetings are the Board Chairs and since Trustee Petrongelli is our current Board Chair and was previously serving as the alternate for this role, it would be a natural progression for her to step in at the designee.
Motion by Trustee Kreckman to select Board Chair Petrongelli as the MCCA Board of Directors Trustee Designee and Trustee Mussell as the Alternate. Second by Trustee Gilmore.

A vote vote showed All Ayes from the Trustees; Motion Carried.

**Agenda Item VI-F: ADMINISTRATIVE RETIREMENT INCENTIVE**

Motion by Trustee Gilmore to approve the Administrative Retirement Incentive for Chris Kliewoneit per Board Policy 407.08 as presented. Second by Trustee Kreckman.

Associate Vice President of Human Resources Lori Fassett presented the Board with supporting documents regarding the administrative retirement incentive. President Hood gave his formal support of the incentive for Mr. Kliewoneit and thanked him for his years of service to Mid. A voice vote showed All Ayes from the Trustees; Motion Carried.

**Agenda Item VI-G: THRUN LAW FIRM**

Trustee Kreckman wanted to remind the Trustees that they have planning binders that they need to return. He suggested that the Board give approval before Ray Davis is consulted in the future. No action was taken in regards to Trustee Kreckman’s suggestion.

**Agenda Item VII-A: CALENDAR OF EVENTS**

March 2 Board of Trustees Meeting, Esther C. Conference Room- Harrison Campus & Zoom

**Agenda Item VII-B: OTHER BUSINESS**

Trustee Kreckman encouraged everyone to get their COVID vaccinations.

Board Chair Petrongelli stated that tentatively a board workshop will be held on April 14th from 1-3 PM, with a backup date for April 21st from 1-3 PM, in the Esther C. Conference Room of the Harrison Campus.

Motion by Trustee Kreckman to adjourn the meeting. Second by Trustee Bay. All Ayes; Motion Carried.

Meeting adjourned at 8:14 PM
Recording Secretary,
Amy Lince
Executive Assistant to the President and Board of Trustees

Terry Petrongelli, Board Chair
Richard S. Allen, Jr., Board Secretary
GENERAL FUND REVENUE:

- As of January 31, 2021, 2020-21 revised tuition and fee revenue budget was based on a 13.7% enrollment decrease from 2019-20 levels. Fall tuition and fees revenue represents 37% of the total 2020-21 revised budgeted tuition and fees revenue. The 2021 Winter term registration began on October 14 and accounts for the balance of the tuition and fees revenue to date. As of January 31, 2021, Winter 2021 enrollment reflected a 16.1% decrease from prior year levels.
- State appropriations revenue for 2020-21 decreased 0.3% from the original 2019-20 levels and was booked in October at $5,309,200. Additional state appropriations of $1,449,035 were allocated to Mid for the UAAL funding.
- Property tax revenue of $2,544,263 was levied and booked as revenue in December 2020.

GENERAL FUND EXPENSES:

- Departmental expenses are in line with approximately 58% of the annual budget, with the exception of:
  - Information Technology expended 63% due to the new Ellucian consultation contract.

GENERAL FUND REVENUE OVER EXPENSES:

- The total increase in net assets as of January 31, 2021 is $9.5 million. This includes $4.9 million in tuition for the 2021 Winter term that began on January 11, 2021. This excess will fund the operations for the balance of the 2020-21 fiscal year.

BALANCE SHEET:

- The cash balance increased $510,051 from December 31, 2020 due to receipt of student payments, property tax payments, and sponsorship payments.
- The State appropriations receivable of $4,300,715 represents the remaining 7 monthly payments of 2020-21 general and UAAL state appropriations.
- Student receivables decreased $319,361 due to payments and financial aid applied to student accounts for the Winter 2021 term.
- The prepaid expense balance of $193,347 represents a few multi-year prepaid items, and other prepaid 2010-21 expenses.
- The balance due to other funds of $7.6 million can be broken down as follows:
  - $837,000 due to the designated student activities fund
  - $2.5 million due to the auxiliary services for sales
- $57,000 due to the scholarship and grant fund
- $311,000 due from the restricted grant fund
- $4.6 million due to building and site for current and future college needs
- $61,000 due from the Foundation

The $2 million in accrued payroll and other compensation includes expenses incurred but not paid as follows:
- Accrued salary and wages of $493,000
- FICA, Federal and State withholding of $121,000
- MPSERS/ORP/UAAL payable of $339,000
- Employee health and dental insurances payable of $425,000
- Deferred faculty pay of $605,000
- Unemployment and workers' compensation insurances payable of $10,000
- Miscellaneous payroll deductions

A significant portion of the preliminary Unreserved Net Assets of $4.2 million represents funds set aside by the Board of Trustees to fund current and future college expansion needs.

AUXILIARY FUNDS:
- Total revenue is at 93% of the revised annual budget.
- In-person auxiliary services, including both bookstores and the Harrison Laker Café closed March 11, 2020 due to restricted building access in response to the Corona Virus (COVID-19) Stay-at-Home order. On-campus operations have now resumed with limited hours and services.
- Total expenses, at 93% of the revised annual budget, represent operational costs for the months of July through January and corresponds with sales volume.
- The excess revenue over expense to date is $35,622, and will be used to fund bookstore operations for the balance of the 2020-21 year.
# MID MICHIGAN COLLEGE
## BALANCE SHEET
### January 31, 2021

### Assets

**Current Assets:**
- Cash and cash equivalents: $14,163,679
- Short-term investments: $642,703
- Property taxes receivable: $1,899,342
- State appropriations receivable: $4,300,715
- Student receivables: $5,531,761
- Other receivables: $63,972
- Prepaid expenses and other assets: $193,347
- Due from (due to) other funds: $(7,616,484)

**Total current assets:** $19,179,034

- Long-term investments: $-

**Total assets:** $19,179,034

### Liabilities and Net Assets

**Liabilities:**
- Accounts payable: $95,176
- Accrued payroll and other compensation: $2,014,923

**Total liabilities:** $2,110,099

**Net assets:**
- Reserved for:
  - Technology: $884,632
  - Program development: $1,198,311
  - Retirement incentives: $200,000
  - Self-funded healthcare reserve: $1,057,255
  - Unreserved: $4,215,598
  - Current year excess revenue over/(under) expenditures: $9,513,139

**Total net assets:** $17,068,935

**Total liabilities and net assets:** $19,179,034
MID MICHIGAN COLLEGE
STATEMENT OF REVENUES, EXPENSES
For the seven months ended January 31, 2021

<table>
<thead>
<tr>
<th>OPERATING REVENUES:</th>
<th>Current Fiscal Year</th>
<th>% of</th>
<th>Prior Fiscal Year</th>
<th>% of</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Amount</td>
<td>Budget</td>
<td>Amount</td>
<td>Budget</td>
</tr>
<tr>
<td>Tuition and fees</td>
<td>$ 13,345,459</td>
<td>91%</td>
<td>$ 15,816,377</td>
<td>97%</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>$ 162,139</td>
<td>194%</td>
<td>$ 53,808</td>
<td>32%</td>
</tr>
<tr>
<td>Total operating revenues</td>
<td>$ 13,507,598</td>
<td>91%</td>
<td>$ 15,870,185</td>
<td>97%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EXPENSES:</th>
<th>Current Fiscal Year</th>
<th>% of</th>
<th>Prior Fiscal Year</th>
<th>% of</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating expenses:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instruction</td>
<td>$ 6,220,523</td>
<td>60%</td>
<td>$ 5,903,928</td>
<td>60%</td>
</tr>
<tr>
<td>Information technology</td>
<td>$ 921,140</td>
<td>63%</td>
<td>$ 995,019</td>
<td>55%</td>
</tr>
<tr>
<td>Public service</td>
<td>$ 337,598</td>
<td>55%</td>
<td>$ 442,234</td>
<td>51%</td>
</tr>
<tr>
<td>Instructional support</td>
<td>$ 972,303</td>
<td>57%</td>
<td>$ 1,220,079</td>
<td>52%</td>
</tr>
<tr>
<td>Student services</td>
<td>$ 1,589,358</td>
<td>56%</td>
<td>$ 1,680,779</td>
<td>51%</td>
</tr>
<tr>
<td>Institutional administration</td>
<td>$ 2,224,072</td>
<td>55%</td>
<td>$ 2,530,861</td>
<td>54%</td>
</tr>
<tr>
<td>Operation and maintenance of plant</td>
<td>$ 1,278,381</td>
<td>56%</td>
<td>$ 1,403,613</td>
<td>50%</td>
</tr>
<tr>
<td>Total operating expenses</td>
<td>$ 13,543,374</td>
<td>58%</td>
<td>$ 14,176,513</td>
<td>55%</td>
</tr>
<tr>
<td>Operating income/(loss)</td>
<td>$ (35,777)</td>
<td></td>
<td>$ 1,693,672</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NON-OPERATING REVENUES:</th>
<th>Current Fiscal Year</th>
<th>% of</th>
<th>Prior Fiscal Year</th>
<th>% of</th>
</tr>
</thead>
<tbody>
<tr>
<td>State appropriations</td>
<td>$ 5,470,691</td>
<td>109%</td>
<td>$ 5,469,935</td>
<td>104%</td>
</tr>
<tr>
<td>UAAL</td>
<td>$ 1,449,036</td>
<td>109%</td>
<td>$ 1,328,888</td>
<td>95%</td>
</tr>
<tr>
<td>Property tax levy</td>
<td>$ 2,547,826</td>
<td>109%</td>
<td>$ 2,462,446</td>
<td>100%</td>
</tr>
<tr>
<td>Investment income</td>
<td>$ 14,362</td>
<td>15%</td>
<td>$ 112,918</td>
<td>226%</td>
</tr>
<tr>
<td>Unrealized gain (loss) on investments</td>
<td>$(460)</td>
<td></td>
<td>$ 5,301</td>
<td></td>
</tr>
<tr>
<td>Gifts</td>
<td>$ -</td>
<td>-</td>
<td>$ -</td>
<td>-</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>$ 76,405</td>
<td></td>
<td>$ 56,164</td>
<td></td>
</tr>
<tr>
<td>Total Non-operating revenues</td>
<td>$ 9,557,860</td>
<td>108%</td>
<td>$ 9,435,652</td>
<td>125%</td>
</tr>
<tr>
<td>Revenues over/(under) expenses</td>
<td>$ 9,522,083</td>
<td></td>
<td>$ 11,129,325</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Inter Funds Transfers</th>
<th>Current Fiscal Year</th>
<th>% of</th>
<th>Prior Fiscal Year</th>
<th>% of</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planned Savings (Building &amp; Site)</td>
<td>$ -</td>
<td>0%</td>
<td>$ -</td>
<td>0%</td>
</tr>
<tr>
<td>Bond Debt Service (Building &amp; Site)</td>
<td>$ 72,801</td>
<td>20%</td>
<td>$ 11,455</td>
<td>2%</td>
</tr>
<tr>
<td>Restricted Grant Match</td>
<td>$ 3,643</td>
<td>2%</td>
<td>$ -</td>
<td>0%</td>
</tr>
<tr>
<td>Foundation Transfer</td>
<td>$(67,500)</td>
<td>100%</td>
<td>$ -</td>
<td>0%</td>
</tr>
<tr>
<td>Total Transfer to Building &amp; Site</td>
<td>$ 8,944</td>
<td></td>
<td>$ 11,455</td>
<td></td>
</tr>
</tbody>
</table>

| Net increase (decrease) in Net Assets | $ 9,513,139 | | $ 11,117,870 | |
MID MICHIGAN COLLEGE
STATEMENT OF REVENUES, EXPENSES
For the seven months ended January 31, 2021
AUXILIARY FUND

<table>
<thead>
<tr>
<th></th>
<th>Current Fiscal Year</th>
<th>Prior Fiscal Year</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUE:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bookstore</td>
<td>$898,559</td>
<td>$1,151,997</td>
<td>96% 84%</td>
</tr>
<tr>
<td>Espresso Bar*</td>
<td>$12,909</td>
<td>$1,638</td>
<td>30% 2%</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>$911,468</td>
<td>$1,153,635</td>
<td>93% 80%</td>
</tr>
<tr>
<td><strong>EXPENSES:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bookstore</td>
<td>$785,881</td>
<td>$910,014</td>
<td>99% 76%</td>
</tr>
<tr>
<td>Espresso Bar*</td>
<td>$13,940</td>
<td>$2,801</td>
<td>39% 5%</td>
</tr>
<tr>
<td>Auxiliary Services</td>
<td>$76,024</td>
<td>$78,488</td>
<td>65% 66%</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>$875,845</td>
<td>$991,303</td>
<td>93% 72%</td>
</tr>
<tr>
<td><strong>EXCESS REVENUE OVER EXPENSES</strong></td>
<td>$35,622</td>
<td>$162,332</td>
<td>4% 14%</td>
</tr>
</tbody>
</table>

*Both Harrison Laker Cafe and Mt. Pleasant (included in bookstore operations) café locations closed beginning March 11, 2020 due to stay-at-home order, and reopened with limited hours at the beginning of Fall term.
Mid Michigan College
Contributions
January 2021

Monthly Contributions

<table>
<thead>
<tr>
<th></th>
<th>Curr YR</th>
<th>Prior YR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rich Smith Memorial Student Emergency Fund</td>
<td>$43,500</td>
<td></td>
</tr>
<tr>
<td>Gerstacker Fund</td>
<td>$30,000</td>
<td></td>
</tr>
<tr>
<td>General Fund (Unrestricted)</td>
<td>$24,497</td>
<td></td>
</tr>
<tr>
<td>Lakers Academic Fund</td>
<td>$14,865</td>
<td></td>
</tr>
<tr>
<td>Student Emergency Fund</td>
<td>$8,230</td>
<td></td>
</tr>
<tr>
<td>Harris Allied Health Scholarship</td>
<td>$7,500</td>
<td></td>
</tr>
<tr>
<td>Hoyle Family Scholarship</td>
<td>$7,500</td>
<td></td>
</tr>
<tr>
<td>Kathleen Kehoe Memorial Scholarship</td>
<td>$7,000</td>
<td></td>
</tr>
<tr>
<td>Lakers Athletic and other Athletic Funds</td>
<td>$6,068</td>
<td></td>
</tr>
<tr>
<td>Lakers Leadership Fund</td>
<td>$4,849</td>
<td></td>
</tr>
<tr>
<td>Bicknel Scholarship</td>
<td>$4,450</td>
<td></td>
</tr>
<tr>
<td>Other Funds</td>
<td>$7,870</td>
<td></td>
</tr>
</tbody>
</table>

YTD Contributions

<table>
<thead>
<tr>
<th></th>
<th>Curr YR</th>
<th>Prior YR</th>
</tr>
</thead>
<tbody>
<tr>
<td>YTD Contributions</td>
<td>$166,329</td>
<td>$199,094</td>
</tr>
</tbody>
</table>

YTD Top Contribution Totals in 2021:
TO:   Board of Trustees
FROM:  Lori Fassett, Associate VP of Human Resources
SUBJECT:  Staffing Update, March 2, 2021 Board Meeting
DATE:   February 15, 2021

FULL-TIME NEW HIRES:
  n/a

NEW PART-TIME AND STUDENT EMPLOYEES:

  Kevin Odell – Library & Learning Services Tutor (EDUStaff)       Effective: 01/18/2021
  Bailey Beemer – Work Study Internship External Site              Effective: 01/22/2021
  Tim Heinig – Part-time Automotive Lab Tech (EDUStaff)            Effective: 02/02/2021
  Amanda Ingalls – Part-time Custodian (EDUStaff)                  Effective: 02/09/2021
  Allison Adams – SI Leader (student worker)                      Effective: 02/05/2021
  Vincent Aldrich – Tutor Computer Aided Drafting (student worker) Effective: 02/01/2021
  Victoria Centeno – SI Leader (student worker)                   Effective: 02/01/2021
  Elissandra Miller – Tutor Arts (student worker)                 Effective: 02/09/2021
  Rachel Morey – Federal off-site work study internship           Effective: 01/27/2021
  Krystal Steele – Tutor (student worker)                          Effective: 02/09/2021
  Stephanie Tulgetske – SI Leader (student worker)                Effective: 02/08/2021

INTERNAL TRANSFERS:

  N/A
SEPARATIONS:

Brandon Lamb – part-time custodian (EDUStaff)  Effective: 01/14/2021
Jordyn Briggs – Student Worker Procurement  Effective: 01/09/2021
Raven Burrous – Student Worker Tutor Early Childhood  Effective: 11/07/2020
Chris Campau – Work Study Facilities  Effective: 12/18/2020
Hannah Clark – Student Worker Career Center  Effective: 11/07/2020
Brian Darga – Work Study Facilities  Effective: 12/18/2020
David Daymon – Assistant Coach Baseball  Effective: 05/01/2020
Ginger Gulick – IT Systems Advisor  Effective: 02/12/2021
Chris Kiewoneit – IT Systems Manager  Effective: 02/17/2021
Matt Rice – Web Technologies Programmer  Effective: 02/17/2021
Robert Tefft – Systems Integration Programmer  Effective: 02/17/2021

VACANCIES:

Adjunct Biology – MOISD Big Rapids (part-time)  Posted
Adjunct Music - MOISD Big Rapids (part-time)  Posted
Adjunct Religion – MOISD Big Rapids (part-time)  Posted
Adjunct Welding – Clinton County RESA/Ovid-Elsie (part-time)  Posted
Automotive Lab Technician (part-time)  Posted
Custodian – HA & MP (part-time)  Posted
Director of Title III Grant (full-time)  Offer Extended
HRA Lab Technician (part-time)  
Head Coach – Softball (part-time)  
Phlebotomy Instructor (part-time)  
Welding Lectureship – Clinton County RESA Ovid-Elsie HS (part-time)
Unfinished Business

Item V-A: Acceptance of Foundation Gifts & Pledges/Approval of Naming Opportunities

Presenter: Tom Olver

Board Consideration: Information/Action

President's Recommendation:
Motion to accept the gift from the Foundation and allow the naming opportunity as presented.

Associate Vice President of the Mid Foundation Tom Olver will be presenting a naming opportunity for Classroom 246 (Harrison Campus). Warner Petroleum made a gift of $5,000 in honor of William and Coloma Warner, founders of Warner Petroleum.
New Business

Item VI-A: Correspondence and Announcements

Presenter: President Hood                   Board Consideration: Information

President’s Recommendation:
None, informational.

Announcements may be made at this time.
New Business

Item VI-B: Board Meeting Schedule

Presenter: Board Chair Petrongelli/President Hood  Board Consideration: Information

President's Recommendation:
None, informational.

Board Chair Petrongelli and President Hood will be presenting the Trustees with information regarding the Board meeting schedule for 2021-2022.
New Business

Item VI-C: Technology Purchase

Presenter: Kirk Lehr  
Board Consideration: Information/Action

President’s Recommendation:
Motion to approve a technology purchase up to $134,500 utilizing money from the Institutional Technology Fund and CARES Act money to purchase new laptops and desktop computers.

Director of Information Technology will present a request to purchase new laptops and desktop computers utilizing money from the Institutional Technology Fund and CARES Act money. A request for proposal was sent out and ten responses from vendors were received. A summary of bids is attached.
| Vendor                          | Lotus USA Inc | Trafera LLC | Southern Computer Warehouse | Staples | Mailor Company | Sehi | HyperTecUSA | Tilesin Style DBA Supplies | Raion Development Group | Net Solutions |
|--------------------------------|---------------|-------------|----------------------------|---------|----------------|------|-------------|---------------------------|--------------------------|----------------|--------------------------|
| HP EliteBook 840 Folio Notebook | $1,515.60     | $917.99     | $1,010.95                  | $949.45 | $1,850.00      | $928.00 | $1,296.00  | $1,450.00                 | $1,420.00               | $1,995.95     |
| 16GB of Ram upgrade            | $132.99       | 128.83      | $68.00                     |         |                |      |             |                           | $173.00                 | $242.00       |
| HP USB-C Dock G5               | $306.24       | $128.99     | $131.58                    | $268.00 | $125.00        | $125.17 | $218.40    | $180.00                   | $250.95               |
| Probook 440 Notebook           | $1,000.33     | $717.99     | $785.08                    | $642.19 | $1,099.00      | $673.00 | $847.36    | $957.60                   | $870.00                 | $1,250.95     |
| HP Z2 Small Form factor G5 Workstation | $1,533.65  | $984.99     | $881.20                    | $1,199.00 | $915.00        | $1,167.69 | $1,416.80 | $1,412.00                 | $1,395.95               |
| HP EliteDesk 800 G6 Desktop Mini PC | $1,238.96  | $684.99     | $715.29                    | $615.96 | $987.00        | $646.00 | $648.51    | $1,030.40                 | $790.00                 | $1,095.95     |
| HP Small Form Factor 800 G6 Desktop PC | $1,831.05 | $699.99     | $725.81                    | $633.94 | $998.00        | $660.00 | $654.39    | $1,176.00                 | $170.00                 | $1,050.95     |
New Business

Item VI-D: Tuition Rates

Presenter: Lillian Frick

Board Consideration: Information

President’s Recommendation:
None, informational.

Vice President of Finance and Facilities Lillian Frick will be presenting tuition rate options for the Board to consider and will be asking for a final decision at the April Board meeting.
### Mid Michigan College

**General Fund Budget**

**Fiscal Year Ending 6/30/22**

<table>
<thead>
<tr>
<th>Projected Enrollment Increase</th>
<th>Proposed 2021-22</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1.0%</td>
</tr>
<tr>
<td><strong>Projected Tuition Rate Increase</strong></td>
<td>0%</td>
</tr>
<tr>
<td>ID</td>
<td>$132</td>
</tr>
<tr>
<td>DE</td>
<td>$132</td>
</tr>
<tr>
<td>OD</td>
<td>$220</td>
</tr>
<tr>
<td>Intl</td>
<td>$381</td>
</tr>
</tbody>
</table>

### Operating Revenue

<table>
<thead>
<tr>
<th></th>
<th>$15,515,270</th>
<th>$15,711,170</th>
<th>$15,776,255</th>
<th>$15,874,260</th>
<th>$15,972,655</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue from tuition rate increase</td>
<td>$195,900</td>
<td>$260,985</td>
<td>$358,990</td>
<td>$457,385</td>
<td></td>
</tr>
</tbody>
</table>

### Non-Operating Revenue

|                         | $9,485,496 | $9,485,496 | $9,485,496 | $9,485,496 |

### Total Revenue

|                         | $25,000,766 | $25,196,666 | $25,261,751 | $25,359,756 | $25,458,151 |

### Total Operating Expenses

|                         | $24,559,443 | $24,559,443 | $24,559,443 | $24,559,443 |

### Net Revenue over Operating Expenses

|                         | $441,323 | $637,223 | $702,308 | $800,313 | $898,708 |

### Subtotal Contingencies & Additional Exp

|                         | $519,700 | $519,700 | $519,700 | $519,700 |

### Net Revenue over Expenses-Before Transfers

|                         | $(78,377) | $117,523 | $182,608 | $280,613 | $379,008 |

### TRANSFERS TO/(FROM) OTHER FUNDS:

|                         | $457,350 | $457,350 | $457,350 | $457,350 |
| Building & Site - Bond Debt Service |
| Building & Site - Planned Savings3% | $700,000 | $700,000 | $700,000 | $700,000 |
| Transfer from Mid Foundation | $(67,000) | $(67,000) | $(67,000) | $(67,000) |
| Restricted Grant Match | $300,000 | $300,000 | $300,000 | $300,000 |

Total transfers to/(from) other funds | $1,390,350 | $1,390,350 | $1,390,350 | $1,390,350 |

**NET REVENUE OVER/(UNDER) EXPENSES** | $(1,468,727) | $(1,272,827) | $(1,207,742) | $(1,109,737) | $(1,011,342) |
Board Comments

Item VII-A: Calendar of Events

Presenter: Board Chair Petrongelli  

Board Consideration: Information

President’s Recommendation:
None, informational.

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Apr 6</td>
<td>Board of Trustees Meeting, Esther C. Conference Room, Harrison Campus</td>
</tr>
<tr>
<td>Apr 14</td>
<td>Board of Trustees Workshop, Ester C. Conference Room, Harrison Campus</td>
</tr>
<tr>
<td>May 4</td>
<td>Board of Trustees Meeting, Esther C. Conference Room, Harrison Campus</td>
</tr>
<tr>
<td>June 1</td>
<td>Board of Trustees Meeting, Esther C. Conference Room, Harrison Campus</td>
</tr>
</tbody>
</table>
Board Comments

Item VII-B: Board Comments- Other Business

Presenter: Board Chair Petrongelli  

Board Consideration: Information

President’s Recommendation:
None, informational.

1. Any comments may be offered by Trustees at this time.