

# Mott Community College Board of Trustees

Regular Meeting  
Monday, January 25, 2010  
Applewood Café  
Prah College Center

## AGENDA

“The mission of Mott Community College is to provide high quality, accessible and affordable educational opportunities and services—including programs focused on university transfer, technical and lifelong learning, as well as workforce and economic development—that promote student success, individual development, and improve the overall quality of life in a multicultural community. ”

Board of Trustees  
Charles Stewart Mott Community College  
Regular Meeting, January 25, 2010  
Volume 41

AGENDA

- I. CALL TO ORDER
- II. ADDITIONS TO THE AGENDA
- III. ADOPTION OF THE AGENDA
- IV. SPECIAL PRESENTATIONS
- 2009-10 Budget Amendments  
- Larry Gawthrop, Chief Financial Officer
- V. COMMUNICATIONS
- VI. COMMENTS FROM THE PUBLIC
- VII. APPROVAL OF MINUTES
- Approval of Regular Meeting Minutes of December 21, 2009 67-67g
- VIII. INFORMATIONAL REPORTS
- Acceptance of Standing Board Committee Reports:
1. Personnel (Turner, Bettendorf, Joseph)
2. Finance (Koegel, Everman, Snell)
3. Policy (Joseph, Snell, Turner)
- IX. UNFINISHED BUSINESS
- 1.29 Amendments to Board Policy Section 7000 (Students) 82
- 1.30 Amendments to Board Policy Section 8000 (Public, Organizational,  
Governmental and Media Relations) 83
- X. NEW BUSINESS
- Consent Agenda:
- 1.31 Treasurer's Report for December 2009 84-89
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	4.07 Comments from Board Members	
XIII.	EXECUTIVE SESSION	
XIV.	ADJOURNMENT	

FOR ACTION

Board of Trustees  
Charles Stewart Mott Community College  
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Volume 41

1.29 Amendments to Board Policy Section 7000 (Students)

The Board Policy Committee is responsible for the drafting of new policies as well as review and revision of existing policies as needed, in consultation with the President.

The Committee has conducted a thorough and extensive review of Section 7000 of the Manual, and has prepared a revised version of the Section to be brought forth before the full Board for approval and ratification, in accordance with Board policy.

On the basis of the preceding information, the following resolution is recommended.

Be it Resolved, That

The Charles Stewart Mott Community College Board of Trustees

Accepts the recommendation of the Policy Committee to amend Section 7000 of the Board Policy Manual, as detailed in the supplemental documentation provided.

Reviewed and Submitted By:



Sally Shaheen Joseph, Policy Committee Chair

Date: December 14, 2009

Board Policy Statement Reference: 1800 – Policy Development

General: The Board shall review its policies and shall delete, amend, and supplement existing policies, and/or adopt new policies, as necessary.

FOR ACTION

Board of Trustees  
 Charles Stewart Mott Community College  
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1.30 Amendments to Board Policy Section 8000 (Public, Organizational, Governmental, and Media Relations)

The Board Policy Committee is responsible for the drafting of new policies as well as review and revision of existing policies as needed, in consultation with the President.

The Committee has conducted a thorough and extensive review of Section 8000 of the Manual, and has prepared a revised version of the Section to be brought forth before the full Board for approval and ratification, in accordance with Board policy.

On the basis of the preceding information, the following resolution is recommended.

Be it Resolved, That

The Charles Stewart Mott Community College Board of Trustees

Accepts the recommendation of the Policy Committee to amend Section 8000 of the Board Policy Manual, as detailed in the supplemental documentation provided.

Reviewed and Submitted By:



Sally Shaheen Joseph, Policy Committee Chair

Date: December 14, 2009

Board Policy Statement Reference: 1800 – Policy Development

General: The Board shall review its policies and shall delete, amend, and supplement existing policies, and/or adopt new policies, as necessary.

FOR ACTION

Board of Trustees  
Charles Stewart Mott Community College  
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1.31 Treasurer's Report for December 2009

This resolution is recommended.

Be it Resolved, That

The Charles Stewart Mott Community College Board of Trustees

Accepts the financial report of the College for the month of December 2009 as presented by the Administration.

Reviewed and Submitted By:

  
\_\_\_\_\_  
Lawrence A. Gawthrop, Chief Financial Officer

Date: January 25, 2010

Board Policy Statement Reference: 3100 – Budget Adoption

General: The annual budget represents the programmatic direction and vision of the College. It is also designed to meet both the legal requirements and needs of the College.

# December Treasurer's Report

Lawrence A. Gawthrop, CPA  
Chief Financial Officer

January 25, 2010

## Summary of Expenditures:

Month of December Spending:

General Fund:	\$	5,122,176
All Other Funds:	\$	5,746,839
		-----
Total:	\$	10,869,015
		=====

## Comments on General Fund Financial Statements:

- **Statement of Revenues, Expenditures and Changes in Net Assets**

In summary, total revenues for the six-month period ended December 31, is approximately \$43.2 million, representing 60.8% of the annual budget. This is 7.2% ahead of last year at this time, when we had recognized 53.6% of budgeted revenues which totaled \$38.6 million. Expenditures year-to-date were at \$29.5 million dollars, which represents 41.6% of the annual budget. This is 4.2% higher than last year at this time when compared to the previous year's budget.

### **Revenues**

**Tuition and fee** revenues are \$26.9 million for the six months ended, an increase of \$5.4 million from last year at this time. This positive variance is mainly due to credit-side enrollment figures for summer, fall, and winter being significantly higher than last year. In addition, the walk-in winter enrollment began the same time as on-line enrollment this year, rather than 10 days later coupled with a 4.3% increase in the tuition rates. The complete winter enrollment picture and revenue impact will not be fully known until January 20<sup>th</sup> when the final drop/add date for any refunds takes place.

**Property taxes** are \$10.5 million through December, and are on pace with the budgeted amounts. We have budgeted a \$936,000 decrease in total tax collections for the year based on the final taxable value figures provided to us from the Genesee County Equalization Department.

*State appropriations* payments for FY2009-10 are paid in monthly installments starting with October. The total budgeted amount for the current year is \$15.0 million based on the same funding levels of from the prior year. We received our regularly scheduled payment as scheduled.

### Expenditures

*Salaries and wages* total \$17.0 million for the six months ended December 31, up approximately \$2.0 million when compared to the previous year. As mentioned in the previous Treasurer's Reports, this increase is due to the effects of the implementation of Faculty Assignment in Datatel, salary increases effective July 1, and the increase in section offerings in the fall 2009 semester. *Fringe benefit* expenses at approximately \$6.5 million are \$220 thousand higher than when compared to last year due to the factors described above.

### Other Expenditures

The most significant changes in the Other Expenses area were increases of approximately \$146 thousand in *Contracted Services*, an \$85 thousand increase in *Materials and Supplies*, and a \$167 increase in *Operations/Communications* line items mainly due to the increase in our summer and fall enrollments.

- **Balance Sheet**

*Total Assets* were at approximately \$26 million, compared with \$22.2 million at the same time one year ago. The largest differences were comprised of a \$10.5 million decrease in *Short-term investments* due to a change in moving our deposits to a higher interest yielding and fully federally insured product; a decrease of \$582 thousand in *Due from other funds*, a \$7.7 million increase *Cash and cash equivalents* and a \$7.4 million increase in *Accounts receivable* resulting in a total net increase of \$3.8 million. The *Accounts Receivable* increase is a direct result of the additional *Tuition and fee* activity that occurred in November and December.

At \$5.6 million, *Total Liabilities* are up approximately \$1.7 million from last year's December balance. There was an increase of approximately \$961 thousand in *Accrued payroll and related liabilities* a \$169 thousand increase in *Accounts payable*, and a \$447 thousand increase in *Accrued termination pay*. The Accrued payroll and related liabilities increase was the effect of the implementation of the Faculty Assignment in Datatel. The increase in accounts payable was due to timing of the processing of accounts payable and the increase in the accrued termination pay was the result of the actuarial computation completed at our fiscal year-end.

### ***“Due to” and “Due from”***

The College maintains one checking account for all of its funds; deposits and disbursements. This necessitates the short-term “loaning” or “borrowing” between the funds throughout the year depending on which funds revenue or expenditures are being deposited or paid out. Each month the accounting department clears these *“due to’s”* and *“due from’s”* respectively assigning the activity to the proper fund. However, significant activity can occur after these transfers are completed, causing large variances when compared to the previous 12 month period. This is the case in the current month and the reason for the \$582 thousand decrease in this inter-fund activity.

### **Comments on spending from other funds:**

- Of the \$5.7 million spent in the other funds, \$753 thousand was spent out of the *Maintenance and Replacement Fund* and *Bond Issue 2008 fund* for capital improvements and the remaining \$5 million out of the *Agency, Scholarships, and Federal Grants*, for grant activities and student scholarships.

**Mott Community College**  
**General Fund**  
**Statement of Revenues, Expenditures and Changes in Net Assets**  
**For the 6 Months Ended December 31, 2009**  
**With Comparative Totals at December 31, 2008**

	FY 2009-2010 Budget	YTD Actuals as of 12/31/09	YTD Actuals as of 12/31/08	Actual to Actual \$ Change	Actual to Actual % Change
<b>Revenues:</b>					
Tuition and fees	\$ 28,800,574	\$ 26,890,685	\$ 21,450,661	\$ 5,440,024	20.23%
Property taxes	23,500,000	10,516,826	11,077,353	(560,527)	-5.33%
State appropriations	14,995,200	4,224,920	4,241,262	(16,342)	-0.39%
Ballenger trust	1,740,000	861,551	917,471	(55,920)	-6.49%
Grants and other	1,932,413	683,438	949,267	(265,829)	-38.90%
<b>Total revenues</b>	<b>70,968,187</b>	<b>43,177,420</b>	<b>38,636,014</b>	<b>4,541,406</b>	<b>10.52%</b>
<b>Expenditures:</b>					
Salaries and wages	37,523,512	17,034,812	15,025,819	2,008,993	11.79%
Fringe benefits	14,971,747	6,474,404	6,270,169	204,235	3.15%
Contracted services	4,658,652	1,751,805	1,604,979	146,826	8.38%
Materials and supplies	2,136,895	947,962	862,563	85,399	9.01%
Facilities rent	250,150	127,977	100,580	27,397	21.41%
Utilities and insurance	2,799,300	1,039,398	1,081,160	(41,762)	-4.02%
Operations/communications	5,089,153	1,754,671	1,587,445	167,226	9.53%
Transfers	3,270,593	334,144	374,073	(39,929)	-11.95%
Capital outlay	201,000	33,324	14,627	18,697	56.11%
<b>Total expenditures</b>	<b>70,901,002</b>	<b>29,498,497</b>	<b>26,921,415</b>	<b>2,577,082</b>	<b>8.74%</b>
<b>Net increase/(decrease) in net assets</b>	<b>67,185</b>	<b>13,678,923</b>	<b>11,714,599</b>	<b>1,964,324</b>	<b>14.36%</b>

**Mott Community College**  
**General Fund**  
**Balance Sheet**  
**December 31, 2009**  
**With Comparative Totals at December 31, 2008**

	As of December 31 2009	As of December 31 2008	\$ Change
<b>Assets</b>			
Current Assets			
Cash and cash equivalents	\$ 11,298,910	\$ 3,571,871	\$ 7,727,039
Short term investments	2,161	10,539,468	(10,537,307)
Due from (to) other funds	3,266,031	3,847,936	(581,905)
Accounts receivable - net of allowance for uncollectible accounts (\$3,352,965 for 2009 and \$2,773,059 for 2008)	11,343,518	3,948,573	7,394,945
Inventories	50,477	65,158	(14,681)
Prepaid expenses and other assets	106,082	195,539	(89,457)
<b>Total Assets</b>	<b>\$ 26,067,179</b>	<b>\$ 22,168,545</b>	<b>\$ 3,898,634</b>
<b>Liabilities and Net Assets</b>			
Current Liabilities			
Accounts payable	\$ 884,233	\$ 715,311	\$ 168,922
Accrued payroll and related liabilities	1,517,810	556,639	961,171
Deposits held for others	191,392	18,045	173,347
<b>Total Current Liabilities</b>	<b>2,593,435</b>	<b>1,289,995</b>	<b>1,303,440</b>
Accrued termination pay	3,012,506	2,565,725	446,781
<b>Total Liabilities</b>	<b>5,605,941</b>	<b>3,855,720</b>	<b>1,750,221</b>
Net Assets			
Unrestricted	20,461,238	18,312,825	2,148,413
<b>Total Net Assets</b>	<b>20,461,238</b>	<b>18,312,825</b>	<b>2,148,413</b>
<b>Total Liabilities and Net Assets</b>	<b>\$ 26,067,179</b>	<b>\$ 22,168,545</b>	<b>\$ 3,898,634</b>

FOR ACTION

Board of Trustees  
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1.32 New Certificate Program – Art and Design Foundation

The College Professional Study Committee (CPSC) has approved the offering of a new certificate program, Art and Design Foundation, to be offered in the Fine Arts Division. This is a certificate for a student who has completed the first-year foundation classes that are the basis for many programs in art and design.

This Certificate program has been reviewed by the CPSC Curriculum Subcommittee and is presented to the Board.


On the basis of the preceding information, the following resolution is recommended.

Be it Resolved, That

The Charles Stewart Mott Community College Board of Trustees

Adopts the above resolution, New Certificate Program – Art and Design Foundation.

Reviewed and Submitted by:

  
\_\_\_\_\_  
Amy Lee Fugate, Ph.D.  
Vice President, Academic Affairs

Date: January 8, 2010

Board Policy Statement Reference: 6100 – Curriculum

The College's administration, in cooperation with College faculty and staff, will develop curriculum based upon valid educational research which encompasses the philosophy and educational mission of the College, the resources of the College, the needs of the community, and the state of Michigan.

FOR ACTION

Board of Trustees  
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1.33 New Certificate Program – Early Childhood Education Infant & Toddler

The College Professional Study Committee (CPSC) has approved the offering of a new certificate program, Early Childhood Education Infant & Toddler, to be offered in the Social Science Division. There is an increasing need for content specific training in the early care and education field. State and federal requirements are dictating professionals working with children must have age-specific training and course work credits. This has prompted the necessity for additional certification in the Early Childhood Education profession.

This Certificate program has been reviewed by the CPSC Curriculum Subcommittee and is presented to the Board.


On the basis of the preceding information, the following resolution is recommended.

Be it Resolved, That

The Charles Stewart Mott Community College Board of Trustees

Adopts the above resolution, New Certificate Program – Early Childhood Education Infant & Toddler.

Reviewed and Submitted by:

  
 \_\_\_\_\_  
 Amy Lee Fugate, Ph.D.  
 Vice President, Academic Affairs

Date: January 8, 2010

Board Policy Statement Reference: 6100 – Curriculum

The College's administration, in cooperation with College faculty and staff, will develop curriculum based upon valid educational research which encompasses the philosophy and educational mission of the College, the resources of the College, the needs of the community, and the state of Michigan.

FOR ACTION

Board of Trustees  
 Charles Stewart Mott Community College  
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1.34 New Certificate Program – Transportation, Distribution, & Logistics Technology

The College Professional Study Committee (CPSC) has approved the offering of a new certificate program, Transportation, Distribution, & Logistics Technology, to be offered in the Technology Division. This certificate supports a federal grant to develop and deliver comprehensive training programs in Transportation, Distribution and Logistics industry.

This Certificate program has been reviewed by the CPSC Curriculum Subcommittee and is presented to the Board.

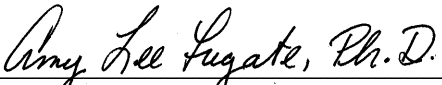
On the basis of the preceding information, the following resolution is recommended.

Be it Resolved, That

The Charles Stewart Mott Community College Board of Trustees

Adopts the above resolution, New Certificate Program – Transportation, Distribution, & Logistics Technology.

Reviewed and Submitted by:

  
 \_\_\_\_\_  
 Amy Lee Fugate, Ph.D.  
 Vice President, Academic Affairs

Date: January 8, 2010

Board Policy Statement Reference: 6100 – Curriculum

The College's administration, in cooperation with College faculty and staff, will develop curriculum based upon valid educational research which encompasses the philosophy and educational mission of the College, the resources of the College, the needs of the community, and the state of Michigan.

FOR ACTION

Board of Trustees  
 Charles Stewart Mott Community College  
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 Volume 41

1.35 New Certificate Program – Welding

The College Professional Study Committee (CPSC) has approved the offering of a new certificate program, Welding, to be offered in the Technology Division. Students will achieve national code-welding skills in a modern workforce environment. In addition, each course will have qualification tests for AWS [American Welding Society] certification. Students passing qualification tests will earn AWS certification in addition to the Welding Certificate from Mott Community College. Many employers in this area are requesting certification and at this time, no other school in Genesee County is offering training of this kind.

This Certificate program has been reviewed by the CPSC Curriculum Subcommittee and is presented to the Board.


On the basis of the preceding information, the following resolution is recommended.

Be it Resolved, That

The Charles Stewart Mott Community College Board of Trustees

Adopts the above resolution, New Certificate Program – Welding.

Reviewed and Submitted by:

  
 \_\_\_\_\_  
 Amy Lee Fugate, Ph.D.  
 Vice President, Academic Affairs

Date: January 8, 2010

Board Policy Statement Reference: 6100 – Curriculum

The College's administration, in cooperation with College faculty and staff, will develop curriculum based upon valid educational research which encompasses the philosophy and educational mission of the College, the resources of the College, the needs of the community, and the state of Michigan.

FOR ACTION

Board of Trustees  
 Charles Stewart Mott Community College  
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1.36 Recognition of Contributions of Ernest W. Hamady

In 1969, the voters of Genesee County chose to expand Flint Junior College into a county-wide community college. The first Board of Trustees was elected that year, and Ernest W. Hamady of Flint was elected to that inaugural Board, and was then elected the Board's first Treasurer.

Mr. Hamady's role in that initial transition to what was to become Mott Community College was essential and has had a long-lasting impact on this institution and community.

A native of Flint and a successful local businessman, Ernest Hamady was a graduate of Central High School, Flint Junior College and Northwestern University. He served honorably in the U.S. Army during World War II, participating in a tank crew during the Battle of the Bulge in December 1944, where he was wounded twice in battle and was awarded two Purple Hearts.

A dedicated community leader, Mr. Hamady worked with many local organizations and served on numerous boards in addition to his tenure as a member of the (then) Genesee Community College Board. These groups include the Bishop International Airport Authority, Genesee Intermediate School District, Meadowbrook Gallery, Goodwill Industries of Mid-Michigan, and John R. Axe & Associates, among others. He provided leadership and guidance as a past president of Kiwanis and the Flint Institute of Arts. Throughout his life, he has been a role model to all those who have had the privilege of coming in contact with him.

With his death on January 14, 2010, the College and community lost a great friend.


On the basis of the preceding information,

Be it Resolved, That

The Charles Stewart Mott Community College Board of Trustees

Expresses its deep appreciation for the accomplishments and contributions Ernest Hamady has made to the College, and extends its sincere sympathy to his family during this time.

Reviewed and Submitted by:

  
 \_\_\_\_\_  
 Lenore Croudy, Chairperson

Date: January 25, 2010

FOR ACTION

Board of Trustees  
Charles Stewart Mott Community College  
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1.37 2009-10 Amended Budgets

At the regular meeting of the Charles Stewart Mott Community College Board of Trustees on June 22, 2009, the Board of Trustees adopted the budgets for the 2009-10 year. In compliance with Public Act 621 of 1978, as amended, known as the Uniform Budgeting and Accounting Act, the Administration has amended the College's budgets to reflect more current estimates of revenues and expenditures.

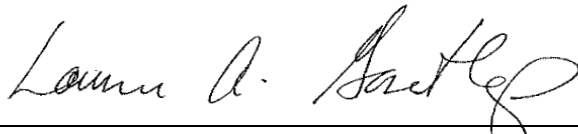
On the basis of the preceding information the following resolution is recommended.

Be it Resolved, That

The Charles Stewart Mott Community College Board of Trustees

Adopts the Budgets as amended for the 2009-10 fiscal year as shown on pages 96-107.

Reviewed and Submitted By:

  
\_\_\_\_\_  
Lawrence A. Gawthrop, Chief Financial Officer

Date: January 15, 2010

Board Policy Statement Reference: 3100 – Budget Adoption

General: The annual budget represents the programmatic direction and vision of the College. It is also designed to meet both the legal requirements and needs of the College.

Policy Statement #3: Budget revisions will be presented for Board action as necessary, but not less than twice a year, in January and June.



# Mott Community College

Lawrence A. Gawthrop, CPA    CM 1026    810-762-0525  
Chief Financial Officer

January 15, 2010

## 2009 – 2010 Budget Amendment

The budgets have been prepared in accordance with generally accepted accounting principles (GAAP) for financial reporting of colleges and universities, and in compliance with the Uniform Budgeting and Accounting Act of 1978 (Public Act 621 as amended). They are presented as required in MCC Board Policy #3100: Budget Adoption, statement #3.

### General Fund (01)

#### Revenues:

**Tuition and Fees** revenue is adjusted upward by \$4.1 million or 14.4% from the June budget. Significant increases in enrollment coupled with the 4.3% tuition increase beginning with the Winter 2010 semester makes up a majority of this increase. The College continues to be aware of the reality of the financial pressures the enrollment increases bring and has made the necessary budgetary provisions to offset this financial impact. Tuition and fees now make up 44% of total budgeted revenues.

**Property Tax** as a revenue source is now 31.4% of the total budget. This amended budget remains unchanged from the original budget, due to the conditions remaining the same related to property tax values. The operating millage rate for FY09-10 is 1.9896 mills unchanged from last year's rate. Overall the budgeted property tax revenues from FY08-09 to 09-10 have been decreased by \$936,000. According to the latest data from the Genesee County Equalization Department, there is a 4% difference between the residential State Equalized Values (SEV) and Taxable Values (TV). This gap one year ago was 13.74% and two years ago 21%. While this gap cushioned the blow of falling property values and resultant tax revenues in past years, the buffer is almost gone. What this means financially is that any real decreases in SEV's will be a real decrease in TV's with an immediate decrease in tax revenues. As stated previously, we are anticipating a \$1.5 million decrease in property tax revenues for the 2010-2011 budget year.

**State Aid.** This year's adjusted State Aid revenue is the same as it was in 2008-2009. The Senate Fiscal Analysts' and the January 2010 Revenue Consensus project shortfalls in the current year and stretching into the year 2011, these shortfalls are expected to be backfilled with Federal stimulus monies. We are anticipating no mid-year cuts in State funding and have been given a preliminary indication that the funding for 2010-2011 year should be consistent with this year. However, after the 2011 fiscal year, the stimulus monies will no longer be available and pose a severe budget gap for the State of Michigan.

Since fiscal year 2001-02, state appropriations have not met budget expectations, a trend causing over a \$9 million negative impact over the past seven years. The adjusted state aid budgeted for this year is approximately equal to the amount received in fiscal year 1998-99 and is actually \$1.1 less

than we received in 2000-2001. State aid as a revenue source now represents 20% of total budgeted revenues.

*The above three major revenue sources **represent 95% of the total budget.***

**The remaining 5% of revenue sources** include investment earnings distributions from the Ballenger Trust fund and Grants and Other income (e.g., rental and auxiliary activities). This line item decreased \$262 thousand mainly due to a reduction in interest income.

Total revenues <b>are approximately \$3.9 million higher than the original 2009-10 budget.</b>
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## General Fund (01) (continued)

### Expenditures:

**Salaries and Wages** as an expenditure category is 53% of the total budget. The Table of Approved Positions provides the number of FTEs that are supported with the budget. **Fringe Benefits** as an expenditure category are 20% of the total expense budget. **Total Salaries, Wages and Fringe Benefits** in total equal 73% of the college's expense budget, within the maximum set by Board Policy. The total dollars and percentages show an increase of about \$1.9 million or 4.9% as compared to the original budget for FY09-10. This increase is due to the substantial increase in enrollment requiring more class section offerings and more adjunct and overload salaries to be paid.

**Contracted Services** as an expenditure category is about 8% of the total budget and represents an increase of about \$1.2 million as compared to the original 2009-10 budget. The majority of the increase is due to the costs associated with the overtime paid in the financial aid department, hiring of consultants in financial aid, and additional faculty/staff support needs in ITS.

**Materials and Supplies and Operations and Communications** as expenditure categories combined is approximately 10% of the total budget. There were upward adjustments of \$294 thousand and \$149 thousand, respectively resulting in the expected cost increases related to our enrollment.

**Transfers** accounts for 5% of the total budget and include Board policy required transfers to our reserves and for annual maintenance and repair projects. The additional \$265 thousand transfer is in addressing the needs to rework the physical space in the lower level of the Prahll College center in order to improve the student services processes which includes, cashiering, registration, financial aid and public safety, as well as, making the necessary fire code updates.

**All other expenditure** categories comprise the remaining 4% of our budget and are not being amended significantly. The total dollar amount of the aggregated adjustments is \$25,100.

**Total expenditures** without transfers are \$3.7 million or 5.2% higher than the original 2008-09 budget, keeping in line with cost containment measures adopted by the college.

The **General Fund Balance** is expected to be \$6.8 million to end this year at June 30, 2010, including an operating surplus of \$10 thousand for the year. The revised ending balance represents 9.1% of the operating budget and is .4% lower than the prior year.

## Designated Fund (02)

Beginning fund balances for each category within the Designated Fund have been updated to reflect audited figures from June 30, 2009. In the Paid Parking and Student Copy Fund, an upward adjustment of \$50 thousand is being made in light of the actual figures at December 31, 2009 being \$43,000 higher than at the same time last year, and a \$475 thousand increase in the capital outlay area for needed repairs. In the Instructional Technology area, an additional \$277 thousand in student fee revenue is being budgeted which is directly attributable to the increase in enrollment. There are no other significant changes to the budget in the Designated Fund, which include in addition to the previously mentioned, Scholarships, Campus Life Enrichment Fund and Clubs (CLEF), and Designated Projects.

## Auxiliary Fund (03)

Major activities in the Auxiliary Fund are Catering, Vending, Bookstore, and Student Computer Lab Pay for Print. A \$35 thousand downward adjustment was made in the vending revenues to reflect the effect the Bear Bistro is anticipated to have on total vending sales and resulting commissions. The net effect to the General Fund from the Auxiliary Fund (03) is a contribution of \$453,440 in revenue.

## Maintenance and Replacement Fund (72)

Expenditures within the fund account for ongoing capital repairs, deferred maintenance items and equipment and technology life cycle funding plans—capital items not eligible for funding from bond proceeds. The beginning fund balance has been adjusted in the amendment to match audited June 30, 2009 figures. The \$300 thousand increase in the transfer from the General Fund (01) reflects the transfer for the lower level Prah College center repairs and renovations.

## Debt Retirement Fund (73)

The only significant change is a \$65 thousand downward adjustment of interest income based on past earnings and current market conditions.

## Building and Site Funds (78 and 82)

**Fund 78** accounts for the building and site fund emergency reserve as required by Board Policy #3930—Fiscal Reserves. The ending fund balance at June 30, 2009 is budgeted to be \$3.0 million. This balance meets the range of 1-3% of the college's depreciated assets.

**Fund 82** accounts for the proceeds from Series 2008 Bonds. The amended budget reflects a change in beginning fund balance to match audited figures, an increase in expected investment earnings and revisions within expenditure line items based on amounts carried over from FY 2008-09. This fund is expected to be fully spent by April 30, 2011.

**MOTT COMMUNITY COLLEGE**  
**General Fund (Fund 01)**  
**Amended Budget**  
**Fiscal Year 2009-2010**

	2009-2010 Initial Budget	2009-2010 Amended Budget	\$ Change	% Change
<b>Beginning Fund Balance:</b>	\$ 6,782,315	\$ 6,782,315	\$ -	0.00%
<b>Revenues:</b>				
Tuition and Fees	28,800,574	32,960,753	4,160,179	14.44%
Property Taxes	23,500,000	23,500,000	-	0.00%
State Appropriations	14,995,200	14,995,200	-	0.00%
Ballenger Trust	1,740,000	1,723,101	(16,899)	-0.97%
Grants and Other	1,932,413	1,686,963	(245,450)	-12.70%
Total Revenues:	<u>\$ 70,968,187</u>	<u>\$ 74,866,017</u>	<u>\$ 3,897,830</u>	<u>5.49%</u>
<b>Expenditures:</b>				
Salaries and Wages	\$ 37,523,512	\$ 39,375,875	\$ 1,852,363	4.94%
Fringe Benefits	14,971,747	15,114,796	143,049	0.96%
Contracted Services	4,658,652	5,884,390	1,225,738	26.31%
Materials and Supplies	2,136,895	2,431,132	294,237	13.77%
Facilities Rent	250,150	250,150	-	0.00%
Utilities and Insurance	2,799,300	2,803,600	4,300	0.15%
Operations/Communications	5,089,153	5,238,430	149,277	2.93%
Transfers	3,270,593	3,535,593	265,000	8.10%
Capital Outlay	201,000	221,800	20,800	10.35%
Total Expenditures:	<u>\$ 70,901,002</u>	<u>\$ 74,855,766</u>	<u>\$ 3,954,764</u>	<u>5.58%</u>
Surplus/(Deficit):	\$ 67,185	\$ 10,251	\$ (56,934)	-84.74%
<b>Ending Fund Balance:</b>	\$ 6,849,500	\$ 6,792,566	\$ (56,934)	-0.83%
<b>LAPEER*</b>				
<b>Beginning Fund Balance:</b>	\$ 3,459,120	\$ 4,460,879	\$ 1,001,759	28.96%
<b>Revenues:</b>				
Tuition and Fees	\$ 2,240,104	\$ 2,722,869	\$ 482,765	21.55%
Grants and Other	156,400	160,000	3,600	2.30%
Total Revenues:	<u>\$ 2,396,504</u>	<u>\$ 2,882,869</u>	<u>\$ 486,365</u>	<u>20.29%</u>
<b>Expenditures:</b>				
Salaries and Wages	\$ 773,003	\$ 773,003	\$ -	0.00%
Fringe Benefits	229,842	229,842	-	0.00%
Contracted Services	81,000	81,000	-	0.00%
Materials and Supplies	15,300	15,300	-	0.00%
Rent, Utilities and Insurance	60,000	60,000	-	0.00%
Operations/Communications	29,600	29,600	-	0.00%
Transfers to Building & Site	150,000	150,000	-	0.00%
Capital Outlay	56,000	56,000	-	0.00%
Total Expenditures:	<u>\$ 1,394,745</u>	<u>\$ 1,394,745</u>	<u>\$ -</u>	<u>0.00%</u>
Surplus/(Deficit):	\$ 1,001,759	\$ 1,488,124	\$ 486,365	48.55%
<b>Ending Fund Balance:</b>	\$ 4,460,879	\$ 5,949,003	\$ 1,488,124	33.36%

(continued)

	<b>2009-2010 Initial Budget</b>	<b>2009-2010 Amended Budget</b>	<b>\$ Change</b>	<b>% Change</b>
<b>LIVINGSTON REGIONAL M-TEC*</b>				
<b>Beginning Fund Balance:</b>	\$ -	\$ -	\$ -	0.00%
<b>Revenues:</b>				
Tuition and Fees	\$ 581,500	\$ 614,500	\$ 33,000	5.67%
Grants and Other	119,450	119,450	-	0.00%
<b>Total Revenues:</b>	<b>\$ 700,950</b>	<b>\$ 733,950</b>	<b>\$ 33,000</b>	<b>4.71%</b>
<b>Expenditures:</b>				
Salaries and Wages	\$ 94,868	\$ 126,517	\$ 31,649	33.36%
Fringe Benefits	39,565	41,399	1,834	4.64%
Contracted Services	232,700	262,400	29,700	12.76%
Materials and Supplies	84,325	84,325	-	0.00%
Operations/Communications	41,250	41,250	-	0.00%
<b>Total Expenditures:</b>	<b>\$ 492,708</b>	<b>\$ 555,891</b>	<b>\$ 63,183</b>	<b>12.82%</b>
<b>Surplus/(Deficit):</b>	<b>\$ 208,242</b>	<b>\$ 178,059</b>	<b>\$ (30,183)</b>	<b>100.00%</b>
<b>Ending Fund Balance:</b>	<b>\$ 208,242</b>	<b>\$ 178,059</b>	<b>\$ (30,183)</b>	<b>100.00%</b>

	<b>2009-2010 Initial Budget</b>	<b>2009-2010 Amended Budget</b>	<b>\$ Change</b>	<b>% Change</b>
<b>LAPEER CORPORATE SERVICES *</b>				
<b>Beginning Fund Balance:</b>	\$ -	\$ -	\$ -	0.00%
<b>Revenues:</b>				
Tuition and Fees	\$ 222,000	\$ 237,000	\$ 15,000	6.76%
Grants and Other	2,500	2,500	-	0.00%
<b>Total Revenues:</b>	<b>\$ 224,500</b>	<b>\$ 239,500</b>	<b>\$ 15,000</b>	<b>6.68%</b>
<b>Expenditures:</b>				
Salaries and Wages	\$ 56,000	\$ 57,501	\$ 1,501	2.68%
Fringe Benefits	18,797	16,005	(2,792)	-14.85%
Contracted Services	80,517	107,517	27,000	33.53%
Materials and Supplies	19,500	25,100	5,600	28.72%
Operations/Communications	6,050	6,350	300	4.96%
<b>Total Expenditures:</b>	<b>\$ 180,864</b>	<b>\$ 212,473</b>	<b>\$ 31,609</b>	<b>17.48%</b>
<b>Surplus/(Deficit):</b>	<b>\$ 43,636</b>	<b>\$ 27,027</b>	<b>\$ (16,609)</b>	<b>-38.06%</b>
<b>Ending Fund Balance:</b>	<b>\$ 43,636</b>	<b>\$ 27,027</b>	<b>\$ (16,609)</b>	<b>-38.06%</b>

\* Lapeer, Livingston, and Lapeer Corporate Services budgets are parts of the General Fund budget

**MOTT COMMUNITY COLLEGE**  
**Designated Fund (Fund 02)**  
**Amended Budget**  
**Fiscal Year 2009-2010**

	<u>2009-2010 Initial Budget</u>	<u>2009-2010 Amended Budget</u>	<u>\$ Change</u>	<u>% Change</u>
<b>Scholarships:</b>				
<b>Beginning Fund Balance:</b>	\$ -	\$ -	\$ -	0.00%
Revenues:				
Mott Memorial Building Rentals	\$ 110,307	\$ 110,307	\$ -	0.00%
Transfers from General Fund	402,393	367,393	(35,000)	-9.53%
Transfer from Bruin Club	60,000	60,000	-	0.00%
Total Revenues:	<u>\$ 572,700</u>	<u>\$ 537,700</u>	<u>\$ (35,000)</u>	<u>-6.51%</u>
Expenditures:				
Athletic Scholarships	\$ 130,700	\$ 130,700	\$ -	0.00%
Trustee Scholarships	172,000	172,000	-	0.00%
Senior Citizens Scholarships	160,000	160,000	-	0.00%
Presidential Scholarships	70,000	35,000	(35,000)	-100.00%
Honors Scholarships	40,000	40,000	-	0.00%
Total Expenditures:	<u>\$ 572,700</u>	<u>\$ 537,700</u>	<u>\$ (35,000)</u>	<u>-6.51%</u>
Surplus/(Deficit):	\$ -	\$ -	\$ -	0.00%
<b>Ending Fund Balance:</b>	\$ -	\$ -	\$ -	0.00%
<b>Paid Parking and Student Copy machines:</b>				
<b>Beginning Fund Balance:</b>	\$ 669,871	\$ 659,570	\$ (10,301)	-1.56%
Revenues:				
Paid Parking Fees	\$ 135,000	\$ 185,000	\$ 50,000	27.03%
Student copy machine fees	6,000	6,000	-	0.00%
Total Revenues:	<u>\$ 141,000</u>	<u>\$ 191,000</u>	<u>\$ 50,000</u>	<u>26.18%</u>
Expenditures:				
Contracted Services	\$ -	-	\$ -	0.00%
Maintenance Agreement-Security	-	-	-	0.00%
Capital Outlay	25,000	500,000	475,000	95.00%
Total Expenditures:	<u>\$ 25,000</u>	<u>\$ 500,000</u>	<u>\$ 475,000</u>	<u>95.00%</u>
Surplus/(Deficit):	\$ 116,000	\$ (309,000)	\$ (425,000)	137.54%
<b>Ending Fund Balance:</b>	\$ 785,871	\$ 350,570	\$ (435,301)	-124.17%
<b>Campus Life Enrichment Fund (CLEF) and Student Clubs:</b>				
<b>Beginning Fund Balance:</b>	\$ 277,958	\$ 355,776	\$ 77,818	21.87%
Revenues:				
Student Activity Fees	\$ 164,630	\$ 185,000	\$ 20,370	11.01%
Miscellaneous Revenues	55,000	55,000	-	0.00%
Total Revenues:	<u>\$ 219,630</u>	<u>\$ 240,000</u>	<u>\$ 20,370</u>	<u>8.49%</u>
Expenditures:				
CLEF Allocations	\$ 193,000	\$ 193,000	\$ -	0.00%
Club Activities	70,000	70,000	-	0.00%
Total Expenditures:	<u>\$ 263,000</u>	<u>\$ 263,000</u>	<u>\$ -</u>	<u>0.00%</u>
Surplus/(Deficit):	\$ (43,370)	\$ (23,000)	\$ (20,370)	88.57%
<b>Ending Fund Balance:</b>	\$ 234,588	\$ 332,776	\$ 98,188	29.51%

(continued)

	<u>2009-2010 Initial Budget</u>	<u>2009-2010 Amended Budget</u>	<u>\$ Change</u>	<u>% Change</u>
<b>Instructional Technology:</b>				
<b>Beginning Fund Balance:</b>	\$ -	\$ -	\$ -	0.00%
Revenues:				
Student Fees	\$ 1,333,200	\$ 1,610,202	\$ 277,002	20.78%
Total Revenues:	<u>\$ 1,333,200</u>	<u>\$ 1,610,202</u>	<u>\$ 277,002</u>	<u>20.78%</u>
Expenditures:				
Instructional Technology Support	\$ 50,000	\$ 50,000	\$ -	0.00%
Transfers to Maint./Repl. Fund	1,283,200	1,560,202	277,002	21.59%
Total Expenditures:	<u>\$ 1,333,200</u>	<u>\$ 1,610,202</u>	<u>\$ 277,002</u>	<u>20.78%</u>
Surplus/(Deficit):	\$ -	\$ 0	\$ 0	0.00%
<b>Ending Fund Balance:</b>	\$ -	\$ 0	\$ 0	0.00%

**Designated Projects:**

<b>Beginning Fund Balance:</b>	\$ 893,703	\$ 891,657	\$ (2,046)	-0.23%
Revenues:				
Pierce Community Activity Fund	\$ 3,200	\$ 3,200	\$ -	0.00%
Rainy Day Fund Transfer	-	-	-	0.00%
Total Revenues:	<u>\$ 3,200</u>	<u>\$ 3,200</u>	<u>\$ -</u>	<u>0.00%</u>
Expenditures:				
Pierce Community Activity Fund	\$ 2,000	\$ 2,000	-	0.00%
Total Expenditures:	<u>\$ 2,000</u>	<u>\$ 2,000</u>	<u>\$ -</u>	<u>0.00%</u>
Surplus/(Deficit):	\$ 1,200	\$ 1,200	\$ -	0.00%
<b>Ending Fund Balance:</b>	\$ 894,903	\$ 892,857	\$ (2,046)	-0.23%

**MOTT COMMUNITY COLLEGE**  
**Auxiliary Fund (Fund 03)**  
**Amended Budget**  
**Fiscal Year 2009-2010**

	<b>2009-10 Initial Budget</b>	<b>2009-10 Amended Budget</b>	<b>\$ Change</b>	<b>% Change</b>
<b>Beginning Fund Balance:</b>	\$ -	\$ -	\$ -	\$ -
<b>Revenues:</b>				
Catering	200,000	237,500	37,500	18.75%
Vending	120,000	75,000	(45,000)	-37.50%
Pay Phones	900	500	(400)	-44.44%
Bookstore Commissions	350,000	425,000	75,000	21.43%
Student Computer Lab	19,500	32,000	12,500	64.10%
Lapeer Campus Auxiliary	2,100	2,100	-	0.00%
Total Revenues:	<u>\$ 692,500</u>	<u>\$ 772,100</u>	<u>\$ 79,600</u>	<u>11.49%</u>
<b>Expenditures:</b>				
Catering	210,000	257,500	47,500	22.62%
Bookstore Overhead	39,500	39,500	-	0.00%
Student Computer Lab	16,000	20,000	4,000	25.00%
Lapeer Campus Auxiliary	1,300	1,300	-	0.00%
Pay Pal	650	360	(290)	-44.62%
Transfers to General Fund	425,050	453,440	28,390	6.68%
Total Expenditures:	<u>\$ 692,500</u>	<u>\$ 772,100</u>	<u>\$ 79,600</u>	<u>11.49%</u>
Surplus/(Deficit):	\$ -	\$ -	\$ -	0.00%
<b>Ending Fund Balance:</b>	\$ -	\$ -	\$ -	0.00%

**MOTT COMMUNITY COLLEGE**  
**Maintenance and Replacement Fund (Fund 72)**  
**Amended Budget**  
**Fiscal Year 2009-2010**

	<u>2009-2010 Initial Budget</u>	<u>2009-2010 Amended Budget</u>	<u>\$ Change</u>	<u>% Change</u>
<b>Beginning Fund Balance:</b>	\$ 3,885,878	\$ 11,207,951	\$ 7,322,073	188.43%
<b>Revenues:</b>				
Transfer from General Fund	\$ 2,715,000	\$ 3,015,000	\$ 300,000	11.05%
Transfer from Designated Fund(Tech Fee)	1,283,200	1,560,202	277,002	21.59%
Investment Income	110,000	16,000	(94,000)	-85.45%
Total Revenues:	<u>\$ 4,108,200</u>	<u>\$ 4,591,202</u>	<u>\$ 483,002</u>	<u>11.76%</u>
<b>Expenditures:</b>				
RTC Equipment	\$ -	\$ 155,660	\$ 155,660	0.00%
Vocational Education Equipment	407,000	406,658	(342)	-0.08%
Instructional Equipment	-	42,407	42,407	0.00%
Vehicle Replacement	60,000	121,724	61,724	102.87%
Technology Replacement/Upgrade	402,900	2,533,745	2,130,845	528.88%
Technology Fee Equipment	1,283,200	3,425,119	2,141,919	166.92%
Facilities Master Plan	1,240,100	2,742,310	1,502,210	121.14%
Other Maintenance Projects	515,000	1,901,434	1,386,434	269.21%
Transfer to 79 Fund	-	-	-	0.00%
Emergency Fund	-	85,408	85,408	0.00%
Total Expenditures:	<u>\$ 3,908,200</u>	<u>\$ 11,414,465</u>	<u>\$ 7,506,265</u>	<u>192.06%</u>
Surplus/(Deficit):	\$ 200,000	\$ (6,823,263)	\$ (7,023,263)	-3511.63%
<b>Ending Fund Balance:</b>	\$ 4,085,878	\$ 4,384,688	\$ 298,810	7.31%

**MOTT COMMUNITY COLLEGE**  
**Debt Retirement Funds (Fund 73)**  
**Amended Budget**  
**Fiscal Year 2009-2010**

	<b>2009-10 Initial Budget</b>	<b>2009-10 Amended Budget</b>	<b>\$ Change</b>	<b>% Change</b>
	\$ 2,386,297	\$ 2,535,385	\$ 149,088	5.88%
<b>Revenues:</b>				
Property Taxes	\$ 8,224,865	\$ 8,224,865	\$ -	0.00%
Interest Income	70,000	5,000	(65,000)	-1300.00%
Bond Premium	150,295	150,295	-	0.00%
	<u>\$ 8,445,160</u>	<u>\$ 8,380,160</u>	<u>\$ (65,000)</u>	<u>-0.78%</u>
<b>Expenditures:</b>				
Administrative Fees	\$ 3,500	\$ 3,500	-	0.00%
Retirement of Indebtedness	6,375,000	6,375,000	-	0.00%
Interest on Indebtedness	2,896,670	2,896,670	-	0.00%
Debt Collection Fee	1,000	1,000	-	0.00%
Bond Discount	179,169	179,169	-	0.00%
	<u>\$ 9,455,339</u>	<u>\$ 9,455,339</u>	<u>\$ -</u>	<u>0.00%</u>
Surplus/(Deficit):	\$ (1,010,179)	\$ (1,075,179)	\$ (65,000)	6.05%
<b>Ending Fund Balance:</b>	\$ 1,376,118	\$ 1,460,206	\$ 84,088	5.76%

**MOTT COMMUNITY COLLEGE**  
**Building and Site Funds (Funds 78, 82)**  
**Amended Budget**  
**Fiscal Year 2009-2010**

	<u>2009-10 Initial Budget</u>	<u>2009-10 Amend Budget</u>	<b>Change: \$</b>	<b>Change: %</b>
<b>Fund 78 - Building &amp; Site Reserve Fund</b>				
<b>Beginning Fund Balance:</b>	\$ 3,028,907	\$ 3,029,960	\$ 1,053	0.03%
<b>Revenues:</b>				
Board Policy #3930 Transfer from Fund 01	\$ -	\$ -	\$ -	0.00%
Investment Income	45,000	5,000	(40,000)	-88.89%
<b>Total Revenues:</b>	<u>\$ 45,000</u>	<u>\$ 5,000</u>	<u>\$ (40,000)</u>	<u>-88.89%</u>
<b>Expenditures:</b>				
	\$ -	\$ -	\$ -	0.00%
	-	-	-	0.00%
<b>Total Expenditures:</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>0.00%</u>
<b>Surplus/(Deficit):</b>	\$ 45,000	\$ 5,000	\$ (40,000)	-88.89%
<b>Ending Fund Balance:</b>	\$ 3,073,907	\$ 3,034,960	\$ (38,947)	-1.27%
<b>Fund 82 - Series 2008 Bonds</b>				
<b>Beginning Fund Balance:</b>	\$ -	\$ 9,351,254	\$ 9,351,254	0.00%
<b>Revenues:</b>				
Proceeds from Series 2008 Bond Sale	\$ -	\$ -	\$ -	0.00%
Interest Income	100,000	95,000	(5,000)	-5.00%
<b>Total Revenues:</b>	<u>\$ 100,000</u>	<u>\$ 95,000</u>	<u>\$ (5,000)</u>	<u>-5.00%</u>
<b>Expenditures:</b>				
Bond Project Costs	\$ 100,000	\$ 9,446,254	9,346,254	9346.25%
Bond Issuance Cost	-	-	-	0.00%
	-	-	-	0.00%
<b>Total Expenditures:</b>	<u>\$ 100,000</u>	<u>\$ 9,446,254</u>	<u>\$ 9,346,254</u>	<u>9346.25%</u>
<b>Surplus/(Deficit):</b>	\$ -	\$ (9,351,254)	\$ (9,351,254)	0.00%
<b>Ending Fund Balance:</b>	\$ -	\$ -	\$ -	0.00%

FIRST READING

Board of Trustees  
Charles Stewart Mott Community College  
Regular Meeting, January 25, 2010  
Volume 41

1.38 Amendments to Board Policy Section 1005 (Definitions)

The Board Policy Committee is responsible for the drafting of new policies as well as the review and revision of existing policies as needed, in consultation with the President.

Following the Committee's review of all Board policies, several terms were identified as requiring definition and/or clarification. As these definitions will be included in the designated policy, Section 1005 of the Manual, they must be brought forth before the full Board for approval and ratification, in accordance with Board policy.

On the basis of the preceding information, the following resolution is recommended.

Be it Resolved, That

The Charles Stewart Mott Community College Board of Trustees

Accepts the recommendation of the Policy Committee to amend Section 1005 of the Board Policy Manual, as detailed in the supplemental documentation provided.

Reviewed and Submitted By:



Sally Shaheen Joseph, Policy Committee Chair

Date: January 19, 2010

Board Policy Statement Reference: 1800 – Policy Development

General: The Board shall review its policies and shall delete, amend, and supplement existing policies, and/or adopt new policies, as necessary.

President's Report  
 Regular Board of Trustees Meeting  
 January 25, 2010

1. Executive Summary
2. Introduction of New Hires
3. Upcoming Dates:

February 15, 2010	Policy Committee @ 3:00 p.m. in CM1019
February 17, 2010	Finance/Audit Committee @ 12:00 noon in CM1019
	Personnel Committee @ 4:00 p.m. in CM1019
February 20, 2010	GDL Black History Month Brunch @ 10 a.m., Genesys Conference Center
February 22, 2010	Regular Board Meeting, Location TBA
March 12-13, 2010	MCCA Spring Board of Directors Meeting, Mott Community College
March 13, 2010	NAACP Freedom Fund Dinner @ 6 p.m., Holiday Inn Gateway Centre
March 17, 2010	Finance/Audit Committee @ 12:00 noon in CM1019
	Personnel Committee @ 4:00 p.m. in CM1019
March 22, 2010	Regular Board Meeting, Location TBA
April 15, 2010	Distinguished Alumni Program, 5:30 p.m., location TBD
April 21, 2010	Finance/Audit Committee @ 12:00 noon in CM1019
	Personnel Committee @ 4:00 p.m. in CM1019
April 26, 2010	Regular Board Meeting, Location TBA
May 12, 2010	Finance/Audit Committee @ 12:00 noon in CM1019
	Personnel Committee @ 4:00 p.m. in CM1019
May 17, 2010	Regular Board Meeting, Location TBA
June 23, 2010	Finance/Audit Committee @ 12:00 noon in CM1019
	Personnel Committee @ 4:00 p.m. in CM1019
June 28, 2010	Regular Board Meeting, Location TBA