



LANSING COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
ADM Building Boardroom

December 15, 2025

**Regular Meeting**  
Adopted Meeting Minutes

**Call to Order**

The meeting was called to order at 6:05 p.m.

**Roll Call**

Present: Frazier, Garcia, Lovell, Mathews, Proctor, Taylor, Thomas  
Absent: None

**Pledge of Allegiance**

Trustee Frazier led the Pledge of Allegiance.

**Approval of Minutes**

IT WAS MOVED BY Trustee Thomas and seconded by Trustee Garcia that the minutes of the November 17, 2025, Regular Board of Trustees meeting be adopted.

Roll call vote:

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

The motion carried.

**Additions/Deletions to the Agenda**

There were no additions or deletions to the meeting agenda.

**Limited Public Comment Regarding Agenda Items**

There were no Limited Public Comments Regarding Agenda Items.

## Linkage Planning/Implementation

### Community Linkage – President’s Report

President Robinson presented the December 2025 President’s report to the Board.

### Action Items – Consent Agenda

The following items were presented under the consent agenda:

- A. 2026 Audit Committee Meeting Calendar
- B. 2026 Regular Board of Trustees Meeting Calendar
- C. Board of Trustees Employees
  - 1. Expenses – November 2025
  - 2. Time Reporting – December 2025
- D. Cooperative Purchase
  - 1. Managed Print Services and Supplies
- E. Request for Proposal
  - 1. Temporary Employment Services
- F. Sole Source Purchase
  - 1. Data Center Maintenance
  - 2. Sierra Library System

IT WAS MOVED BY Trustee Lovell and seconded by Trustee Taylor that the Consent Agenda be approved.

Roll call vote:

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

Nays: None

Absent: None

The motion carried.

## Trustee-Generated Idea

### Update on the Trustee-Generated Idea for Campus Community and Safety Kiosk Initiative

IT WAS MOVED BY Trustee Taylor and seconded by Trustee Garcia that the Administration move forward with the six opportunities they have identified to improve access to facilities for visitors and prospective new students, and to provide monthly updates to the Board on the progress.

Roll call vote:

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

Nays: None  
Absent: None

The motion carried.

## Monthly Monitoring Report

The following Monitoring Reports were presented:

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

There was a discussion on the reports presented.

## Linkage Planning/Implementation

### Chair's Report

Chair Mathews expressed appreciation for the recent events and emphasized the importance of supporting colleagues during the holidays.

### Committee Reports – Audit Committee

Trustee Proctor stated that the Audit Committee met on December 1, 2025, to review the following items.

1. Preparation of the Audit Committee agenda and meeting materials
2. Compensation and Reimbursement of Expenses incurred by trustees
3. Internal audit planning process

### Board Members Report – Foundation Board Update

Trustee Frazier announced that the Foundation received one six-figure donation, three five-figure donations, and four contributions exceeding \$5,000. He also mentioned that the Foundation Board of Directors voted last week to name a wall in the Changemaker Center, leaving two walls that still need to be named. Additionally, he noted that 275 students applied for scholarships, with the application process open until January 31. The Foundation is currently seeking scholarship reviewers.

## Unfinished Business

There was no Unfinished Business.

## New Business

The following is New Business for January 2026

- A. Special Presentation
  - 1. Michigan Community College Association Presentation by Brandy Johnson, President
- B. Trustee-Generated Idea and Initiative
  - 1. Needs Analysis on Recommendations Outlined in Response to Book Stipend TGI
- C. Chair's Report
  - 1. Conflict of Interest Disclosure Statement
  - 2. Review of the Annual Board of Trustees Planning Cycle

## Public Comment

There were no Public Comments.

## Board Comments

Comments were made by Trustees Taylor and Frazier.

## Closed Session

IT WAS MOVED BY Trustee Frazier and seconded by Trustee Lovell to enter into a Closed Session for the purpose of discussing the President's yearly performance review, as requested by him to be undertaken in a closed session. This is in accordance with Section 8 (a) of the Michigan OMA.

Roll call vote:

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

The motion carried.

The Board entered into a closed session at 6:52 p.m.

The Board returned to the open session at 7:29 p.m.

Roll Call

Present: Frazier, Garcia, Lovell, Mathews, Proctor, Taylor, Thomas  
Absent: None

IT WAS MOVED BY Trustee Frazier and seconded by Trustee Taylor that the Board increase the President's annual salary to \$302,848 and extend his employment term to June 30, 2030, effective January 1, 2026.

Roll call vote:

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

Nays: None

Absent: None

The motion carried.

## Adjournment

IT WAS MOVED BY Trustee Thomas and seconded by Trustee Frazier that the meeting be adjourned.

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

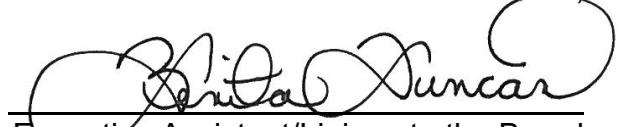
Nays: None

Absent: None

The motion carried.

The meeting adjourned at 7:31 p.m.

Submitted,



Benita Duncan  
Executive Assistant/Liaison to the Board  
Benita Duncan