

**LAKE COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES REGULAR MEETING**
Thursday, September 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 5:35 p.m.
- II. **PLEDGE OF ALLEGIANCE** Mrs. Rispoli lead the Pledge of Allegiance.
- III. **OATH OF OFFICE**
Mr. Hackenberg administered the oath of office to Mrs. Nancy Fellows, who was appointed by the Lake County Commissioner's office to the seat vacated by Dr. Kathleen Malec.
- IV. **ROLL CALL**
At the Chair's request, roll was taken, and the following Trustees were present:
- | | |
|-----------------------|--------------------------|
| Mr. Jack Cornachio | Mrs. Ellen Foley Kessler |
| Mr. Stephen Ellis | Ms. Janet Majka |
| Mrs. Nancy Fellows | Mrs. Beverly Vitaz |
| Mr. Matthew Hebebrand | Mrs. Jerrie Lee Rispoli |

Absent: Mr. Paul Rupert

Also in attendance were: Dr. Morris Beverage Jr., president; Dr. Laura Barnard, executive vice president and provost; Mike Mayher, senior director; 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.

- V. **MINUTES**
Mrs. Rispoli called for a motion to approve the minutes of the May 4, 2023 regular meeting. Mrs. Vitaz moved to approve the minutes and Mr. Hebebrand seconded the motion, which passed as follows:

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

Mrs. Rispoli called for a motion to approve the minutes of the July 24, 2023 special meeting. Mrs. Vitaz moved to approve the minutes and Ms. Majka seconded the motion, which passed as follows:

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

VI. INTRODUCTION OF EXECUTIVE SEARCH FIRM

Mrs. Rispoli introduced Paul Doeg, President & COO and Dr. Gena Glickman, Lead Consultant from RH Perry & Associates, who gave an overview of the upcoming presidential search process.

VII. RESOLUTIONS

Resolution 15-23 A Resolution Granting Trustee Emeritus Status to Dr. Kathleen T. "Kay" Malec

Dr. Beverage introduced Resolution 15-23 and recommended its adoption. Mrs. Rispoli asked for a motion to adopt Resolution 15-23. Mrs. Fellows moved to adopt Resolution 15-23 and Ms. Majka seconded the motion. The motion passed as follows:

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

Dr. Malec thanked everyone for always being there throughout her 23 years of service to the college.

Resolution 16-23 A Resolution of Appreciation: Elia De La Garza Recipient of the Diversity Award 2022-2023

Dr. Beverage introduced Resolution 16-23 and recommended its adoption. Mrs. Rispoli asked for a motion to adopt Resolution 16-23. Mrs. Kessler moved to adopt Resolution 16-23 and Mr. Cornachio seconded the motion. The motion passed as follows:

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

Resolution 17-23 A Resolution of Appreciation to Jeri Pilarczyk, Employee of the Spring Semester 2023

Dr. Beverage introduced Resolution 17-23 and recommended its adoption. Mrs. Rispoli asked for a motion to adopt Resolution 17-23. Mr. Hebebrand moved to adopt Resolution 17-23 and Mrs. Vitaz seconded the motion. The motion passed as follows:

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

VIII. PRESIDENT'S REPORT

Dr. Beverage called on Dr. Barnard to introduce new faculty members along with two new deans. The following new faculty members were introduced:

- Anna Mytko, Counselor
- Erica Prior, Nursing-Medical Surgical & Co-Nursing Learning Lab Coordinator
- Dr. Ryan Hamilton, Dean for ITCS & Engineering Technology
- Erin Kingston Shufro, Associate Provost for Faculty Engagement & Dean of Faculty

IX. COMMITTEE REPORTS

Academic & Student Success

Ms. Majka announced the committee has not met since their May meeting, and the next meeting date is yet to be determined.

Finance, Audit, & Physical Plant

Mr. Ellis remarked they held a well-attended meeting and covered a lot of ground. Mr. Hebebrand asked if the state composite score was discussed at the meeting. Mr. Ellis said there was a great deal of discussion and Mr. Reynolds is preparing a list of action items for the Board that are expected to make a positive impact. He also explained the consequences of falling below the current score of 2.0 to the Board.

Report of Purchase Orders, Bids, and Expenditures

Mrs. Rispoli called on Mr. Reynolds to present the Report of Purchase Orders, Bids, and Expenditures. Mrs. Rispoli asked for a motion to approve the Purchase Orders, Bids, and Expenditures. Mrs. Vitaz motioned, and Mr. Cornachio seconded. The motion passed as follows:

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

Human Resources

Mrs. Kessler reported the committee will meet soon.

Personnel Report

Mrs. Rispoli called on Mr. Fisher who presented the Personnel Report and noted there were no items for Board approval. Mr. Fisher shared sad news of the passing of Shirlaine Brown, HRIS Coordinator.

Diversity, Equity, and Inclusion

Mr. Hebebrand reported that the committee to review diversity, equity, and inclusion language will try to meet soon.

X. RESOLUTIONS (continued)

Resolution 18-23 - A Resolution Accepting The Amounts And Rates As Determined By The Budget Commission And Authorizing The Necessary Tax Levy

Dr. Beverage noted that Resolution 18-23 was recommended for adoption by the Finance Committee. Mr. Ellis moved to adopt Resolution 18-23 and Ms. Majka seconded the motion.

The motion passed as follows:

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

XI. UNFINISHED BUSINESS There were no items of unfinished business.

XII. NEW BUSINESS

Mrs. Rispoli appointed Mr. Jack Cornachio as the Board representative to The Foundation Board of Directors.

Mrs. Rispoli sought a volunteer for the Scholarship Committee. Mrs. Kessler agreed to do so and was appointed.

Mr. Hebebrand presented Resolution 19-23, a Resolution Amending Board Policies. Mr. Hebebrand moved to adopt Resolution 19-23 and Ms. Majka seconded the motion. The trustees discussed the resolution allowing the board to delegate the powers of an officer when necessary or when there is an inability to perform, since there is currently no policy. It was agreed to table the motion for the next meeting. Ms. Majka motioned to table Resolution 19-23 until the next meeting and Mr. Cornachio seconded the motion. The motion to table Resolution 19-23 passed as follows:

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

Mr. Cornachio left the meeting at 6:58 p.m.

Mrs. Vitaz commented that she had questions regarding the Lakeland Institute. Ms. Majka suggested addressing this in the Student Success and Academic committee since they are involved in workforce development. The Board discussed requesting further information regarding the Institute. Mr. Fisher confirmed a request for an opinion was sent to the Ohio attorney general's office.

XIII. EXECUTIVE SESSION

Mrs. Rispoli called for a motion to enter executive session to discuss a personnel matter related to the employment of public employees. Mr. Hebebrand moved and Ms. Majka seconded the motion, which passed as follows:

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

The executive session began at 7:06 p.m.

Mrs. Rispoli called for a motion to end the executive session. Ms. Majka moved to end the executive session. Mrs. Vitaz seconded the motion which passed, and the open meeting resumed at 8:22 p.m.

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

XIV. ADJOURNMENT

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

Mr. Stephen Ellis - yes
Mrs. Nancy Fellows - yes
Mr. Matthew Hebebrand - yes

Mrs. Ellen Foley Kessler - yes
Ms. Janet Majka - yes
Mrs. Beverly Vitaz - yes
Mrs. Jerrie Lee Rispoli - yes

The meeting adjourned at 8:23 p.m.

APPROVED:

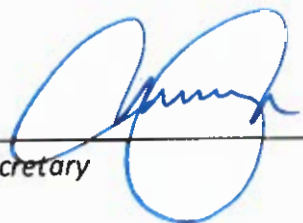
LAKE COUNTY COMMUNITY COLLEGE DISTRICT

October 5, 2023



Board Chair

ATTEST:



Board Secretary