

GOGEBIC COMMUNITY COLLEGE  
Ironwood, Michigan

A Regular Meeting of the Board of Trustees of Community College District of Gogebic County was held on Tuesday evening, July 27, 2021 at 6:30pm in the Upper Level of the Lindquist Student and Conference Center on the Ironwood campus.

- Call to Order, Roll Call* Chairman Lupino called the Regular meeting to order at 6:31pm and opened with the Pledge of Allegiance.  
Those present: Mrs. Beals, Mr. Brown, Mr. Burchell, Mr. Fitting, Mr. Kolesar, Mr. Lupino, Mr. Malloy  
Those Absent: None  
Also present: President Dr. George McNulty, Vice President of Business Services Erik Guenard, Vice President of Academic Services David Darrow, Charity Smith, and Roberta Anders. Chairman Lupino requested an amendment to the agenda omitting 6.3.2 Non Affiliated Staff Appointment – Staff Accountant. Moved by Mrs. Beals, supported by Mr. Kolesar, and carried, to amend the agenda and omit 6.3.2.
- Report of Secretary* Moved by Mr. Fitting, supported by Mr. Burchell, and carried, to approve the minutes of the June 29, 2021 Regular Board Meeting.
- Conflict of Interest* No conflict of interest of board members on agenda items was brought forward.
- President's Update – Dr. George McNulty* Dr. McNulty updated the board on the IMBA (International Mountain Biking Association) trail accelerator grant that was awarded last year and is a collaborative between the Gogebic Range Health Foundation (who applied for the grant), the City of Ironwood, the SISU dirt crew and Gogebic Community College. The grant was awarded to fund the Mt. Zion Park Mountain Bike Trail System Conceptual Plan. IMBA trail solutions: education, design and construction staff are conducting fieldwork in the area this week and flagging trail corridors. A conceptual final draft of the area is being prepared. He will send this conceptual draft map of the proposed trail system soon. This is a collaborative and exciting project with great potential to advance area bike facilities to include traditional, bike-optimized, bike-optimized technical, pump track, and skills area trail systems.
- Public Comment on Agenda* None
- New Business – Financial Reports* Vice President Erik Guenard presented the June 2021 financial reports.  
The General Fund Revenue and Expense Summary shows revenues outpacing the budget's expenditures. The largest increase is shown in Other Income which is inflated due to recapturing lost income in tuition via the HEERF II funding made available to the institution.  
The Balance Sheet shows assets and liabilities incurred through the end of the 2021 fiscal year. Assets show a small increase in cash over the prior year and most assets and liabilities are consistent. The current draft ending fund balance increased due to current year reimbursements through HEERF funding and a corresponding decrease in expenditures.

The Statement of Changes in Fund Balance shows the cumulative revenues and expenditures for the 2021 fiscal year. All funds are in balance with the exception of the restricted fund due to the timing of HEERF expenditures and the ability to draw funds for reimbursement. The Auxiliary funds are showing a positive balance due to the reimbursement through HEERF for lost revenue from the Snack Bar, Book Store, and Residence Hall. As the College transitions to an online bookstore this fall, it is important to note that the cost center needs to absorb the obsolete inventory and some upgrades, which will result in a decreased fund balance.

There was discussion regarding donation of obsolete books. Mrs. Beals will provide information to Mr. Guenard regarding an organization that may be interested.

Motion made by Mr. Brown, supported by Mrs. Beals, and carried, to approve the June 2021 financial statements as presented.

*New Business – Consent  
Agenda Items – Board  
Policy Series 108 –  
Addendum to Legal  
Counsel – Second Read*

Dr. McNulty stated that as noted during the June 2021 board meeting, the policy had been reviewed by the Compliance Committee and there were a few recommended changes to Series 108. This is necessary since practice did not reflect policy.

Motion made by Mr. Kolesar, supported by Mr. Fitting, and carried, to approve the second reading of Addendum to Legal Counsel, as presented.

*New Business – Consent  
Agenda Items- Board  
Policy Series 111 –  
Addendum to Equal  
Opportunity and Non-  
Discrimination – Second  
Read*

Dr. McNulty stated that as noted during the June 2021 board meeting, this additional Series 111 policy was brought to the President's Office. Upon review, it is necessary to update the language of the existing policy to be more inclusive as well as to expand language that more accurately reflects the current nature of this policy area.

Motion made by Mrs. Beals, supported by Mr. Burchell, and carried, to approve the second reading of Addendum to Equal Opportunities and Non-Discrimination, as presented.

*New Business – Consent  
Agenda Items- Board  
Policy Series 630 –  
Employee Acceptable Use  
of Information Systems –  
Second Read*

Mr. Guenard explained that the revised Series 630 policy has been updated to reflect current topics and aligns the College's policy with best practices.

Motion made by Mr. Brown, supported by Mr. Malloy, and carried, to accept the second reading of the Employee Acceptable Use of Information Systems Policy, as presented.

*New Business – Consent  
Agenda Items – Accounts  
Receivable Write Offs*

Mr. Guenard provided a list of student accounts that are being recommended for write-off, as they have been determined uncollectable. The accounts will still be flagged and if the student wishes to return or requests transcripts, they will be required to pay off their remaining balance.

Motion made by Mrs. Beals, supported by Mr. Malloy, and carried, to approve the Accounts Receivable Write Offs, as presented.

*New Business – Personnel  
Items – Director of  
Financial Aid*

Mr. Guenard reported a search was conducted for a new Director of Financial Aid. The position was publicized and due to the imminent need for the position, candidates were interviewed upon receipt and review of their application. The search committee interviewed Breanne Lombardo, and after a successful interview process is recommending her for the position at the Non-Affiliated initial step of Grade 8.

Mrs. Lombardo has earned a bachelor's degree in accounting from the University of Wisconsin – Superior, Certified Public Accountant licensure, and over 15 years of

professional accounting experience in the private sector, secondary education, and post-secondary education. We are very excited to have her on board.

Motion made by Mr. Brown, supported by Mrs. Beals, and carried, to approve the hiring of Ms. Breanne Lombardo, as presented.

*New Business – Personnel  
Items – Staff Accountant*

Mr. Lupino noted item 6.3.2 has been omitted from the agenda.

*New Business – Personnel  
Items – Administrative  
Assistant to the Director  
of Allied Health - MESPA*

Mr. Darrow explained that after searching and interviewing several potential candidates, the search committee recommends Ms. Deanna Schwartz for the position of Administrative Assistant to the Director of Allied Health, with a start date of August 2, 2021 at Step 1; Grade 3 of the MESPA pay schedule. Ms. Schwartz earned an associate degree from Gogebic Community College and is currently pursuing a bachelor's degree from Southern New Hampshire University. In addition, she has previous experience with the Michigan Secretary of State and the Western Upper Peninsula Health Department.

Motion made by Mr. Kolesar, supported by Mrs. Beals, and carried, to approve the hiring of Ms. Deanna Schwartz, as presented.

*New Business – Personnel  
Items – MAHE Faculty  
Resignation - English*

Mr. Darrow announced that English faculty member, Ms. Apryl Vidlak, has submitted her letter of resignation effective August 15, 2021. Ms. Vidlak has been employed at Gogebic Community College since 2010. She has taught a variety of English courses and took our students to study abroad. Most recently she served on the distance education committee and provided work on the strategic plan.

Motion made by Mr. Malloy, supported by Mr. Brown, and carried, to accept the resignation of Ms. Apryl Vidlak and begin a search for a replacement, as presented.

*New Business – Personnel  
Items – MAHE Houghton  
Faculty Resignation -  
Nursing*

Mr. Darrow announced that Houghton Nursing faculty member, Ms. Lisa Spence, has submitted her letter of resignation effective Friday, August 27, 2021. Ms. Spence started teaching at Gogebic Community College in 2011 at the Copper Country Center in Houghton. She has accepted a teaching position with Rasmussen University in Ocala, Florida. Ms. Spence has offered to stay on through the first week of fall classes to assist the nursing students and program in the transition process.

Motion made by Mr. Kolesar, supported by Mr. Fitting, and carried, to accept the resignation of Ms. Lisa Spence and begin a search for a replacement, as presented.

*New Business – Personnel  
Items –  
Retirement/Resignation –  
Softball Coach*

Dr. McNulty reported that head softball coach, Ms. Noel Aho, has submitted her notice of retirement/resignation letter effective July 1, 2021. Ms. Aho has significantly advanced the softball program since 2017 and is an integral part of GCC athletics. The College wishes her the best in her retirement.

Motion made by Mrs. Beals, supported by Mr. Malloy, and carried, to accept the retirement/resignation of Ms. Noel Aho and begin a search for a replacement, as presented.

*New Business – Personnel  
Items – MAHE Faculty  
Appointment - English*

Mr. Darrow states that after searching and interviewing over 70 potential candidates, the search committee recommends Dr. Peter McKenna for the position of English instructor

with a start date of August 16, 2021. Mr. Darrow thanked the search committee for their hard work.

Motion made by Mr. Brown, supported by Mr. Burchell, and carried, to approve the hiring of Dr. Peter McKenna, as presented.

*New Business – Personnel  
Items – MAHE Faculty  
Appointment - English*

Mr. Darrow reports that after searching and interviewing over 70 potential candidates, the search committee recommends Ms. Nicole Mason for the position of English instructor with a start date of August 16, 2021.

Motion made by Mrs. Beals, supported by Mr. Malloy, and carried, to approve the hiring of Ms. Nicole Mason, as presented.

*Discussion of Strategic  
Planning*

Dr. McNulty states there is no update this month.

*Public Comment on  
Topics Relating to GCC*

None

*Other Business*

Mr. Lupino mentioned the virtual MCCA Summer Conference that was held from 8am-11am on July 20-22, 2021. There is interest in following up on ideas that were presented, such as diversity, equity and inclusion. Mrs. Beals explained that a local group, started by Mrs. Annette Burchell, has been meeting for over a year on DEI initiatives. Mrs. Beals would like the College to be more involved in promoting a community-wide conversation. It was noted that Mrs. Beals will work with Mr. Darrow and community leaders, including Mrs. Annette Burchell, to discuss further. Dr. McNulty stated that the speakers during the conference focused in on being intentional, consistent, and to implement initiatives, it is a long-term process and commitment.

Mr. Kolesar suggested hosting and sponsoring events so that students do not feel isolated. In speaking to this point, Mr. Darrow explained that the framework of Act, Connect, Inspire, and Plan (ACIP) will be part of new student orientation moving forward. In addition, Mr. Guenard mentioned that we host various events that connect students to one another throughout the year, including Convocation, dances, and cookouts at the Residence Hall.

Mrs. Beals would like to schedule a social for board members to have the opportunity to meet all new employees.

*Executive Session*

Moved by Mrs. Beals, and supported by Mr. Burchell that the meeting be moved to Executive Session to discuss matters exempt from disclosure.  
Roll call vote: Beals – Yes; Brown – Yes; Burchell – Yes; Fitting – Yes; Kolesar – Yes; Lupino – Yes; Malloy – Yes. *Motion carried* – 7 Yes, 0 No, 0 Absent. The meeting moved into Executive Session at 7:21 pm.

*Return to Regular Session*

Moved by Mr. Brown and supported by Mr. Burchell that the meeting return to Regular Session.  
Roll call vote: Beals – Yes; Brown – Yes; Burchell – Yes; Fitting – Yes; Kolesar – Yes; Lupino – Yes; Malloy – Yes. *Motion carried* – 7 Yes, 0 No, 0 Absent. The meeting returned to Regular Session at 7:31 pm.

*Adjournment*

Moved by Mr. Burchell, supported by Mr. Fitting, and carried, that the meeting be adjourned. The meeting was adjourned at 7:31 pm.

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*John J. Lupino, Chairman*

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*Susan Beals, Secretary*

*Next GCC Board of  
Trustees Regular Meeting*

Tuesday, August 31, 2021 at 6:30 pm – Upper Level of the Lindquist Student and Conference Center.