



LANSING COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
October 28, 2024

**Regular Meeting**  
Adopted Meeting Minutes

## **Call to Order**

The meeting was called to order at 6:00 p.m.

## **Roll Call**

Present: Garcia, Hidalgo, Mathews, Thomas, Vaive  
Absent: Frazier, Proctor

## **Pledge of Allegiance**

Trustee Garcia led the Pledge of Allegiance.

## **Approval of Minutes**

IT WAS MOVED BY Trustee Vaive and seconded by Trustee Garcia that the minutes of the September 16, 2024, Regular Board of Trustees meeting be adopted.

Roll call vote:

Ayes: Mathews, Thomas, Hidalgo, Vaive, Garcia  
Nays: None  
Absent: Frazier, Proctor

The motion carried.

## **Additions/Deletions to the Agenda**

Trustee Garcia asked that the RFP for Athletic Uniforms and Equipment be removed from the Consent Agenda.

## **Limited Public Comment Regarding Agenda Items**

There were no Limited Public Comments regarding an agenda item.

## **Monthly Monitoring Report**

## Monthly Monitoring Report – Annual Comprehensive Audit Report

Ms. Michelle Fowler, of Rehmann, presented the Annual Comprehensive Audit Report.

IT WAS MOVED BY Trustee Vaive and seconded by Trustee Thomas that the Annual Comprehensive Audit Report be accepted.

Roll call vote:

Ayes: Hidalgo, Garcia, Mathews, Thomas, Vaive

Nays: None

Absent: Frazier, Proctor

The motion carried.

## Linkage Planning/Implementation

### President Report

President Robinson presented the October 2024 President's report to the Board.

## Action Items – Consent Agenda

The following items were presented under the consent agenda:

- ~~A. 2024 Five Year Capital Outlay Plan and Capital Outlay Project Request (REMOVED)~~
- B. Board of Trustees Employees
  - 1. Expenses – July, August, September 2024
  - 2. Time Reporting – September 2024
- C. Board Policies
  - 1. Board Bylaw 1.8.4 (REVISED)
  - 2. Governance Process 308 (REVISED)
- D. Cooperative Purchase
  - 1. Learning and Performance Management
- E. Request for Proposal
  - ~~1. Athletic Uniforms and Equipment (REMOVED)~~
  - 2. General Trade Services

Trustee Garcia requested that the RFP for Athletic Uniforms and Equipment be removed from the consent agenda.

Chair Mathews requested that the 2024 Five-Year Capital Outlay Plan and Capital Outlay Project Request be removed from the consent agenda for discussion.

IT WAS MOVED BY Trustee Vaive and seconded by Trustee Thomas that the Consent Agenda, removing the 2024 Five-Year Capital Outlay Plan and the Capital Outlay Project Request and the RFP for Athletic Uniforms and Equipment, be approved.

Roll call vote:

Ayes: Vaive, Garcia, Hidalgo, Mathews, Thomas  
Nays: None  
Absent: Frazier, Proctor

The motion carried.

### **Consent Agenda – 2024 Five-Year Capital Outlay Plan and Capital Outlay Project Request**

IT WAS MOVED BY Trustee Vaive and seconded by Trustee Thomas that the 2024 Five-Year Capital Outlay Plan and the Capital Outlay Project Request be approved.

Chair Mathews inquired about the buildings and their intended uses. She also asked specifically about the use of the 505 N. Capitol Avenue Building. A discussion followed.

Roll call vote:

Ayes: Hidalgo, Garcia, Vaive, Mathews, Thomas  
Nays: None  
Absent: Frazier, Proctor

The motion carried.

### **Consent Agenda – RFP for Athletic Uniforms and Equipment**

IT WAS MOVED BY Trustee Vaive and seconded by Trustee Thomas that the RFP for Athletic Uniforms and Equipment be approved.

Trustee Garcia inquired about the utilization of local vendors. He also asked for details regarding the RFP process, including how it is advertised and how contracts are awarded.

Roll call vote:

Ayes: Hidalgo, Thomas, Vaive, Mathews, Garcia  
Nays: None  
Absent: Frazier, Proctor

The motion carried.

## **Monthly Monitoring Report**

The following Monitoring Reports were presented:

1. 2025 – 2035 Campus Master Plan

2. Board of Trustees Annual Ends Report
3. Monthly Financial Statement
4. Monthly Public Safety Report
5. Report Regarding Diversity of Employees

The Annual Board Monitoring Report was submitted as part of the President's annual evaluation process, and a discussion followed.

The college's consultants on the Campus Master Plan provided a brief presentation and responded to questions from the Board.

Additionally, the Monthly Financial Statements, the Monthly Public Safety Report, and the Report on Employee Diversity were discussed.

## **Linkage Planning/Implementation**

### **Chair's Report – Recap of ACCT Leadership Congress**

Chair Mathews stated that the ACCT Leadership Congress in Seattle, WA, was an excellent conference that featured wonderful sessions and provided a wealth of information. She noted that the college is highly regarded within ACCT. Additionally, she mentioned that Trustee Proctor and Ms. Duncan participated in a panel at the conference, discussing the Strategic Roles of Trustees, College Presidents, and Board Professionals. The Chair also announced that she will continue to serve as the President of the African American Caucus, while Ms. Duncan was re-elected as the Central Region Member-at-Large representative to the ACCT Professional Board Staff Executive Committee.

## **Unfinished Business**

There was no Unfinished Business.

## **New Business**

There was no New Business.

## **Public Comment**

Rigoberto Flores: Rigoberto Flores addressed the Board about LCC launching a Club Football Program in Fall 2025.

David McNeilly: David McNeilly addressed the Board about LCC launching a Club Football Program in Fall 2025.

Zachary Roberts: Zachary Roberts addressed the Board about LCC launching a Club Football Program in Fall 2025.

Melissa Kaplan: Melissa Kaplan addressed the regarding upcoming events.

## Board Comment

There were Board comments from Trustees Thomas, Garcia, Vaive, and Mathews.

## Closed Session

IT WAS MOVED by Trustee Hidalgo and seconded by Trustee Garcia that the Board enter into a Closed Session under Section 8(a) of the Michigan OMA for the purpose of discussing the President's yearly performance review as he requested to be undertaken in a closed session.

Roll call vote:

Ayes: Hidalgo, Thomas, Garcia, Mathews, Vaive

Nays: None

Absent: Frazier, Proctor

The motion carried.

The Board entered into a closed session at 8:38 p.m.

The Board returned to the open session at 9:05 p.m.

Roll Call

Present: Garcia, Hidalgo, Mathews, Thomas, Vaive

Absent: Frazier, Proctor

## Adjournment

IT WAS MOVED BY Trustee Vaive and seconded by Trustee Hidalgo that the meeting be adjourned.

Ayes: Garcia, Hidalgo, Mathews, Thomas, Vaive

Nays: None

Absent: Frazier, Proctor

The motion carried.

The meeting adjourned at 9:07 p.m.

Submitted,  
  
Executive Assistant/Liaison to the Board  
Benita Duncan