

REGULAR MEETING AGENDA
ALPENA COMMUNITY COLLEGE BOARD OF TRUSTEES

Wednesday, September 20, 2017, 7:00 p.m.

Roger C. Bauer Board Room, Room 400, Charles R. Donnelly Natural Resources Center
665 Johnson Street, Alpena, MI 49707

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Approval of Agenda
- 4) Approval of the Minutes from the August 16, 2017, Regular Meeting
- 5) Introduction of Guests and Public Comment
- 6) Communication(s)
- 7) Board Member and Subcommittee Reports
- 8) Student Report
- 9) Faculty Report
- 10) President's Report
- 11) Action Items
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- 13) Board Discussion
 - Setting fall board retreat day, time, and agenda
- 14) New Business
- 15) Suggested Future Agenda Items
- 16) Next Regular Meeting: October 18, 2017, 7:00 p.m.
- 17) Adjournment

2.685 Local Strategic Value Resolution

On July 14, 2017, Michigan Governor Rick Snyder signed HB4313 into law that provides funding for K-12 schools, community colleges and state universities. The bill includes an appropriation for Alpena Community College of \$5,627,500, which consists of \$5,596,200 for operations and \$31,300 for performance funding.

The performance funding is based on “local strategic value,” which is defined in terms of three categories as shown below. Each category covers five standards of local strategic value. The law requires the ACC Board of Trustees to pass a resolution certifying that the college meets at least four out of five of the best practice standards under each of the three categories.

Alpena Community College not only meets but also exceeds the best practice standards required by the appropriations law, as the following table demonstrates.

Best Practices by Category	Examples of Adherence
Category A: Economic Development and Business or Industry Partnerships (must meet 4 of 5)	
(i) The community college has active partnerships with local employers including hospitals and health care providers.	<p>The College maintains active partnerships with employers, including local hospitals and health care providers in the following ways:</p> <ul style="list-style-type: none"> • The Health care sector through clinical partnerships with MidMichigan Medical Center - Alpena. • Advisory committees with more than a dozen occupational programs, including Nursing and Allied Health. • A partnership with UM-Flint to offer a BSN in Alpena. • Customized, contract, safety or grant-funded technical training offered to more than 25 employers and 750 trainees over the past 12 months.
(ii) The community college provides customized on-site training for area companies, employees, or both.	<p>The College provides on-site customized training for area companies and employees. Recent examples include Solidworks CAD software for Besser Company design engineers. Composites training in the aerospace sector for Phoenix Composites, and MIOSHA fall protection safety training for DeVere Construction. The College has been awarded more than \$5.3 million in TAACCCT funding for technical skills training from the U.S. Department of Labor over the past 4 years.</p>
(iii) The community college supports entrepreneurship through a small business assistance center or other training or	<p>ACC hosts the Small Business Technology Development Center for the Region 3 prosperity zone. The purpose of the SBTDC is to provide</p>

Best Practices by Category	Examples of Adherence
consulting activities targeted toward small businesses.	consulting services in support of small business startups. The College has hosted the Center for the last 16 years.
(iv) The community college supports technological advancement through industry partnerships, incubation activities, or operation of a Michigan technical education center or other advanced technology center.	<p>The College supports technological advancement through industry partnerships and advanced technology centers with the following examples:</p> <ul style="list-style-type: none"> • The concrete industry through its World Center for Concrete Technology. • The utilities sector through its Electrical Power Technology Center. • The robotics industry through its unique AAS in Marine Technology program, which teaches graduates how to build, operate, and troubleshoot underwater submersibles, more widely known as Remotely Operated Vehicles, or ROVs.
(v) The community college has active partnerships with local or regional workforce and economic development agencies.	<p>The College maintains active partnerships with local workforce and economic development agencies in the following ways:</p> <ul style="list-style-type: none"> • The College president is a member of Target Alpena, the regional economic development board. • College staff is active in the U.S. 23 Heritage Trail project, an initiative to market the entire NE Michigan shoreline as a destination region. • The College VP for Instruction is a member of region’s Education Advisory Group. • ACC maintains contractual partnerships with Michigan Works!, NE Consortium, and Region 7B, the two workforce development boards serving NE Michigan.
Category B: Educational Partnerships (must meet 4 of 5)	
(i) The community college has active partnerships with regional high schools, intermediate school districts, and career-tech centers to provide instruction through dual enrollment, concurrent enrollment, direct credit, middle college, or academy programs.	The College offers dual enrollment opportunities to K-12s across NE Michigan. In fall 2016, 27.9% of total headcount derived from dual enrollment or middle college partnerships with regional K-12s.
(ii) The community college hosts, sponsors, or participates in enrichment programs for area K-12 students, such as college days, summer or after-school programming, or science Olympiad.	ACC hosts and sponsors enrichment programs for area K-12 students, including the regional Science Olympiad competition, College Open Houses, and campus visits for area K-12s during both fall and spring semesters. A highly successful Innovation Conference representing collaboration between

Best Practices by Category	Examples of Adherence
	ACC, the local Intermediate School District, and local K-12 teachers was held at ACC in Summer 2016, drawing instructors from throughout the region to share best practices using technology in the classroom.
(iii) The community college provides, supports, or participates in programming to promote successful transitions to college for traditional age students, including grant programs such as talent search, upward bound, or other activities to promote college readiness in area high schools and community centers.	The College operates an Education Talent Search TRIO program designed to promote college readiness in area high schools. The College also manages a Student Support Services TRIO grant designed to promote successful transition to College for low-income traditional aged students.
(iv) The community college provides, supports, or participates in programming to promote successful transitions to college for new or reentering adult students, such as adult basic education, GED preparation and testing, or recruiting, advising, or orientation activities specific to adults.	The College offers a full range of support services for adult students, including career advising, placement testing, advising, career outreach counseling, financial management workshops, and mandatory orientation. The College has been designated by the VA as a Veteran’s friendly institution.
(v) The community college has active partnerships with regional 4-year colleges and universities to promote successful transfer, such as articulation, 2+2, or reverse transfer agreements or operation of a university center.	The College maintains active partnerships with four-year universities through an active University Center in which 3+1 and 2+2 articulations with Northwood University, Ferris State University, and UM-Flint are offered.
Category C: Community Services (must meet 4 of 5)	
(i) The community college provides continuing education programming for leisure, wellness, personal enrichment, or professional development.	The College provides continuing education programming and leisure, wellness, personal enrichment, and professional development through the Volunteer Center. Approximately 100 continuing education events per year are provided as community service through the efforts of Volunteer Center staff.
(ii) The community college operates or sponsors opportunities for community members to engage in activities that promote leisure, wellness, cultural or personal enrichment such as community sports teams, theater or musical ensembles, or artist guilds.	The Association of Lifelong Learners (ALL) group at ACC offers lectures, seminars, and other cultural events primarily geared to plus-50 learners. With 300 active members, the ALL group is one of the region’s most vibrant intellectual forces.
(iii) The community college operates public facilities to promote cultural, educational, or personal enrichment for community members, such as libraries, computer labs,	ACC operates the Stephen H. Fletcher Library, the Robert Granum Theatre, six computer labs, and maintains a close partnership with the Jesse Besser Museum located next to ACC’s main campus to

Best Practices by Category	Examples of Adherence
performing arts centers, museums, art galleries, or television or radio stations.	promote cultural enrichment for community members.
(iv) The community college operates public facilities to promote leisure or wellness activities for community members, including gymnasiums, athletic fields, tennis courts, fitness centers, hiking or biking trails, or natural areas.	ACC operates the Frederick T. Johnston Wellness Center, Park Arena, and jogging trails to support leisure and wellness activities for the community.
(v) The community college promotes, sponsors, or hosts community service activities for students, staff, or community members.	The College promotes wellness activities among staff and the community through friendly competitions which encourage staff to monitor their total number of steps per day as part of an overall health awareness initiative. Community members use College facilities for a number of wellness purposes, including cardiac rehab. Open gym hours encourage young people to stay active through basketball and volleyball. Intramural sports engage students to participate and stay fit. Breast Cancer awareness games are highlights of the men and women’s basketball season.

Therefore, the following resolution is proposed:

The Alpena Community College Board of Trustees certifies that the College does meet the local strategic value standards required for state appropriations.

3.904 Financial Report

Monthly General Fund Revenue and Expense through August 2017 (Year to Year Actual Comparison)

- The property tax receipts of \$518,297 are \$18,899 more than those for August 2016. This is due to timing of receipts.
- Tuition/fee receipts of \$3,109,922 are consistent with budget expectation.
- State aid for the current year is zero because of the normal start month of October.
- Net income through the second month of the new fiscal year shows as a gain of \$1,576,162, which is typical for this time of year, when fall tuition receipts have built up.

Monthly General Fund Revenue and Expense through August 2017 (Budget to Actual Comparison)

- The tuition/fee revenue indicates a lower completion rate having an increase in enrollments last year while this year we see a decline as projected for FY 2018.
- Insurance is lower due to timing of invoices received.
- All other categories are in acceptable ranges for this stage of the year.

General Fund Month to Month Comparison through August 2017

- The Month-to-Month comparisons are tracking as expected.

Alpena Community College
General Fund
Year to Year Actual Comparison
For the Two Months Ending August 31, 2017

	YTD Actual FY 2018	YTD Actual FY 2017	Variance
Revenue			
Property Tax	518,297	499,398	18,899
Tuition/Fees	3,109,922	3,106,431	3,491
Sales, Service, and Rent	2,750	12,338	(9,588)
Local	0	0	0
State	0	0	0
Federal	12,634	14,521	(1,887)
Donations	0	0	0
Interest	62	34	28
Other	3,471	400	3,071
Revenue	3,647,136	3,633,122	14,014
Expense			
Instruction	885,313	868,289	17,024
MIS	229,576	219,728	9,848
Public Service	0	0	0
Instruction Support	165,800	180,862	(15,062)
Student Services	255,003	244,488	10,515
Institutional Administration	336,210	367,027	(30,817)
Physical Plant	199,072	191,452	7,620
Expense	2,070,974	2,071,846	(872)
Income	1,576,162	1,561,276	14,886
Net Assets - Beginning of Year	1,148,771	909,664	239,107
Net Assets - End of Year	2,724,933	2,470,940	253,993

Alpena Community College
Comparative Income Statement
General Fund
For the Two Months Ending August, 31, 2017

	FY 2018				FY 2017
	Budget	YTD Actual	Variance	Complete	Complete
Revenue					
Property Tax	2,568,496	518,297	(2,050,199)	20.18%	19.67%
Tuition/Fees	5,814,970	3,109,922	(2,705,048)	53.48%	56.19%
Sales, Services, and Rent	30,000	2,750	(27,250)	9.17%	137.09%
State Aid	5,660,243	0	(5,660,243)	0.00%	0.00%
Federal	103,361	12,634	(90,727)	12.22%	13.30%
Donations	55,519	0	(55,519)	0.00%	0.00%
Interest	2,500	62	(2,438)	2.48%	1.36%
Other	1,200	3,471	2,271	289.25%	33.33%
Revenue	<u>14,236,289</u>	<u>3,647,136</u>	<u>(10,589,153)</u>	<u>25.62%</u>	<u>26.13%</u>
Expense					
Salaries	7,681,530	1,068,213	6,613,317	13.91%	13.45%
Fringe Benefits	3,780,924	519,178	3,261,746	13.73%	14.26%
Outside Services	713,006	204,727	508,279	28.71%	34.22%
Advertising	187,500	37,849	149,651	20.19%	18.85%
Supplies	263,720	18,834	244,886	7.14%	6.56%
Rental	5,500	0	5,500	0.00%	0.00%
Utilities	457,214	24,933	432,281	5.45%	6.18%
Telephone	60,000	11,081	48,919	18.47%	14.90%
Postage	40,000	1,812	38,188	4.53%	1.85%
Insurance	168,400	54,533	113,867	32.38%	50.24%
Travel & Mileage	100,162	10,384	89,778	10.37%	8.42%
Tuition Waivers	238,000	107,524	130,476	45.18%	49.75%
Library Books & Equipment	82,640	8,162	74,478	9.88%	10.76%
Other	121,000	3,744	117,256	3.09%	4.35%
Transfers	336,693	0	336,693	0.00%	0.00%
Expense	<u>14,236,289</u>	<u>2,070,974</u>	<u>12,165,315</u>	<u>14.55%</u>	<u>14.90%</u>
Income	0	1,576,162			
Net Assets - Beginning of Year	<u>1,148,771</u>	<u>1,148,771</u>			
Net Assets - End of Year	<u>1,148,771</u>	<u>2,724,933</u>			

Percent of Year Complete 16.67%

Alpena Community College
General Fund Month to Month Tracking
For the Two Months Ending August 31, 2017

	July	August	September	October	November	December	January	February	March	April	May	June	YTD	Budget
Revenue														
Property Tax	107,164	411,133	0	0	0	0	0	0	0	0	0	0	518,297	2,568,496
Tuition/Fees	2,842,748	267,174	0	0	0	0	0	0	0	0	0	0	3,109,922	5,814,970
Sales, Services, and Rent	2,625	125	0	0	0	0	0	0	0	0	0	0	2,750	30,000
State Aid	0	0	0	0	0	0	0	0	0	0	0	0	0	5,660,243
Federal	7,167	5,466	0	0	0	0	0	0	0	0	0	0	12,633	103,361
Donations	0	0	0	0	0	0	0	0	0	0	0	0	0	55,519
Interest	0	62	0	0	0	0	0	0	0	0	0	0	62	2,500
Other	10	3,461	0	0	0	0	0	0	0	0	0	0	3,471	1,200
Revenue	2,959,714	687,421	0	0	0	0	0	0	0	0	0	0	3,647,135	14,236,289
Expense														
Salaries	549,382	518,831	0	0	0	0	0	0	0	0	0	0	1,068,213	7,681,530
Fringe Benefits	291,042	228,136	0	0	0	0	0	0	0	0	0	0	519,178	3,780,924
Outside Services	152,978	51,749	0	0	0	0	0	0	0	0	0	0	204,727	713,006
Advertising	14,262	23,588	0	0	0	0	0	0	0	0	0	0	37,850	187,500
Supplies	6,015	12,819	0	0	0	0	0	0	0	0	0	0	18,834	263,720
Rental	0	0	0	0	0	0	0	0	0	0	0	0	0	5,500
Utilities	0	24,933	0	0	0	0	0	0	0	0	0	0	24,933	457,214
Telephone	77	11,004	0	0	0	0	0	0	0	0	0	0	11,081	60,000
Postage	87	1,724	0	0	0	0	0	0	0	0	0	0	1,811	40,000
Insurance	53,985	548	0	0	0	0	0	0	0	0	0	0	54,533	168,400
Travel & Mileage	3,474	6,910	0	0	0	0	0	0	0	0	0	0	10,384	100,162
Tuition Waivers	28,180	79,344	0	0	0	0	0	0	0	0	0	0	107,524	238,000
Library Books & Equipment	5,353	2,809	0	0	0	0	0	0	0	0	0	0	8,162	82,640
Other	599	3,144	0	0	0	0	0	0	0	0	0	0	3,743	121,000
Transfers	0	0	0	0	0	0	0	0	0	0	0	0	0	336,693
Expense	1,105,434	965,539	0	0	0	0	0	0	0	0	0	0	2,070,973	14,236,289
Income	1,854,280	(278,118)	0	0	0	0	0	0	0	0	0	0	1,576,162	0

3.905 Personnel Report

New hires, terminations, and status changes between August 11 and September 13, 2017.

New Hires:

- Connie Cleary, ESP 2 PT Advising Asst., ETS – South, 8/21/17

Resignations:

- N/A

Status Changes:

- Lisa Sndyer, from ESP2 Programmer/Analyst to Admin, Director of Institutional Research, 8/28/17

3.906 Gifts and Grants Report

This report reflects the following activity for pledges and gifts received by the College and its Foundation between August 9, 2017 and September 11, 2017.

TOTAL GIFTS & PLEDGES: 131
TOTAL DONORS: \$78,849

**Approved Minutes of the
Alpena Community College Board of Trustees Regular Meeting
September 20, 2017**

Roger C. Bauer Board Room, Charles R. Donnelly Natural Resources Center
665 Johnson Street, Alpena, MI 49707

On Wednesday, September 20, 2017, the Alpena Community College Board of Trustees gathered for its regular monthly meeting. The meeting was called to order by Chairman Briggs at 7:00 p.m.

Present: John Briggs, Teresa Duncan, Joseph Gentry II, Lisa Hilberg, Susan Stender, Florence Stibitz, and Tom Townsend. Absent: none.

Seated at the Board Table: President Don MacMaster and Board Secretary Jay Walterreit. Chairman Briggs led the Pledge of Allegiance.

Approval of Agenda

Moved by Trustee Townsend that the agenda be approved; seconded by Trustee Hilberg. Ayes: 7. Nays: 0. Motion approved.

Approval of Minutes from the August 16, 2017, Regular Board Meeting

Trustee Stibitz moved to accept the draft minutes from the August 16, 2017, regular board meeting; Trustee Stender seconded the motion. Ayes: 7. Nays: 0. Motion approved.

Introduction of Guests and Public Comment

Guests attending the regular meeting included: Jordan Spence, The Alpena News; Ben Stevens, WATZ; Debbie Bayer, ACC administration; Richard Sutherland, ACC administration; Nancy Seguin, ACC administration, Wendy Brooks, ACC administration; Jeff Blumenthal, ACC administration; Lisa Snyder, ACC administration; Melissa Fournier, ACC administration; Mary Myers, ACC student; Megan McGregor, ACC student, and Mark Grunder, ACC administration.

Communication(s)

Chairman Briggs acknowledged a letter from Straley, Ilsley, & Lamp, outlining the process for ACC's current auditing process.

Board Member and Subcommittee Reports

Trustee Duncan attended the September 13, 2017, ACC Foundation strategic planning meeting. She gave the ACC trustees a copy of the ACC Foundation Executive Director's Report, which gave a history of how the Foundation has changed over the last 15 years. Most notably:

Foundation assets have grown approximately 97%, to nearly \$6 million. ACC staff support has grown tremendously. Alumni giving has increased 449% to almost \$900,000.

Duncan noted a comment from consultant Dr. Kathleen Guy which encouraged the Foundation board to see their efforts as part of a fourth leg of funding for the College. She also urged the Foundation board to adopt a paradigm shift in which they think about fundraising as a lifestyle instead of on a periodic project basis.

The members discussed fundraising priorities of cultivating baby-boomer and alumni opportunities and increasing unrestricted fund resources to support the college.

The Foundation board also focused on succession planning for the executive director position and for retiring board members.

In conclusion, Duncan recounted a recommendation from the Foundation board to the ACC trustees: set a bold direction for the Van Lare Hall renovation project. Dr. Guy also provided a chart comparing Board of Trustee and Foundation Board roles in fundraising; the highlight being that the BoT is to set a bold vision/plan for the college and the Foundation Board is to harmonize their goals with that of the BoT.

Student Report

Student Mary Myers and Megan McGregor outline early activities on campus, including the Welcome Back Bash.

Faculty Report

A group of ACC faculty and staff demonstrated the recently acquired video conferencing system. Vice President of Instruction Debbie Bayer introduced the new technology and noted how it is helping to offer instruction to more students. Instructors Matt Bedard and Dr. Lois Darga participated in the demonstration remotely from a classroom in Van Lare Hall. The instructors demonstrated some of the system's features and showed how the system was being used in their classes. Director of Learning Technology Sarah Burt was also present to talk about how the technology is being used to provide instruction at distant locations including Johannesburg-Lewiston High School. She displayed a summary of the cost saving and addition revenue made possible by the system.

President's Report

Following is the President's Report as it was distributed.

President's Report to the ACC Board of Trustees
September 20, 2017

FY18 Fall Enrollment

Enrollment at ACC continues to trend positively despite a very challenging enrollment climate at community colleges statewide. Fall semester enrollment is up 4.7 percent in headcount compared to last fall, 4th highest in the state among Michigan's 28 community colleges, and the first time the College has exceeded 1,600 students since Fall 2014. A sobering indicator of persistent enrollment challenges elsewhere is found at Lake Michigan College, Wayne County Community College District, and West Shore Community College, which all are down more than 10 percent in both headcount and credit hours. ACC's credit hours are down 2.3 percent from Fall 2016.

Enrollment highlights at ACC include a first-time class of 21 Career and Technical Education (CTE) students from Iosco Regional Education Service Agency taking dosage calculation in Tawas. Seventy-two students from Alcona are dual-enrolled at ACC, a 19 percent increase over Fall 2016. One hundred sixteen students from Alpena Public Schools are dual enrolled at ACC, a 17 percent increase. Overall, there is a 19 percent increase in dual-enrolled headcount and 17 percent increase in credit hours from the 16 K-12s currently accessing dual-enrollment offered by ACC. Three hundred ninety-four high school students are dual enrolled with ACC this fall, 24.5 percent of ACC's total enrollment. We will need to continue to compete for students in this arena in order to thrive moving forward.

Higher Learning Commission Evaluation Team Site Visit

The 10-year accreditation visit by the Higher Learning Commission's site evaluation team is scheduled for September 25-26. Maintaining accreditation in good standing through the Higher Learning Commission is essential to the operations of Alpena Community College and the entire staff, under the able leadership of Dean of the Learning Resources Center and HLC Liaison Wendy Brooks, has been involved in preparations for the HLC visit next week. Dean Brooks is here tonight to share the final agenda of the HLC team's site review and answer any questions about the upcoming visit. She has done outstanding work leading this essential peer review quality assurance function.

Michigan Community College Association Fall Conference

ACC will host approximately 60 community college presidents and trustees at the Michigan Community College Association fall conference on October 5-6. Similar in some ways to MACET conference hosted by ACC in July, the MCCA fall conference gives ACC a chance to showcase its many assets and unique programs to leaders at other Michigan Community Colleges. Dinner will be held at Art in Loft on Thursday evening with Jeff Gray, Superintendent of the Thunder Bay National Marine Sanctuary, as keynote speaker. The conference will resume at 8 a.m. Friday morning in BTC 126 with tours of campus scheduled for noon. The last time ACC hosted the fall conference was 2005. Thanks to Barb Szczesniak, and Trustees Lisa Hilberg and Florence Stibitz for their engagement in this activity.

Action Items

2.685 Local Strategic Value Resolution

The following resolution was proposed by Trustee Townsend and seconded by Trustee Stibitz: The Alpena Community College Board of Trustees certifies that the College does meet the local strategic value standards required for state appropriations. Ayes: 7. Nays: 0. Motion approved.

Information Items

President MacMaster drew attention to the financial report and asked the trustees if they had any questions. Vice President for Administration & Finance Richard Sutherland noted that all revenue categories were higher than expected and all expenses were lower than expected.

New hires, terminations, and status changes between August 11 and September 11, 2017.

New Hires:

Connie Cleary, ESP 2 PT Advising Asst., ETS – South, 8/21/17

Resignations: N/A

Status Changes:

Lisa Snyder, from ESP2 Programmer/Analyst to Admin, Director of Institutional Research, 8/28/17

The Gifts and Grants Report showed 131 donors gave \$78,849 in pledges and gifts between August 9 and September 11, 2017.

Board Discussion

Chairman Briggs brought up the topic of the proposed fall trustee retreat. Secretary Walterreit outlined the current status of the retreat:

- October 9 is a date available for all the trustees.
- The suggested start time is 2 p.m.
- The suggested end time wasn't determined; it would be based on the number and length of the topics the trustees want to discuss. It is anticipated the retreat could run as late as 7:00 to 8:00 p.m.
- The location of the retreat was suggested to be the ACC Board Room based on the probability the retreat will go longer than normal business hours. The board table can be reconfigured into a smaller circle to facilitate conversation.
- A light dinner will be provided.

- A list of proposed topics has been circulated to the trustees. Trustee Gentry distributed two documents he would like to use as the basis of a 90- to 120-minute discussion. The information was distilled from Susan Meier's presentation at the MCCA Summer Conference.

The trustees agreed to meet on October 9, 2017, beginning at 2 p.m. in the ACC Board Room.

Trustee Gentry also circulated a flyer detailing the MCCA Fall Trustee Institute on Friday, November 10, from 8:30 a.m. to 3:00 p.m. Gentry encouraged the other trustees to consider attending the meeting due to the topics being covered. Secretary Walterreit agreed to send copies of the flyer to the trustees.

New Business

None.

Suggested Future Agenda Items

None.

Next Regular Meeting

The next regularly scheduled Board of Trustees meeting is at 7:00 p.m. on Wednesday, October 18, 2017, in the Roger C. Bauer Board Room, Room 400 of the Charles R. Donnelly Natural Resources Center, 665 Johnson Street, Alpena, MI 49707.

Please note the addition of the ACC Board of Trustees Fall Retreat, scheduled for October 9, 2017, starting at 2 p.m. in the Roger C. Bauer Board Room, Room 400 of the Charles R. Donnelly Natural Resources Center, 665 Johnson Street, Alpena, MI 49707.

Adjournment

The regular meeting was adjourned at approximately 8:13 p.m.

Jay Walterreit
Secretary of the Board of Trustees
(989) 358-7215