

LAKE COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES REGULAR MEETING
Thursday, December 7, 2023 – 5:30 PM
Holden University Center Room 119
ZOOM Video Conferencing

I. CALL TO ORDER The Lake County Community College District Board of Trustees regular meeting was called to order by Chair Jerrie Lee Rispoli at 5:30 p.m.

II. PLEDGE OF ALLEGIANCE Mrs. Rispoli lead the Pledge of Allegiance.

III. ROLL CALL

At the Chair's request, roll was taken, and the following Trustees were present:

Mr. Jack Cornachio	Ms. Janet Majka
Mr. Stephen Ellis	Mr. Paul Rupert
Mrs. Nancy Fellows	Mrs. Beverly Vitaz
Mr. Matthew Hebebrand	Mrs. Jerrie Lee Rispoli
Mrs. Ellen Foley Kessler	

Also in attendance were: Dr. Morris Beverage Jr., president; Dr. Laura Barnard, executive vice president and provost; Dawn Plante, chief communications officer and vice president for community and college relations; Greg Sanders, vice president for institutional advancement and executive director of The Lakeland Foundation; Tom Reynolds, treasurer, interim vice president and chief financial officer; Mike Fisher, vice president and general counsel; Jim Hackenberg, legal consultant; and Pam Clark, office manager.

IV. CLOSED SESSION

Mrs. Rispoli called for a motion to enter closed session to receive a performance audit review from the Ohio Auditor of State. Mr. Ellis moved to enter closed session and Ms. Majka seconded the motion, which passed as follows:

Mr. Jack Cornachio - yes	Ms. Janet Majka - yes
Mr. Stephen Ellis - yes	Mr. Paul Rupert - yes
Mrs. Nancy Fellows - yes	Mrs. Beverly Vitaz - yes
Mr. Matthew Hebebrand - yes	Mrs. Jerrie Lee Rispoli - yes
Mrs. Ellen Foley Kessler - yes	

The Board entered closed session at 5:31 p.m.

Mrs. Rispoli called for a motion to end the closed session. Mr. Hebebrand moved to end the closed session and Mr. Cornachio seconded the motion, which passed as follows:

Mr. Jack Cornachio - yes	Ms. Janet Majka - yes
Mr. Stephen Ellis - yes	Mr. Paul Rupert - yes
Mrs. Nancy Fellows - yes	Mrs. Beverly Vitaz - yes
Mr. Matthew Hebebrand - yes	Mrs. Jerrie Lee Rispoli - yes
Mrs. Ellen Foley Kessler - yes	

The open meeting resumed at 6:48 p.m.

V. MINUTES

Mrs. Rispoli called for a motion to approve the minutes of the November 2, 2023 regular meeting. Ms. Majka moved to approve the minutes and Mr. Rupert seconded the motion, which passed as follows:

- | | |
|--------------------------------|-------------------------------|
| Mr. Jack Cornachio - yes | Ms. Janet Majka - yes |
| Mr. Stephen Ellis - abstained | Mr. Paul Rupert - yes |
| Mrs. Nancy Fellows - yes | Mrs. Beverly Vitaz - yes |
| Mr. Matthew Hebebrand - yes | Mrs. Jerrie Lee Rispoli - yes |
| Mrs. Ellen Foley Kessler - yes | |

Mrs. Rispoli called for a motion to approve the minutes of the November 14, 2023 special meeting. Mr. Hebebrand made a motion to amend the minutes to include the approval of the involuntary separations as recommended by the president and to note that Dr. Beverage left the executive session prior to the open meeting being resumed. Ms. Majka seconded the motion, which passed as follows:

- | | |
|--------------------------------|-------------------------------|
| Mr. Jack Cornachio - yes | Ms. Janet Majka - yes |
| Mr. Stephen Ellis - yes | Mr. Paul Rupert - yes |
| Mrs. Nancy Fellows - yes | Mrs. Beverly Vitaz - yes |
| Mr. Matthew Hebebrand - yes | Mrs. Jerrie Lee Rispoli - yes |
| Mrs. Ellen Foley Kessler - yes | |

Mr. Hebebrand moved to approve the minutes as amended and Ms. Majka seconded the motion, which passed as follows:

- | | |
|--------------------------------|-------------------------------|
| Mr. Jack Cornachio - yes | Ms. Janet Majka - yes |
| Mr. Stephen Ellis - yes | Mr. Paul Rupert - yes |
| Mrs. Nancy Fellows - yes | Mrs. Beverly Vitaz - yes |
| Mr. Matthew Hebebrand - yes | Mrs. Jerrie Lee Rispoli - yes |
| Mrs. Ellen Foley Kessler - yes | |

VI. PARTICIPATION OF THE PUBLIC (30 MINUTE TIME LIMIT)

Mrs. Rispoli announced that public participants who signed in prior to the start of the meeting may address the Board when their name is called. Public participants included: Brian Royko, Gloria Lane, April Hubbard, Mike Toms, Allison McDowell and Alexandria Silverman.

Mr. Brian Royko, a Willoughby resident, clarified VANTAGE Workforce Solutions Program is offered at no cost to the college and there is no obligation to hire anyone. He said the only obligation is to provide training.

Public participants voiced their concerns with the recent budget cuts and questioned the abrupt voluntary and involuntary elimination of 60 plus jobs, along with the accelerated timeline of these decisions. Several students shared their concerns about the future for Lakeland and described how the cuts to student services such as the women’s center, men’s center, Breakers, the learning center, and the food pantry have impacted student support and asked the Board to reconsider their actions.

VII. COMMITTEE REPORTS

Academic & Student Success

Ms. Majka stated the committee has not met but they received some great ideas from the audit task force regarding the direction they will take beginning in the new year.

Finance, Audit, & Physical Plant

Mr. Ellis reported they met on November 30, 2023 with all Board members in attendance. He noted that Mr. Reynolds outlined some activities the college can undertake to improve the fiscal outlook, and the Board will be voting on a upcoming resolutions recommended for adoption.

Report of Purchase Orders, Bids, and Expenditures

Mrs. Rispoli called for a motion to approve the report of purchase orders, bids, and expenditures.

Mr. Rupert moved, and the motion passed as follows:

Mr. Jack Cornachio - yes	Ms. Janet Majka - yes
Mr. Stephen Ellis - yes	Mr. Paul Rupert - yes
Mrs. Nancy Fellows - yes	Mrs. Beverly Vitaz - yes
Mr. Matthew Hebebrand - yes	Mrs. Jerrie Lee Rispoli - yes
Mrs. Ellen Foley Kessler - yes	

Human Resources

Mrs. Kessler reported the committee will meet in January to discuss several subjects as requested.

Personnel Report

Mrs. Rispoli called on Mr. Fisher to present the personnel report. Mrs. Rispoli called for a motion to approve the personnel report. Mr. Hebebrand moved and Ms. Majka seconded the motion, which passed as follows:

Mr. Jack Cornachio - yes	Ms. Janet Majka - yes
Mr. Stephen Ellis - yes	Mr. Paul Rupert - yes
Mrs. Nancy Fellows - yes	Mrs. Beverly Vitaz - yes
Mr. Matthew Hebebrand - yes	Mrs. Jerrie Lee Rispoli - yes
Mrs. Ellen Foley Kessler - yes	

DEI Review

Mr. Hebebrand reported the DEI committee has not met since the last meeting. He stated he will be reaching out to the college's diversity committee during spring semester to meet again.

Presidential Search Update

Mrs. Kessler reported the search committee has 13 members consisting of three trustees, two representatives from administration, faculty, and staff, and one representative from the foundation, student, alumnae and the community. She disclosed they are in Phase 1 of the search process, and Phase 2 will begin after the application due date of 1/2/24. Mrs. Kessler advised Phase 3 will move into the selection committee and is slated to begin 1/31/24 and hopes to select 8 to 10 candidates to be semi-finalists. She explained candidates will be interviewed on 2/15/24 and 2/16/24, with the hope of identifying 3 to 5 finalists who will be presented to the Board, college, and the community during the week of 3/4/24. Mrs. Kessler indicated the Board of Trustees will select their choice for the presidency in April 2024.

VIII. RESOLUTIONS

Resolution 27-23 A Resolution Approving the College's General Operating Fund Permanent Fiscal Year 2024 Operations

Dr. Beverage recommended adoption of Resolution 27-23. Mr. Hebebrand made a motion to approve Resolution 27-23, Mrs. Fellows seconded the motion. Board discussion followed.

Mr. Hebebrand inquired about the presentation of the budget with one budget line item and total amount. He asked if theoretically some of the numbers in the budget book could be changed if the total amount is approved, and Dr. Beverage confirmed this was possible.

Mr. Rupert referred to the summary of revenues and requested confirmation that the next renewal is in 2031. He asked for clarification that there is nothing that will require the college to go to the public before then, and Mr. Reynolds confirmed this is correct.

Mr. Hebebrand introduced and distributed an amendment to Resolution 27-23 to insert a new section 2. The proposed amendment stated the budget amount shall be expended in accordance with the 2024 Lakeland Community College budget analysis of the fiscal year 2024 budget report to the trustees with the following exceptions and clarifications:

- That \$239,000 be removed from line-item administrators and/or administration
- That \$60,500 be removed from the line item for the Lakeland Institute and all operations of the Lakeland Institute shall be suspended excepting services performed pursuant to the interim agreement for shared workforce development administrator services between Mentor Exempted Village Schools and Lakeland.
- That \$15,000 should be removed from the line-item executives in residence, no expenditures shall be made for executives in residence, notwithstanding the foregoing, the president may appoint any executives in residence on a pro bono basis.
- That \$341,500 be set aside for the replacement of positions vacated by the voluntary separation program in accordance with Section 3.
- That a new Section 3 provide that effective immediately a hiring freeze shall be implemented at the college, no administrator, manager, or supervisory professional shall hire, fire, promote or transfer any employee without the approval of the Board by resolution following review by the Human Resources Committee.
- The original Section 2 shall be renamed Section 4.

Mr. Hebebrand moved to amend Resolution 27-23 as submitted to the Board and Secretary in writing, Mrs. Fellows seconded the motion. The motion to amend Resolution 27-23 passed as follows:

Mr. Jack Cornachio – no	Ms. Janet Majka – yes
Mr. Ellis - no	Mr. Paul Rupert - no
Mrs. Nancy Fellows - yes	Mrs. Beverly Vitaz - yes
Mr. Matthew Hebebrand – yes	Mrs. Jerrie Lee Rispoli - no
Mrs. Ellen Foley Kessler – yes	

Mr. Hebebrand moved to approve budget Resolution 27-23 as amended, Mrs. Fellows seconded the motion. The motion to approve Resolution 27-23 passed as follows:

Mr. Jack Cornachio – yes	Ms. Janet Majka – yes
Mr. Ellis - yes	Mr. Paul Rupert - yes
Mrs. Nancy Fellows - yes	Mrs. Beverly Vitaz - yes
Mr. Matthew Hebebrand – yes	Mrs. Jerrie Lee Rispoli - yes
Mrs. Ellen Foley Kessler – yes	

Resolution 28-23 A Resolution Approving The College's Funding of Its Unrestricted Plant Fund, Capital Expenditure Requirements, and Its Debt Service Requirements for Fiscal Year 2024

Dr. Beverage noted that Resolution 28-23 was recommended for adoption by the Finance Committee. The motion passed as follows:

Mr. Jack Cornachio - yes	Ms. Janet Majka – yes
Mr. Ellis – yes	Mr. Paul Rupert - yes
Mrs. Nancy Fellows - yes	Mrs. Beverly Vitaz - yes
Mr. Matthew Hebebrand – yes	Mrs. Jerrie Lee Rispoli - yes
Mrs. Ellen Foley Kessler - yes	

Mr. Ellis left the meeting at 8:20 p.m.

Resolution 29-23 A Resolution of Appreciation to Lou Ann Luzar, Employee of the Summer Semester 2023

Dr. Beverage introduced Resolution 29-23 and recommended its adoption. Mr. Hebebrand moved to adopt Resolution 29-23 and Ms. Majka seconded the motion. The motion passed as follows:

Mr. Jack Cornachio – yes	Ms. Janet Majka – yes
Mrs. Nancy Fellows - yes	Mr. Paul Rupert - yes
Mr. Matthew Hebebrand – yes	Mrs. Beverly Vitaz - yes
Mrs. Ellen Foley Kessler - yes	Mrs. Jerrie Lee Rispoli - yes

IX. UNFINISHED BUSINESS

Mrs. Vitaz indicated that with budget issues and an ongoing presidential search, the Board should consider meeting in the summer. Mr. Hebebrand suggested the first Thursday of June and August should be added to the meeting calendar.

Mr. Hebebrand moved to amend the Board meeting calendar to add a June and August meeting, and Ms. Majka seconded the motion. The motion passed as follows:

Mr. Jack Cornachio - yes	Ms. Janet Majka – yes
Mrs. Nancy Fellows - yes	Mr. Paul Rupert - yes
Mr. Matthew Hebebrand – yes	Mrs. Beverly Vitaz - yes
Mrs. Ellen Foley Kessler - yes	Mrs. Jerrie Lee Rispoli - yes

Mr. Hebebrand moved to adopt the amended Board of Trustees meeting calendar with the addition of June 6 and August 1, 2024 meetings. Ms. Majka seconded the motion.

Mr. Jack Cornachio - yes	Ms. Janet Majka – yes
Mrs. Nancy Fellows - yes	Mr. Paul Rupert - yes
Mr. Matthew Hebebrand – yes	Mrs. Beverly Vitaz - yes
Mrs. Ellen Foley Kessler - yes	Mrs. Jerrie Lee Rispoli - yes

X. ADJOURNMENT

Mrs. Rispoli called for a motion to adjourn. Mrs. Fellows moved, and Ms. Majka seconded the motion which passed as follows:

Mr. Jack Cornachio - yes

Mrs. Nancy Fellows - yes

Mr. Matthew Hebebrand - yes

Mrs. Ellen Foley Kessler - yes

Ms. Janet Majka - yes

Mr. Paul Rupert - yes

Mrs. Beverly Vitaz - yes

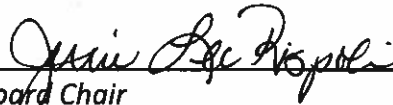
Mrs. Jerrie Lee Rispoli - yes

The meeting adjourned at 8:25 p.m.

APPROVED:

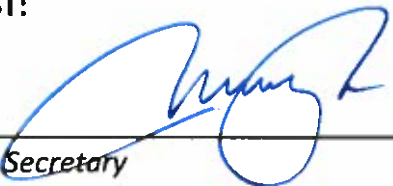
LAKE COUNTY COMMUNITY COLLEGE DISTRICT

February 1, 2024



Board Chair

ATTEST:



Board Secretary