

MINUTES OF THE SIX HUNDRED TWENTY-FOURTH
MEETING OF THE BOARD OF TRUSTEES
OF THE MONROE COUNTY COMMUNITY COLLEGE DISTRICT

Monroe County Community College
1555 s. Raisinville Road
Monroe, MI 48161
5:30 p.m., May 28, 2024

Present: Lynette Dowler, Julie Edwards, Krista Lambrix, Aaron Mason, Joel Spotts,
Mary Kay Thayer

Not Present: Nicole Goodman

Also Present: Jenna Bazzell, Scott Behrens, Phillip Borawski, Jack Burns, Parmeshwar Coomar, Shawna Farley, Candice Ferrell, Samuel Gonzalez, Chris Gossett, Tom Heck, Kelly Heinzerling, Ms. Homan, Rick Hubbert, Leon Letter, Gerald McCarty, Steven Meyer, Tim Miles, Spencer Lyke, Michele Paled, Kojo Quartey, Brain Sabbadini, Jay Schumacher, Helen Stripling, Frank Thomas, Beverly Tomek, Linda Torbet, Holli Vallade, Philip Wahr, Quri Wygonik, John Wyrabkiewicz, Grace Yackee, Penny Dorcey (recording secretary)

1. Chair Aaron Mason called the meeting at 5:36 p.m.
2. Chair Mason polled the audience for delegations. There were eight delegations present.
- B. 2. a. (1) 3. *It was moved by Ms. Thayer and supported by Ms. Edwards that the following items on the consent agenda be Consent agenda be approved.*
 - B. 2. a. (1) Approval of minutes of the April 22, 2024, regular meeting
 - B. 2. a. (2) Board Authorization for the President to Execute a First-Year Probationary Faculty Contract – Goodwin

The motion carried unanimously.
3. Old Business
- B. 3. a. (1) 4. Chair Mason posed a couple of question as follow up to the April 22, 2024 regular meeting of the Board of Trustees. He asked Dr. Quartey if he had researched any cost estimates to update the current restrooms. Dr. Quartey announced that Cabinet has discussed the topic and that Jark Burns, Jr., Director of Campus Planning and Facilities would give the Board and update. Mr. Burns explained that he had contacted a vendor; however, there are numerous models. Mr. Burns is researching other was to adapt the bathrooms as well, but the planning is in process and he should hear back from the vendor soon who will provide him with some options. Mr. Burns will give the board an update at that time.

4. New Business

- B. 4. a. (1) 5. *It was moved by Ms. Thayer and supported by Ms. Edwards that the Board approved the following resolution of commendation for Mrs. Rosemarie and Dr. Richard Walker, be approved as presented:*

WHEREAS, Rosemarie and her husband Richard have been donors to Monroe County Community College since 1985, predating the creation of The Foundation at MCCC; and

WHEREAS, the Walkers have given unwaveringly to The Foundation since its inception in each of the last 25 years since it was established by the Board of Trustees in 1998; and

WHEREAS, the Walkers established an endowed scholarship in 2016; and

WHEREAS, the Walkers were one of the first donors to establish a “program endowment” in 2020 to provide a perpetual stream of non-scholarship revenue

to support Foundation initiatives; and

WHEREAS, Mrs. Walker has distinguished herself by more than financial generosity alone by joining The Foundation Board of Directors in 1999 as an inaugural director, serving as its secretary from 2003 to 2016, and through her continued contributions by currently serving on The Foundation's finance committee; and

WHEREAS, Mrs. Walker is a proud alumnus of Monroe County Community College's Culinary Arts Program; and

WHEREAS, Mrs. Walker can be counted on each and every year to provide truly unique, whimsical and eclectic items cultivated from her collection for The Foundation's annual Strikes, Spares and Scholarships event, to the great delight of lucky winners of these prizes; and

WHEREAS, Monroe County Community College is truly fortunate to have the impassioned and steadfast support of Mrs. and Dr. Walker; and

THEREFORE, BE IT RESOLVED, that the Board of Trustees recognizes Mrs. Rosemarie and Dr. Richard Walker as the 2024 College Supporter of the Year in recognition of their past and continued support of Monroe County Community College, its students and the public; and

THAT IT BE FURTHER RESOLVED, that the Board of Trustees expresses its sincere gratitude and congratulations to Mrs. and Dr. Walker on this Tuesday, May 28, 2024.

The motion carried unanimously.

- B. 4. a. (2) 6. *It was moved by Ms. Edwards and supported by Ms. Lambrix that Policy 3.11, Trustee Merit Scholarships, be approved as revised.*

Joshua Myers, Executive Director of the Foundation, explained that back in 1965, the Board of Trustees created the Trustee Scholarship. The purpose of the scholarship was to attract students from across the county to attend the new college and build county-wide support. Every school district in the county was awarded two scholarships and each district selected the recipients.

Dr. Myers noted that in 2016, the administration determined that a better use of the funding, through the General Fund, would be to redesign the Trustee Scholarship to create the Trustee Merit Scholarship. The Instructional Scholarships were eliminated to provide additional budget for the Merit Scholarship. This change was motivated by a similar automatic merit awards at nearby institutions, such as the University of Toledo.

While the original design of the Merit Scholarship, intended to “cover up to nearly 50 percent of tuition and fees,” was a sensible strategy at the time, its relevance is significantly diminished with so much federal, state and private aid available to students. Many things have changed since then. Tuition and fees no longer represent a top barrier for students. Many students do not take advantage of the Trustee Merit Scholarship, and some do not even know they have it, so the College is paying General Funds for Trustee Merit awards that are not helping students much. There is also a much more state and federal awards for students now. The goal is to take the already budgeted amounts that are set aside for Trustee Merit, and move them toward a more useful scholarship. The proposal presented to the Board today is simply amending a one sentence policy. The procedure guides how that scholarship will be managed.

Dr. Myers stated that the goal is to target the population of 25 and older students with scholarships that would attract them back to the College if they have already been here, and also to support them in their pursuit of an education. The goal is to incentivize people who may have a balance with MCCC to try to help them come back, and if they meet certain criteria, help them come back and ultimately earn their degree. The proposal is to give these students the wrap around support they need to complete. In the past, the College did not have such a robust Student Success Center with staff to help address these types of needs. The College now has wonderful people on the ground working with students to identify those barriers and link them to the support they need.

The motion carried unanimously.

- B. 4. a. (3) 7. *It was moved by Ms. Lambrix and supported by Ms. Dowler that Policy 3.12, General Education Requirements for Graduation, be approved as revised.*

Dr. Grace Yackee, Vice President of Instruction, stated that this is a policy on general education requirements. Included in those requirements is a statement regarding general education goals; “Monroe County Community College students meet the following general education goals as specified in the MCCC catalog: Critical thinking, Communication, Social and Cultural Awareness.” Dr. Yackee is proposing to change the words general education goals to institutional goals because it provides a broader umbrella. MCCC’s general education is built on those goals which are provided by the Board.

The motion carried unanimously.

- B. 4. a. (4) 8. This item, Proposed Policy Revision – Policy 4.02 Transfer and Occupational Programs was approved at the April 22, 2024 meeting and requires not action at this time.

- B. 4. a. (5) 9. *It was moved by Ms. Thayer and supported by Ms. Edwards that Policy 12.05, Professional Staff Salary Schedule, be approved as revised.*

Linda Torbet, Executive Director of Human Resources, explained that they have a redlined copy of Policy 12.05, Professional Staff Salary Schedule in their packets as well as a document that helps explain the changes proposed to the policy. This policy refers to full-time professional staff, of which there are seven people with four different job classifications.

Ms. Torbet stated that when the support staff contract was ratified, everybody in that employee group received an increase through the negotiation process, which set the professional schedule off track. What is being proposed is to realign the professional staff schedule. These changes refer to Grade I, which is for exempt, or salaried employees. The adjustment will be retroactive to when the support staff contract came into effect, which was in October of 2023.

The motion carried unanimously.

- B. 4. a. (6) 10. *It was moved by Thayer and supported by Mr. Spotts that Policy 2.25, Administrative Staff Vacations, be approved as revised.*

Ms. Torbet, Executive Director of Human Resources, explained that Policy 2.25, Administrative Vacations is revised to match Policy 12.12, Professional Staff Vacations. Both policies are in the Board packet for comparison.

The motion carried unanimously.

- B. 4. a. (7) 11. *It was moved by Ms. Lambrix and supported Ms. Edwards that the Board approve establishing the facility naming opportunity for the new Early Childhood Education Center in the Campbell Academic Center in recognition of a gift at or exceeding \$30,000, pursuant to MCCC Policy 1.69.*

Dr. Joshua Myers stated that the board of trustees reserves the exclusive right to determine naming opportunities on campus; both what gets named and the value attached. There are a lot of new spaces on campus. Dr. Myers’ goal is to bring those naming opportunities to the Board as they arise. This is a new one. Early Childhood Education (ECE) is switching academic areas and also its location. He believes this space provides an attractive naming opportunity. So, while ECE is making that transition to a new classroom, Dr. Myers is recommending that the pace be added MCCC’s naming opportunities for donors.

The motion carried unanimously.

- B. 4. a. (8) 12. *It was moved by Ms. Thayer and supported by Ms. Lambrix that Policy 12.11, Scheduled Paid Holidays and Scheduled Paid Vacation Days 2024-2027 be approved as revised.*

President Quartey explained that this is routine item, which simply adjusts the calendar. There are no added holidays.

The motion carried unanimously.

C. Information and Proposals

1. Delegations

- C. 1. a. (1) 13. Chair Mason pointed out the policy on the back of the delegation form. He announced that delegates are allowed a maximum time of three minutes. He asked that people be respectful of one another, he noted that the presiding officer shall not permit the public meeting to be used for personal, abusive, vulgar or defamatory attack on any person. The person being recognized should speak to the chair running the meeting, and that a person must be recognized, speak at the podium provided, and address the presiding officer on the subject matter.

Chair Mason recognized the following delegations:

- C. 1. a. (1) 14. Ms. Homan addressed the Board about her concerns over the College's policy on restroom access.
- C. 1. a. (2) 15. Mr. Brian Sabbadini addressed the Board about his concerns over the Colleges policy on restroom access.
- C. 1. a. (3) 16. Mr. Tom Heck addressed the Board about his concerns over the Colleges policy on restroom access.
- C. 1. a. (4) 17. Ms. Candice Farrell addressed the Board about her concerns over the Colleges policy on restroom access.
- C. 1. a. (5) 18. Ms. Shawna Farley addressed the Board in support of the College's policy on restroom access.
- C. 1. a. (6) 19. Ms. Michele Paled waived her time to address the Board.
- C. 1. a. (7) 20. Mr. Steven Meyer addressed the Board in support of the College's policy on restroom access.
- C. 1. a. (8) 21. Mr. Tim Miles addressed the Board about his concerns over the College's policy on restroom access.
22. Chair Mason followed by encouraging the delegates to follow-up with the administration and Dr. Quartey. They can give people some details as to what is going on and the reasons behind it, and the College interpretations of the legislation behind it that has been in effect since February of 2023. There are some things in the public comments that Chair Mason has concerns about. He is not sure if there are any active complaints regarding the original signage on campus. Mr. mason still has a problem with the original signage and believes it divided people. The sign literally said that everyone is invited to this bathroom and is a violation of our policy. Chair Mason clarified that these are his own personal thoughts and he is not speaking on behalf of the trustees or for the College.

2. Non-staff Communications and Reports

3. President and Staff

- C. 3. a. (1) 23. Dr. Quartey announced the following staff appointments and 1st year probationary faculty contract.

Staff Appointments:

Amber Jaladoni, General Maintenance Worker, effective May 13, 2024
(Replacing James Brockway)

Anthony McGrath, General Maintenance Worker, effective May 7, 2024
(Replacing Teresa Drouillard)

1st Year Probationary Faculty Contract (8/19/24-5/8/25):

Benjamin Goodwin, Assistant Professor of English, effective August 19, 2024

- C. 3. a. (2) 24. The Board received a Statement of General Fund Revenues and Expenses for the Period Ending April 30, 2024.

Frank Thomas, Director of Finances, reported that the budget is on track. As you know, the budget is a living document and it moves. There are individual line items that have some anomalies, but overall, we are on pace to meet our budget, and come in under budget.

Revenues are at almost at \$28 million (over 96 percent received) compared to almost \$25 million (over 92 percent received) at this time last year. One of those anomalies is the interest rates where we are seeing a better return on our interest revenue this year (\$217,000) compared to what was budgeted this time last year. As we as we look at this living document, it can be difficult to project a year in advance what we are going to see, but some of the changes that have been made with our investments this year are paying off.

Mr. Thomas reported that expenses are at 68 percent of budget compared to 68.93 percent last year. Total expenses are \$19.5 million compared to \$18.7 million last year.

In terms of property taxes, the anomaly is due to a large refund of property taxes received from Dundee. Those taxes covered multiple years and so and then they finally paid that out.

- C. 3. b. (1) 25. Dr. Philip Wahr updated the Board on the activities of the Faculty Council over the past academic year. The faculty Council includes all full-time and part-time faculty. Dr. Wahr announced that the Faculty Council held eight meetings. They had seven regularly scheduled meetings and had to add on an extra meeting because they could not get through all of the items on the April agenda. This semester Faculty Council approved seven action items and seven requests for input, and heard 17 information items. The council also created a study group to look at Procedure 3.04, Student Government Constitution, at the section that has to do with funding the student clubs because there was some confusion about that at the beginning of the semester. The Council also created a task force to look into the formation of a student advisory Council. At our last meeting, we received recommendations from the transfer degree review study group in terms of how we want to review the degrees and what requirements will be for those degrees moving forward. The goal is to vote on the final recommendation this coming fall. Dr. Wahr mentioned that the council also had a question-and answer session with President Quartey at their March meeting.

Dr. Wahr that while going through the council minutes he identified three issues that have been overwhelming for faculty this year. The first issue is that they do not have enough scheduled meeting time and are sometimes not able to get through the entire agenda. They get one hour a month for council meetings. That is clearly not a sufficient amount of time as Faculty Council cannot hold their meeting for more than an hour due to their class schedules. The second issue is that faculty have clearly lost confidence in the administration of the College and leadership overall. The third issue is that morale continues to be quite low and many faculty feel they work in a hostile work environment.

- C. 3. b. (2) 26. President Quartey summarized his reports to the Trustees, which he sends every other week.

Dr. Quartey announced that he, Trustee Mason, Trustee Thayer, Trustee Spotts and Trustee Goodman, and Joshua Myers attended Community College Day in Lansing on April 24, 2024. They met with Rep. James DeSana, E. William Bruck, Rep. Dale Zorn, Sen. Joe Bellino, and Rep. Reggie Miller. It was a good day and they continue to advocate for capital outlay funding for the Welch Health Education Building and remain hopeful.

After another review, Dr. Quartey has given permission for the MCCC History Book by Tom Adamich to go to print. There will be 500 copies printed.

The MCCC Honors Reception was held on Friday, April 26th to celebrate students, Faculty, and staff.

The annual county-wide Earth Day event was held in the Welch Health Education Building on April 27th. Earlier that day, the ASET Division held its third EV show. Dr. Quartey gave kudos to Dean Parmeshwar Coomar and his team. Also held that week was the Welding Competition. There were 16 participants from four high schools. He again congratulated Dean Coomar, Welding Instructor, Steve Hasselbach, and the ASET team.

Budget negotiations continue in Lansing. President Quartey emailed the latest information to the Board earlier this week. Also, this week, both nursing and respiratory therapy held their pinning ceremonies. Dr. Quartey thanked Trustee Goodman for attending the event. On May 14 through May 24, Dr. Quartey travelled with fellow Rotarians and a Kiwanian on a mission trip to Ghana.

President Quartey reminded the Board that while for all employees to boost morale, he has adjusted and ensured adjustments for all employees, there have been no adjustments to the president's compensation for a significant amount of time. Also, his goals for the upcoming year need to be reviewed and approved. He will provide additional information and previously submitted information for the Board's consideration. Two other outstanding issues concern discussions about in-state versus out-of-state tuition and public communication with the Board.

Dr. Quartey announced that the Monroe County Intermediate School District has a Head Start program on campus and will be leaving after this semester. They have their own reasons and the decision was not due to any violations of their terms and agreements.

- C. 3. b. (3) 27. Chair Aaron Mason led a discussion on the president's goals and measurable objectives. He mentioned that President Quartey had handed out copies of the President's previous meetings and through email. The current copy is for this ending year so trustees should make sure they have it on hand when completing the presidential evaluation that is due June 17th to the President's office. Mr. Mason reiterated that the 2023-2024 President's Goals and Measurable Outcomes have been distributed multiple over the past several months, but has never been acted upon by the Board. It was initially created months ago. Mr. Mason commented that the Board would be going over the Board self-evaluation and Presidential evaluation and these goals are what the President submitted and the Board has not given him anything as an alternative, so this document is what should be used for reference. Both evaluations are due to Ms. Dorcey no later than June 17th so that she can score and compile the data.

Chair Mason stated that the plan moving forward is to get the routine in place so when the President submits it the Board approves it as soon as possible so Dr. Quartey knows what is in place for the coming year. As a Board, we must hold ourselves accountable. So, the President's goals for next year should come out soon and the Board should be prepared to approve them in the first meeting of the year and then move forward. If we have differences of opinions then we sort that out quickly within that first meeting and have a finalized copy.

Dr. Quartey stated that the millage strategy has not been presented because the goals have not been approved by the Board and the Board has not approved the millage or the Headlee override at this time. So even as we contemplate a millage in November, there are other elections and the in the August election there is the senior not want to confuse or obfuscate that election with the November election. The Board has not even approved when we are going for a millage. Mr. Mason stated that with the environment the College has been through, the Board goes through a meeting and spends an hour on public comment on a restroom issue that is not even on the agenda, and we are reacting to state law and this has been for about 5 meetings in a row now. Chair Mason stated that, that is why he pointed out the original posting of those restroom signs. It was against policy, it was disruptive, and actually took over the whole issue or administration deciding what they are going to do to react to the expansion of the Elliot Larsen Bill that the state put together with our legislators and our Governor. There was also the faculty contract at one point. So, there are a lot of reasons why it has been hard to get to this. The College has this public issue of the millage and getting reactions from public who are arguing about College policies. We have the issue of people who are active on other school boards saying that they are not going to refer people to our school and talking about Title IX, but we are also dealing with codified state law and a public accommodation, so there is this disconnect. So, we have a public relations issue when we get to the millage issue, because of these issues. Unfortunately, we are the canary in the mine when it comes to the restroom issue and accommodation.

A recommendation was suggested to approve goals two through five and eliminate goal number one for the remainder of this term, and that we have new goals for next term and that we set the date of completion for September 1, 2024.

It was moved by Ms. Dowler and supported by Ms. Edwards that the Board approve the 2023-2024 Presidents Goals and Measurable Outcomes, with the exception of the millage renewal, effective tonight; and that we ask our President to bring us his 2024-2025 2024 Presidents Goals and Measurable Outcomes for review and alignment, no later than September 1, 2024.

The motion passed unanimously.

- C. 3. b. (4) 28. Chair Mason explained that the Board would typically discuss a raise for the President now after completing the work months ago and the Board has only had two days. At the request of Mr. Mason, President Quartey sent information out that he collected from several major sources, including the information put together by the Presidential Compensation Committee last year. Mr. Mason also compiled his own spreadsheet. What he discovered, and what Trustee Thayer was saying, is that there have been numerous years with 0 percent increase because of various delays. There are many excuses such as, this is not a good time because the administration is working on the faculty contract, etc. There are many reasons for things not happening when they were supposed to, but the problem you have is that math wins and inflation happens at normal levels. It is a gradual loosening up of, and lessening of the money that you are actually earning; earning less every year unless you get some sort of raise and adjust with inflation. When looking at the President's base salary, if President Quartey had only received a 2.5 percent increase every year throughout the years, he is still far behind and has been underpaid about \$140,000 during that time. If you average it out over the years, it equates to about a 1 percent raise every year and he is earning far less than what he did when he originally started with the College. There is a huge gap in the dollars from 2014 to today's dollars and the President is earning far less than when he originally started.

Dr. Quartey explained that Table 4 on his handout shows a 2 percent with 2.5 percent inflation scenario, and Table 3 show a 3 percent scenario. The last four years the increase has been zero across the board. Mr. Mason added that inflation this last year was 4.1 percent, 8 percent 4.7 percent, and 1.2 percent these last several years. Really, if you go back to "yesteryear's" dollars, when you originally use the base pay of 165,000, effectively, he is making one in 2014 dollars. If you compare it to 165,000, it is about one \$140,000. Cahir Mason suggested that the Trustees digest what Dr. Quartey sent to them initially, but to also digest that here, and if the Board considers doing a raise this year, to think about two actions. First the Board would make a corrective action, which would be a retroactive raise to July 1, 2023 to correct the year that we are still in. The raise would be going forward. My suggestion, view rays that would be effective just like that one we saw previously back to July 1st for correction for the year that we're in still and then this raise would be for going forward. That would be appropriate and the timing is right. So, we have two separate actions, one is corrective action and the other would be a normal raise. Regardless, if we use that approach and you do the math going backwards, he is still going to be behind if you do add it up over the years, but we will at least get the base salary effectively to a point that it would have normally been if he had received a normal raise or at least an average inflationary raise each year.

Ms. Dowler commented that "we as a board put ourselves and our President in this state behind the eight ball because we have discussed this every year and have continued to kick the can as a board. So, it is incumbent on us to move or say no, we're not going to move, but it is incumbent on us to make a decision sooner rather than later. We talk about base pay increase, but we did an evaluation over a year ago, holistically looking at base pay expenses, housing, and many other elements." Ms. Dowler added that she believes they had a dozen elements minimally and were still significantly behind our peer presidents in the state. She implored the Board to look at it as a whole and come back and make a decision or a recommendation sooner rather later. Part of running this college is having efficiency among us and having expectations of our President and expectations of ourselves and that she feels that personally that as a trustee, she has failed in that space because we put ourselves in this space.

Chair Mason expressed the importance of having a Board action on this topic this within this year. That is, administratively, to happen within the year, so the President could be paid out this year, because we are ending the year on June 30th. We have today's meeting and we have are meeting again on Monday, for the budget study meeting, which typically would not involve these other things. We could have this item as an agenda as well.

Linda Torbet, Executive Director of Human Resources said that the only group that has not received raises this year is maintenance and we are preparing to go to the table with them They have no step progressions, so this will likely be a topic. Dr. Quartey added that everyone else on campus has received raises of at least 2 percent and in some cases as high as 38 percent. Mr. Spotts noted that the average increase, when looking at the data is 12 percent over a three year period. Ms. Torbet added that there were also reclasses.

Mr. Mason noted that part of this is the President we have here today, and another part is how did we treat the President when we go to look for another one at some point in the future if we are not addressing these things. It does not really set a good environment for 10 years from now with this kind of history. Trustee Thayer added that we are currently losing community college presidents at high rates. Today it is very expensive to find a new president.

Chair Mason reiterated that he would like to look at a possible corrective action and a raise for the year, separating both actions. He believes we could still have an opportunity to expand it if when The Board compares other institutions If the Board can determine that there is enough of a correction, that needs to be done just based on the original agreement. He believes that they could get to an agreement and get something done fairly quick. Trustee Edwards, stated that she agrees with the corrective action and the raise for next year, and then look at it again next year, but Ms. Edwards would like to see the timeline as the Board needs to hold itself accountable to a timeline.

The trustees also looked at the various allowances in the president's contract, many on which he pays taxes. It was agreed that Chair Mason write up his thoughts on the allowances and that Dr. Quartey prepare his own, then the Board will discuss the contract at Monday's special meeting. He and Dr. Quartey will send their documents to the Board so that they can digest the information over the weekend. Chair Mason will update Trustee Goodman between now and Monday.

Chair Dowler suggested the Board also consider that when thinking about next year's goals and that MCCC is an accredited college that has a solid strategic plan that is updated regularly and is focused on enrollment and retention, and fundraising, it would be great if the Board could get to a place where these are the goals and we move without changing them a lot unless we pick up something big like a millage. It will help the Board with its calendar as well.

1. Board Member and Committee Reports

- C. 4. b. (1) 29. Chair Mason led a discussion on Board email and board management software and hardware. The final decision was to have one email that automatically forwards incoming emails to each of the Board members.

President Quartey will talk to the MCCA group to find out what types board management software others are using for board management and then report his findings back to the Board at the June 24, 2024 regular meeting. He will also explore the possibility of purchasing iPads or laptops for Board use during the meetings.

The goal is to have both the board email system and the board management software implemented by September 2024.

- C. 4. b. (2) 30. Chair Mason announced that the due date for the Presidential evaluation is June 17th. He asked the trustees to send their completed evaluations to Penny Dorcey, Executive Assistant to the President and Secretary to the Board of Trustees, by that date so that she can compile them into one report. The evaluation will be discussed at the June 24th regular meeting of the Board of Trustees. Ms. Dorcey will set up an email reminder for one week before the due date for the completed evaluations.
- C. 4. b. (2) 30. Chair Mason announced that the due date for the Presidential evaluation is June 17th. He asked the trustees to send their completed evaluations to Penny Dorcey, Executive Assistant to the President and Secretary to the Board of Trustees, by that date so that she can compile them into one report. The evaluation will be discussed at the June 24th regular meeting of the Board of Trustees. Ms. Dorcey will set up an email reminder for one week before the due date for the completed evaluations.
- C. 4. b. (3) 31. Chair Mason announced that the due date for the Board self-evaluation is June 17th. He asked the trustees to send their completed evaluations to Penny Dorcey, Executive Assistant to the President and Secretary to the Board of Trustees, by that date so that she can compile them into one report. The evaluation will be discussed at the June 24th regular meeting of the Board of Trustees. Ms. Dorcey will set up an email reminder for one week before the due date for the completed evaluations.
- C. 4. b. (4) 32. Chair Mason announced the upcoming events.
- C. 4. b. (3) 33. *It was moved by Ms. Thayer and supported by Ms. Lambrix that the meeting be adjourned.*

The motion carried and the meeting adjourned at 7:29 p.m.

Respectfully submitted,

Aaron N. Mason
Chair

Nicole R. Goodman
Secretary

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These minutes were approved at the June 24, 2024 regular meeting of the Board of Trustees.