

LANSING COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
January 21, 2014

**Regular Meeting**  
Adopted Meeting Minutes

## **Call to Order**

The meeting was called to order at 6:08 p.m.

## **Roll Call**

Present: Canja, Hidalgo, Hollister, Proctor, Smith, Woods, Meyer  
Absent: None

## **Pledge of Allegiance**

Trustee Smith led the Pledge of Allegiance.

## **Approval of Minutes**

IT WAS MOVED by Trustee Canja and supported by Trustee Hollister that the minutes of the December 16, 2014 Regular Board of Trustees meeting be adopted.

Roll call vote:

Ayes: Canja, Hidalgo, Hollister, Proctor, Smith, Woods, Meyer  
Nays: None  
Absent: None

The motion carried.

## **Additions/Deletions to the Agenda**

There were no additions or deletions to the agenda.

## **Limited Public Comment Regarding Agenda Items**

There were no public comments regarding agenda items.

## **PRESIDENT'S REPORT**

### **Informational**

President Knight presented the January 2014 President's report to the Board. A copy of this report is on the LCC website.

[http://www.lcc.edu/trustees/presidents\\_reports](http://www.lcc.edu/trustees/presidents_reports)

### **Informational – 2014-15 Course Fee Recommendations**

The 2014-15 course fee recommendations were presented to the Board for information.

### **Informational - Monthly Financial Statements**

Lisa Webb Sharpe presented the following Monthly Financial Statements:

1. Statement & Summary as of December 31, 2013 includes:
  - a. Operating and Capital Budgets
  - b. Operating Detail Budgets
  - c. Statement of Net Assets
  - d. Statement of Revenue, Expenses and Changes in Net Assets
  - e. Plant Funds Statement of Resources and Allocations
  - f. Capital Projects Monthly Reporting
  - g. Vendor Payments > \$10,000 for December 2013
  - h. LCC Card Vendor Payments > \$10,000 for December 2013
  - i. Investment Accounts Schedule as of December 31, 2013
  - j. Cash Contributions for the quarter ended 12/31/2013
  - k. Board of Trustees Non-Labor Expenses – Summary and Detail
  - l. Revenue and Expense Account Definitions
  - m. Asset, Liability and Net Asset Account Definitions
  - n. Organization/Division Crosswalk
  - o. Glossary

### **Informational – Monthly Student Success**

Dr. Richard Prystowsky presented the Monthly Student Success Report and gave an overview of the Black History Month activities.

### **Informational – Over 100K Board Report**

Lisa Webb Sharpe presented the Over 100K Board Report.

### **Informational – Trio Student Support Services Program Presentation**

Mecha Crockett gave an overview on how the Trio program helps students succeed in higher education.

LCC students, (Marsha Morrow, Lydia Myers, Bernard Redmond and Telicia Patrick), who are a part of the Trio Program, spoke to the Board about how instrumental the program has been in helping them achieve their educational goals and how the support provided by Trio student services changed their lives.

## Action Items – Consent Agenda

There were no Consent Agenda Items.

## Chairman, Committee and Board Member Reports

### Committee Reports – Foundation Board Update

Trustee Smith gave the following Foundation Board Update:

- Moving Day is Almost Here – Construction on the new Foundation offices are nearly completed. They are confirming a moving date. Furnishings, signage, technology and late arriving items will not be completed until mid-February. In addition to offices for the executive director, scholarship coordinator, alumni manager and data entry specialist, the suite includes a conference room that can seat 20, a large workroom and 3 additional workstations. The LCC Foundation office will be on the 2nd floor of Washington Court Place (WCP), 309 N. Washington Square. They will have a formal open house at a later date.
- Nominations for the 2014 LCC Distinguished Alumni Award Are Now Being Accepted
- The online giving module increases gifts to the foundation and allows donors to give at their convenience. This module allowed donors to make last minute decisions with the convenience of making a gift online. The Foundation received its last gift for 2013 on December 31 at 8:16 pm. The electronic store has benefitted the Foundation in numerous ways.
- The online scholarship module continues performing well. Application deadline is January 30. Awarding of scholarships will be greatly facilitated by the module. Soon the Foundation will be moving onto the next phase of online evaluations.

## Unfinished Business

There was no Unfinished Business.

## Closed Session

IT WAS MOVED by Trustee Smith and supported by Trustee Hidalgo that the Board go into closed session for the purpose of discussing the purchase, sale or lease of real property.

Roll call vote:

Ayes: Canja, Hidalgo, Hollister, Proctor, Smith, Woods, Meyer

Nays: None

Absent: None

The motion carried.

The Board entered into closed session at 7:24 p.m.

The Board returned to open session at 8:50 p.m.

Roll call:

Present: Canja, Hidalgo, Proctor, Woods, Meyer

Absent: Hollister, Smith

## Public Comment

There were no public comments.

## Board Comments

There were no Board comments.

## Adjournment

IT WAS MOVED by Trustee Woods and supported by Trustee Proctor that the meeting be adjourned.

Ayes: Canja, Hidalgo, Hollister, Proctor, Smith, Woods, Meyer

Nays: None

Absent: None

The motion was carried.

The meeting adjourned at 8:55 p.m.

Submitted,



Administrative Assistant to the Board  
Benita Duncan