

MINUTES OF THE STUDY MEETING
OF THE BOARD OF TRUSTEES
OF THE MONROE COUNTY COMMUNITY COLLEGE DISTRICT

Via Microsoft Teams
and of Trustees Room, Z-203
La-Z-Boy Center, Board
6:00 p.m., June 1, 2020

Present: Florence M. Buchanan, Lynette M. Dowler, Steve Hill, Krista K. Lambrix, Aaron N. Mason, and Mary Kay Thayer

Excused: William T. Bruck

Also Present: Valerie Culler, Kelly Heinzerling, Rick Hubbert, Barry Kinsey, Brian Lay, Kojo, Laura Manley, Quartey, Jim Ross, Lisa Schendel, Linda Torbet, Suzanne Wetzel, Quri Wygonik, Grace Yackee, and Penny Dorsey (recording secretary)

1. Chair Dowler called the meeting to order at 6:00 p.m.

Role call attendance was taken as follows:

Ms. Thayer, Mr. Mason, Ms. Buchanan, Ms. Lambrix, Mr. Hill, and Ms. Dowler

The purpose of this study meeting is for select update presentations from the President and Vice Presidents including discussion on the 20/21 budget. The regular agenda is suspended for this meeting, and no votes will be taken nor will any business be transacted. All matters requiring a vote or any other action will be taken up at the next regularly scheduled meeting.

1. There were no delegations present.
2. Suzanne Wetzel, Vice President of Administration/Treasurer, led a discussion on the preliminary 20/21 proposed Budget. She also announced that AJ Fischer, Director of Financial Services, was in attendance via Microsoft Teams. The Board received a .PDF copy of tonight's PowerPoint Presentation via email earlier today.
3. Ms. Wetzel gave the Board a quick review of the budget's 12 major fund categories: the ***General Fund**; the Retirement Designated Fund; the ***Designated Fund (Technology Fund)**; the ***Auxiliary Activities Fund**; the Restricted Fund; the Student Loan Fund; the Endowment Fund; the **Unexpended Plant Fund**; the **DTMB Project Fund**; the **Maintenance and Replacement Fund**; the **Millage Maintenance & Replacement Fund**; and the Physical Properties Fund. Tonight's presentation focuses on the **starred (*)**, **bold typed** funds listed above.
4. Ms. Wetzel reminded the Board of the definitions of the funds for tonight's discussion. The General Fund is where the College lives from day to day. This fund is used to record and report transactions related to academic and instructional programs and their administration. The Designated Fund (Technology Fund) pays for the cost of campus technology and software and is used to record and report the cost of these items. The Auxiliary Activity Fund is used to account for transactions of those activities that deliver products or perform services to students, the community, the staff or those that support educational programs, such as the bookstore, food service, childcare, and campus/community events. The Unexpended Plant Fund is used to account for the construction of new facilities. DTMB Project Fund is used to account for the revenue and expenses associated with the renovation and addition to the East and West Technology Buildings such as Founders Hall. The Maintenance and Replacement Fund (80 Fund) which where the College pays for major repairs and maintenance of College facilities that tare not funded through the millage. Finally, the Board will hear about the Millage Maintenance and Replacement Fund (81 Fund), which is used to account for the maintenance and renovation projects funded through the 5-Year Maintenance and Improvement Millage.
5. **General Fund Revenues**
Ms. Wetzel gave an overview of the General Fund Revenues for which there are four sources: tuition and fees, property taxes, state appropriations, and other. Tuition and fees typically comprise 29-30 percent of the College's General Fund Revenues. Property taxes comprise about 50 percent of those revenues. The College has had two tax tribunal

decisions and it has one that is still pending. Two have to do with DTE and one has to do with Republic Services in Erie Township. State Appropriations comprise about 19 percent of those revenues. The state is estimating about a 2.5 billion shortfall in funding this year. In the last couple of years, colleges have seen some growth in that area because interest has been up; however, it is projected to go down for this year. General Fund Revenues are very difficult to estimate as all of its sources are dramatically changing from day to day.

Ms. Wetzel pointed out the first column (FY 2020 Budget) on the Tuition and Fees slide. The Administration has budgeted \$7.2 million for credit tuition, assuming a 4 percent decrease in billable contact hours. When the budget team did that, even though the Board voted to increase tuition and fee rates by 2 percent, the results are still about \$1 million unfavorable move for credit tuition revenue. When working on non-credit revenue, Mr. Fischer and Ms. Wetzel believed non-credit revenue might increase a slightly this year and bring in about \$325,000 for Lifelong Learning and contract education. Unfortunately, they need to reevaluate this scenario due to the limited class offerings in the fall. That brings the total tuition to \$5.8 million as opposed to \$6.8 million last year.

Ms. Wetzel and Mr. Fischer work closely with Dr. Grace Yackee, Vice President of Instruction, on credit fees, which tie directly to courses and to instructional materials. Because of this, there is a decrease in this area, which also tie to how many courses an instructor is teaching. The budget team has held non-credit fees flat at this point; however, they need to reevaluate them because if the College is be offering less classes, they will need to reduce those credit fees for their calculations. This brings total tuition and fee to a little over \$6.7 million as opposed to \$7.9 million. That is a 1.2 million difference in tuition and fee revenue.

Ms. Wetzel presented the Board with the following scenario. If they budget up or down 1 percent one way or another, the tuition would generate about \$68,000. There are some college administrators in the state who believe enrollment will be down 10-15 percent, while there are others who believe students will stay home and attend local community colleges rather than going away to the bigger universities, so revenues should go up. If tuition stays flat, that would generate another \$271,000 in revenues. When looking at the FY 2020 budget, the budget team's estimate for this year based on what enrollment has done, the College will come in at about \$6.3 million, which is \$900,000 unfavorable to budget for credit tuition.

6. Property Tax Revenue

Ms. Wetzel reported that budget team's 2021 estimate includes the DTE Monroe Power Plant adjustment, but it does not include the Fermi II adjustment because that issue is not yet settled. It does include the taxable value millage rate of \$13,921,466. There is also a tax adjustment for Republic Services, which is a tax tribunal case in Erie Township. The county did not know about the adjustment in time to include it in their report from last month, so the budget team must adjust down \$110,000. 1.6% growth in prop tax revenue not including what may happen with Fermi. When including the Industrial Facilities Tax and the TIFAs, which brings the total to \$14,152,434. The College is expecting a 1.6 percent growth in property tax revenue, not including what may happen with Fermi II.

Ms. Wetzel showed the Board the City of Monroe Consent Agreement on the Monroe Power Plant. MCCC's share of what will go back to DTE for the General Fund Millage rate is \$75,271.78) and the amount for the 5-Year Maintenance and Replacement Millage rate is \$29,357.16. The numbers in the rest of the chart show the agreement on the value to which the city and DTE agreed. The chart also shows the reduction. In 2020, the reduction will be 10.75 percent. By 2025 the reduction will be 28.33 percent reduction. When DTE first filed, they were asking for 58.2 percent; however, the final agreement is for 28 percent. The operational millage rate is 2.1794 and the roll tax is what the College receives. The "Consent Agreement Roll Tax" column on the chart shows the effect on the operational millage. In 2018 the College received almost \$1.1 million and by 2025 that amount will be \$787,000. The last four columns show the 5-year Maintenance and Repair Millage, for which the College has one more year left. The last two columns show the payback amount to DTE and the amount of funds the College will receive this year.

Ms. Wetzel went over the budgeted year over year revenue reduction. By 2025 the reduction is \$311,000 less than if adjusting for those percentage decreases each year. Ms. Wetzel directed the Board to the right hand side of the chart that showed another scenario. She explained, that if the budget team made an assumption that the plant had continued to increase in value, similar to what it did between 2018 and 2019, which is a

2.53 percent increase in taxable value, and it continued to do that each year, the difference in the revenue would be almost \$2.2 million in terms of revenue.

Ms. Wetzel moved on to worksheet for the Fermi II Plant. Because the tax appeal is still incomplete, the budget team has to do its best to make assumptions based on the best information it has at the moment. Ms. Wetzel used the same percentages as she did with the Monroe Power Plant, and the roll tax value of Fermi II (\$409 million), and then plugged in the same percentages. Assuming that the City of Monroe and DTE reach the same agreement, if all the assumptions played out, the possible refund would be \$38,582 from the Operational Millage and \$15,048 from the Maintenance and Replacement Millage. The Fermi II petition asked for a 60 percent reduction. Frenchtown Township has asked the College to calculate and then know what impact these changes would have at a 5 percent reduction, a 10 percent reduction, and a 55 percent reduction. The spreadsheet shows the various scenarios based on the percentages. Ms. Wetzel reminded the Board these are just scenarios for informational purposes because the appeal has not yet been decided. Negotiations continue between Frenchtown and DTE.

7. **State Appropriations**

Ms. Wetzel said that the Governor's proposed budget was a 2.6percent increase before COVID. The senate and house have not released proposed budgets and the institution usually has all three proposed budgets to work with by this time. What Dr. Quartey is hearing from the other college Presidents and what Ms. Wetzel and Mr. Fischer are hearing from the other business officers is that there is a possible reduction in both 19/20 and in 20/21 in appropriations. A couple of things can happen. There can be a negative appropriation or there can be a negative supplemental, which means that they call back or do not disburse money that has been already allocated to the institution. The administration is hearing that the state will give institutions a negative supplemental for this year. The total of the 19/20 budget enacted (MCCC's appropriations) was \$4.7 million. By anticipating a 10 percent cut, which is basically one payment (MCCC receives its state funding in 10 payments) MCCC's state appropriation would be \$4.27 million instead of \$4.7 million. That new amount (\$4.27 million) moves over as the institution's total appropriation. For 20/21, the state may take another 10 percent cut on that, bringing that amount down to \$3.8 million. These are just speculations at this point in time because the College has to anticipate what may happen.

8. **Other Revenue**

Ms. Wetzel said that Other Revenue is fairly straightforward. The budget team is anticipating less interest (69,000). They are also anticipating less revenue for Rent of Facilities (106,000) because this fall the College will not be renting its facilities like it has in the past due to COVID-19.

9. **General Fund Summary**

Ms. Wetzel reported that when looking at budget to budget, the budget team is anticipation the General Fund Revenues will be down by almost \$2.2 million. When building the budget, with **Tuition and Fees**, the assumption is a 4% decline. **Property Taxes** includes the DTE Monroe Power Plant and Republic Services reductions but does not include the DTE Fermi reduction. **State Appropriations** assumes a 10 percent reduction both in 19-20 and 20-21, and **Other Revenues** assumes reductions in rental fees, culinary sales, and interest income.

At this point, the budget team still has work to do. Right now the College is about \$1.5 million unfavorable revenues to expenses. This year, the budget team is proposing a \$130,450 in transfers. They are asking for a \$100,000 transfer from the Technology Fund to the General Fund. She reminded the Board that they voted to raise the technology fee by \$5, and what they are doing is transferring \$100,000 over to help pay some of the cost associated with that technology. Those costs are actually housed in the General Fund. The other \$30,450 is a transfer from Auxiliary Activities - Food Service. The College gets a commission from Food Service, and so the budget team is going to transfer funds over into the General Fund to also help with the technology expenses. All of the transferred funds will tie directly back to technology services. The money is used to offset actual expenses for the technology students are using such as the cost for staffing for Mr. Jeffrey Peters and help desk employees that provide support to the technology. Also, there is a reduction in technology fees for online courses so the transfers will help with that as well.

10. **Expenses**

AJ Fischer, Director of Finances reported that expenses are down -1.27% (\$350,000). The majority of expenses are for personnel (salary, benefits and retirement). One hundred

thirty thousand dollars of transfers from the Technology Fund and the Auxiliary Fund for food service will go into the General Fund, which is new this year. Mr. Fischer showed a five-year history of the college reserves showing where they have been and where they are expected to be this year. Reserves are similar to last year when looking at unrestricted and undesignated funds, such as the HVAC long-term debt (\$1.4 million). The last two line items are the MPSERS Net Pension Liability (retirement) and the MPSERS OPEB (healthcare). Both liabilities have to remain on the College books until they become asset. This liability is the College's share of total liability in those categories.

11. **General Fund**

In the budget for the General Fund at this point in time, the faculty will receive 1 percent on schedule and steps. Currently administrators, professional staff, and support staff are receiving steps, and student assistants that are in the budget, would see a minimum wage increase. There are no salary increases budgeted for the president, administrators, professional staff, support staff, or adjunct faculty. The maintenance contract expires on June 30th, and the District is currently in negotiations with them.

Mr. Fischer showed the current position decision requests that are currently under review. President Quartey is working with Cabinet to make recommendations that are in the best interest of the College. Several current positions are being considered for upgrades and positions changes. Some positions have already been reviewed by the president and human resources and have been declined as of this moment. The vacation policy is also under consideration. The administration will also be bringing forward a change to the current vacation policy as, due to the Governor's Stay at Home Order, many employees will be above their carryover limits. Mr. Fischer and Ms. Wetzel are working a solution that will be beneficial to both the employees and the institution. Ms. Wetzel added that not all of the positions under review are new positions. Some current positions are being considered for additional funding to take on more responsibilities. Additional hours are being considered for other positions that are not currently full-time, and some current positions are being considered for transfer into new positions.

Mr. Fischer noted that **fringe benefits** include health insurance and retirement contributions from the College. The College pays up to the hard cap for medical insurance. Mr. Fischer compared the rates for the 20/21 budget to the 19/20 rates, which showed a 2 percent increase. Faculty hard cap rates are slightly different, as their plan year runs January through December. So they essentially receive six months under the current year and then when the plan resets on January 1st. The finance team is assuming a 2.8 percent increase in the hard cap for faculty insurance. For the non-faculty, the renewal for Priority Health came in at an 11.49 percent increase, which would have required employees to pay toward the premium portion because the cost of the plan would have exceeded the hard cap. The same plan under Blue Cross Blue Shield would have been a 52 percent increase in the cost. A new plan being offered, which is an HMO option. This option will be presented to the employees this week. This plan ended up costing an additional 1.4 percent more than the current 19/20 plan, which effectively allowed all non-faculty employees to remain under hard cap. As of today, the Mr. Fischer received the estimated 1 percent increase for the MESSA plan beginning in January 2021.

Mr. Fischer spoke briefly about the retirement rates. As mentioned earlier personnel costs are about 84 percent of the College's total expenses. A large part of that is because the under the defined contribution and defined benefit plans as offered by MPSERS in Michigan, the College's contribution alone is 29.96 percent. Under the defined benefit plan, although the increase is still maxed out at 30.16 percent, there is still a cost increase of the floor if the plan from 25.55 percent to 26.25 percent. So there is additional cost there as well. Ms. Wetzel added that when talking about the cost of the health care plan, the district pays up to the hard cap both for the faculty and for all other employees. When Mr. Fischer talks about the premium costs, increases to the plan that fall above the hard cap fall on employee. So, per Gallagher, when MESSA increases the plan 15 percent, faculty already pay personally for their health care above the hard cap, they will be paying 15 percent more beginning January 1st. Human Resources works hard to negotiate the healthcare plan it can to keep the healthcare affordable and not over burden employees. The faculty has MESSA named in their contract and they have specific plans identified.

Mr. Fischer gave an update on new projects included in the 20/21 budget such as Ellucian Recruiter and Mongoose Cadence Technology (a messaging system to reach students through text messaging). These technologies will allow the College to

work on enrollment, recruiting, retention, and communication. Besides the Technology and Auxiliary Activities funds, transfers to the General Fund, renovations are scheduled to take place to CLRC classrooms (about \$55,000).

The Finance team is also conducting a line-by-line review of all budget requests in an effort to meet the College's budget shortfall. Some of the accounts under review are conference and travel, articulation, office supplies, dues and memberships, training accounts, tuition remission for non-credit courses, student assistants (budgeting for work study funding only), allowance for vehicles, instructional materials, contracted services, and maintenance and replacement accounts. The team is also looking at reallocating human resources by boosting certain areas and transferring employees with the right skill sets to enhance those positions. They are also evaluating the use of space to make usage more efficient.

Ms. Wetzel noted that the administration is looking at list of open positions and taking a hard look to see if there are individuals with the proper skill sets who could be transferred to those positions, and then determine if their work can be reassigned to other individuals in the area from which they came and saving money for the institution. Also, as one of the results of evaluating the use of space on campus, the Financial Aid Office is being relocated into the same office space as Admissions and the Registrar. This has allowed Dr. Valerie Culler, Director of Financial Aid and Interim Vice President of Enrollment Management and Student Success, to find some efficiency there through the use of cross training employees. This also helps student services to more efficiently serve the needs of student by offering all their service needs in one spot.

Mr. Fischer reported that there are currently about \$660,000 of requests for **capital outlay**. All requests for the 20/21 budget are currently on hold at this time, with the exception of a request by the Bookstore for a new receipt printer (\$2700); however, this money comes from the Bookstore fund and does not affect the General Fund. Ms. Wetzel noted that the administration will continue to review and evaluate all capital outlay requests over the next three weeks, particularly in instructional area, as there may be some items that need to be replaced in order to deliver courses. At this point all projects are pulled due to lack of funding.

14. Designated Fund (Technology or 20 Fund)

Mr. Fischer said the 20 Fund is expected to break even this year. He reminded the Board that when the administration budgeted for the fund in 19/20, they to use some reserves in this fund. For several years now, this fund has either broken even or ended with revenues over expenses. Mr. Fischer gave a special thank you to Brain Lay, Manager of Information Services, and his team for their stewardship of these funds and for their help putting the 20/21 budget together. Earlier in the year, the Board approved an increase to the technology fee from \$20 to \$25 per contact hour, which is reflected in the expected to generate about \$1 million this year. The administration reviewed the request for the Technology Fund and had to make some adjustments and felt confident planning to use some reserves again this year. The transfer to the General Fund is included in there as well. The 20 Fund still has a healthy balance after accounting for the 20/21 budget year. Ms. Wetzel pointed out that the revenue in this fund is based on the assumption that enrollment will be down 4 percent in billable contact hours which also generate the Technology Fund monies. so any increase in enrollment also helps this fund. Mr. Fischer went on to explain that the increase in this fund from 19/20 to 2020/2021 can be attributed to larger items such as Ellucian Colleague (\$260,000) and DDI servers licensing and end point devices (\$250,000). There are servers that need to be replaced over time and with the increase reliance on these services due to the Governor's Stay at Home Order, this is the perfect opportunity to upgrade those systems. Additionally, a firewall update with more support is necessary. Also included is a back up solution for Office 365 (\$60,000). Ms. Wetzel explained that it is important to remember the cost to maintain technology that we all depend on today. Servers have five- year life span and they are extremely expensive. Where we used to think about maintenance and replacement for buildings, we now have to think about it for our information technology needs. The initial installation of some of the upgrades (access control, security cameras, etc.) will be paid for out of millage funds, but in future will continue to be a large expense for the College just as it is for other businesses.

12. Auxiliary Activities Fund (31, 33 and 35 Funds) – This account houses the Bookstore, food service, and Campus and Community Event Funds. The transfer from the food service fund going to General Fund. This was made possible by the addition of the Fresh Market 24/7 to the campus.. Campus and Community Events (CCE) funds are used to provide a service to the community and to enhance the community. Campus and

Community Events is also partially funded by The Foundation at Monroe County Community College. The 20/21 budget contains a placeholder right now for Campus and Community Events due to the uncertainty of the COVID shut down. The fund is expected to finish FY 20/21 year in the about the same position as FY19/20.

13. CARES Act Funding

The College has Title VIII, the Coronavirus Aid Relief Economic Security Act, or CARES. The total allocation of CARES Act funding to MCCC is \$1,364,837. Of that, \$650,258 is earmarked for emergency student grants. The institutional portion is an additional \$650,258. Mr. Fischer's office was also notified recently that the institution will also be receiving an additional \$64,321 as part of a strengthening institutions program. All funds must be spent within a year, and they are highly restrictive. Dr. Valerie Culler is chairing a committee that includes President Quartey; Ms. Wetzel; Dr. Grace Yackee, Vice President of Instruction; Yackee, Ryan Rafko, Director of Admissions and Guidance Counseling; Mr. Fischer; Ms. Linda Hawley, Financial Services Coordinator; Jeff Peters, Coordinator of e-Learning and Instructional Support; Kimberly Lindquist, Dean of Health Sciences; Joe Verkennes, Director of Marketing and Communications; Dr. Joshua Myers, Executive Director of the Foundation; and a student representative. The committee will review the restrictions for the funding and then determine what it can be used on, how best to spend the allocated funds, and most importantly, how best to provide the funding to MCCC students.

14. Unexpended Plant Fund (71 Fund)

The 71 Fund is where debt for HVAC project is housed. The annual payment for the project is \$1,436,118.50. Half the payment is made in September and the other half in March of each year. At the end of this fiscal year, the balance owed will be just under \$13 million. Each year, the Finance team has requested approval from the Board of Trustees to transfer \$1 million from the General Fund into the 71 fund to help cover the payment. After this year's audit, Ms. Wetzel and her team will once again review revenue over expenses, and then request a transfer again if feasible.

15. DTMB Project Fund (72 Fund)

This is where formerly, the funding for the renovations to the East and West Technology Buildings is housed. This project will bleed into next fiscal year for another two to three months, but the building is planned to be ready for use in the Fall 2020 semester.

16. Maintenance & Replacement (80 fund)

There are three project build into the 20/21 year; power washing Founders Hall after construction; repairing parking lots five and six; and replacing a hot water tank and adding some controllers and systems for the HVAC in one of the building as well. This year the College received the last pledge payment for the CTC building, and also will be transferring \$75,000 to the General Fund for the set aside of the DTE payment. After the transfer there will have about \$925,000 of restricted funds for the payment of the Fermi II Nuclear Plant.

16. Millage Maintenance and Replacement Fund

Ms. Wetzel mentioned that she and Mr. Fischer are still working on pulling the numbers together for the Board for the Millage Maintenance and Replacement Fund. President Quartey recently sent an update out on these projects. These are all projects that are either under way, or starting this summer, or shortly thereafter. Current projects include Founder's Hall, campus-wide generators, information technology rooms, access control and security cameras, blue phones, single use restrooms, the new phone system, fiber optics, Internet service provider, Campbell Learning Resources Center renovation, the Diversity and Equity Center, the maintenance building and salt storage, and the ceramics lab project. The Whitman Center tower was bid out and painted, but the College did not accept the work, so that project is out for another bid. Work on the Whitman Center roof will begin soon now that the weather is more favorable. Sue and her team reviewed bids on the Life Science renovation project, which will begin soon. The single use rest rooms for the Whitman Center, La-Z-Boy Center, and the Student Service Administration Building are part of the bid for the Life Science Building. Mannik and Smith are handling the Butler building and SAE Garage demolition. The Life Science building pipe lining is scheduled for repair, and the main campus and Whitman Center sidewalks are slated for annual repairs this summer as well. Campus-wide cellular should be installed soon, and parking lots 4, 5, and 6 are scheduled for repairs this summer. These projects are all in play right now and will be "costed" out and in the budget book for the June meeting.

17. Summary

Ms. Wetzel handed out a summary sheet of the funds discussed earlier in the

meeting. This sheet is part of the permanent Board file and can be obtained from the President's office.

18. Answers to Questions

- a. CARES Act funding cannot be used to offset the College budget. These funds are very restrictive and are earmarked for specific expenses and can only be used for them.
- b. Trustee Thayer thanked Ms. Wetzel and Mr. Fischer for the excellent job they did preparing the preliminary budget report in spite of all the uncertainties.

19. Chair Dowler commended Ms. Wetzel, Mr. Fisher for the terrific work and on behalf of their team before the budget comes to the Board for final approval. She expressed her appreciation for all the hard work and explanation, as well as for their conservatism as they work through the budget process. Ms. Wetzel ensured that the entire administrative team would continue to dig through the budget and find efficiencies. This is truly a team effort. Another challenge has been the College's sudden increase in the use of technology which has put great stress and strain on Mr. Lay and his department. "We are basically operating a college completely remotely." Faculty has done a phenomenal job getting students through the winter semester. The Student Services team is still meeting with students and counseling and advising them. Disability Services is still running. These accomplishments are to the credit of everyone who works at the College. Not one person has said he or she cannot make it happen. She commended the maintenance team for all the work they are doing to prepare the campus for employees to return to campus, which is a tremendous amount of work. Kelly Heinzerling, Director of Purchasing and Auxiliary Services, has purchased acrylic shields to serve as desk barriers to protect both staff and students. Building the budget is a huge effort and the budget book is a novel. Ms. Wetzel reminded the Board that she emailed tonight's presentation to them earlier today, and that if they need more information to please let her, President Quartey, or Mr. Fischer know.

Dr. Quartey stated, that in reference to the CARES Act, those funds are very restrictive, but the presidents of the Association of Community College Trustees (ACCT) and of the Michigan Community College Association (MCCA) are advocating to the government so hopefully, they will become less restrictive. He thanked Ms. Wetzel and Mr. Fischer

19. Chair Dowler requested a moment of silence and asked the assembly to continue to keep Trustee William Bruck and his family in their thoughts and prayers for his safety, as well as for all of our military service men and women. She went on to say "There is so much unrest in our nation and communities, both small and large, and everyone on this call is a leader in their own family and a leader in their own community. I encourage all of you to speak when you have the opportunity to bring unification and remember that love overcomes hate almost every single day. I encourage everyone to be a leader among those that you come in contact with." Dr. Quartey mentioned that he heard from Trustee Bruck earlier in the day. He is doing well and is about to be shipped to his next location from Kuwait.

20. *It was moved by Mr. Mason and supported by Ms. Lambrix that the meeting be adjourned.*

A roll call vote was taken as follows:

Yes [6] Ms. Thayer, Mr. Mason, Ms. Buchanan, Ms. Lambrix, Mr. Hill, and Ms. Dowler

The motion carried and the meeting adjourned at 7:13 p.m.

Respectfully submitted,

Lynette M. Dowler
Chair

Aaron N. Mason
Secretary

/prd

These minutes were approved at the September 28, 2020 regular meeting of the Board of Trustees.