



LANSING COMMUNITY COLLEGE
BOARD OF TRUSTEES
April 21, 2025

Regular Meeting
Adopted Meeting Minutes

Call to Order

The meeting was called to order at 6:01 p.m.

Roll Call

Present: Garcia, Lovell, Mathews, Proctor, Taylor, Thomas
Absent: Frazier

Pledge of Allegiance

Trustee Garcia led the Pledge of Allegiance

At the request of the Board Chair, a moment of silence was observed for the mother of LCC Technical Director Robert Fernholz, LCC employee Benjamin "Ben" Bricker, and Mrs. Cozetta Duncan (the grandmother of Ms. Duncan).

Approval of Minutes

IT WAS MOVED BY Trustee Thomas and seconded by Trustee Lovell that the minutes of the March 17, 2025, Regular Meeting be adopted.

Roll call vote:

Ayes: Garcia, Mathews, Taylor, Thomas, Proctor, Lovell

Nays: None

Absent: Frazier

The motion carried.

Additions/Deletions to the Agenda

There were no additions/deletions to the Agenda.

Limited Public Comment Regarding Agenda Items

There were no Public Comments.

President's Report

President Robinson presented the April 2025 President's report to the Board.

Consent Agenda – Action Items

The following items were presented under the consent agenda:

- A. Board of Trustees Employees'
 - 1. Expenses – April 2025
 - 2. Time Reporting – April 2025
- B. Request for Proposal
 - 1. Campus-Wide Radio Frequency System
- C. Sublease between Lansing Community College and Capital Area Michigan Works – Addendum #7.

Trustee Lovell requested to remove the RFP for the Campus-Wide Radio Frequency System from the consent agenda. Chair Mathews requested to remove the Sublease between Lansing Community College and Capital Area Michigan Works – Addendum #7 from the consent agenda.

IT WAS MOVED BY Trustee Thomas and seconded by Trustee Taylor that the Consent Agenda be approved, removing the RFP for Campus-Wide Radio Frequency System and the Sublease between Lansing Community College and Capital Area Michigan Works – Addendum #7.

Roll call vote

Ayes: Taylor, Thomas, Proctor, Garcia, Mathews, Lovell

Nays: None

Absent: Frazier

The motion carried.

Action Item - Campus-Wide Radio Frequency System Request for Proposal

IT WAS MOVED BY Trustee Lovell and seconded by Trustee Thomas that the Request for Proposal for Campus-Wide Radio Frequency System.

Trustee Lovell asked if someone could speak to the contractor selection process.

President Robinson spoke about the funding source for the project, and Dr. Samuel provided general information on the procurement process.

Roll call vote:

Ayes: Mathews, Garcia, Thomas, Proctor, Taylor, Lovell

Nays: None

Absent: Frazier

The motion carried.

Action Item - Sublease between Lansing Community College and Capital Area Michigan Works – Addendum #7

IT WAS MOVED BY Trustee Thomas and seconded by Trustee Lovell to approve the Sublease between Lansing Community College and Capital Area Michigan Works – Addendum #7.

Chair Mathews asked if someone could share the data that speaks to the effectiveness of the service that LCC provides regarding enrollment.

Lee Garner spoke about the role LCC has with CAMW activities LCC uses the space for.

Roll call vote:

Ayes: Proctor, Garcia, Mathews, Thomas, Lovell, Taylor

Nays: None

Absent: Frazier

The motion carried.

Monthly Monitoring Report

The following monitoring reports were presented:

- A. Monthly Financial Statements
- B. Monthly Police Department Report

There was a Board discussion on the monitoring reports.

Linkage Planning/Implementation

Board Member Reports – Foundation Board Update

Trustee Garcia gave a brief Foundation Board update.

- The Alumni Committee of the Foundation, in collaboration with the President's office, has selected Kelli Ellsworth Etchison as the 2025 LCC Distinguished Alum. Kelli graduated from LCC with an associate's degree in general studies. Over nearly 40 years, she has built her career at LAFCU, starting as a loan interviewer and advancing to the role of Chief Marketing Officer. She serves as both the Chief Marketing Officer and Chief Diversity Officer.
- Earlier this month, 505 scholarships were offered for the next academic year. Students have until Sunday to accept them. Those that are not accepted will be offered to other students in early May.

Unfinished Business

There was no Unfinished Business.

New Business

There were no new items of business.

Public Comment

Cathy Zell: Cathy Zell thanked Trustees Mathews and Thomas for their service on the LCC Foundation Board. She read a resolution and presented gifts.

LCC Counselors: The LCC Mental Health Counselors, including Jim Owens, Pam Davis, Curlada Eure-Harris, and Louise Rabidoux, addressed the Board to highlight that April is Counseling Awareness Month and briefly discussed the work they do at the college.

Melissa Kaplan: Melissa Kaplan addressed the Board to highlight the upcoming Star Scapes events coming up during April 30 – May 1, 2025.

Board Comment

Trustees Thomas, Taylor, and Mathews made comments.

Adjournment

IT WAS MOVED BY Trustee Lovell and seconded by Trustee Taylor that the meeting be adjourned.

Ayes: Garcia, Lovell, Mathews, Proctor, Taylor, Thomas
Nays: None
Absent: Frazier

The motion carried.

The meeting adjourned at 7:11 p.m.

Submitted,



Executive Assistant/Liaison to the Board
Benita Duncan