**PROCEEDINGS**

**OF**

**GRAND RAPIDS COMMUNITY COLLEGE**

**BOARD OF TRUSTEES**

**OFFICIAL**

**REGULAR MEETING**

**BOARD CHAMBERS**

**MONDAY, NOVEMBER 16, 2020**

**I. ORDER OF BUSINESS**

1. Meeting called to order at 4:16 p.m., Dave Koetje in the chair.

 Present: Brame, Bristol, Brunisma, Crosby, Siegel, William, and Koteje – 7

 Absent:

1. Introduction of Guests – None at this time.
2. Review and Approval of Agenda to include additions, deletions, or corrections.
* Motion to approve agenda was made by Trustee Bristol and seconded by Trustee Williams.

Motion carries. 7-0

1. Open Comments – None at this time
2. Special Order of Business (New Business)
* Property Tax Resolution – presented by Lisa Freiburger.

Motion to approve Property Tax resolution as presented was made by Trustee Siegel, seconded by Trustee Crosby. Motion carries 7-0.

**II. Monitoring Reports**

1. Report (s)
* Equity – presented by Dr. B. Afeni McNeely Cobham
* Finance Update – presented by Lisa Freiburger.
	1. **UPDATES**
1. Student Report – Inayah Hakeem updated the board in regards to how Student Alliance is keeping students engaged while in this pandemic.
2. Foundation Update – None at this time.
3. Board Chair Report – Chairperson Koetje thanked Trustee Bristol for her commitment and enthusiasm over the last 6 years and her sensitivity to ALL students. He went on to say what an inspiration she was and will continue to be to the other board members.
4. President’s Update
	* President Pink reviewed the recent changes to the Governors Executive Order that will go into effect on Wednesday of this week, as under the new changes the institution will move all remote learning (with expectation of health programs) and support staff. This order is for a three week period, she will review on November 8th.
	* President Pink also congratulated both the women’s and men’s track teams for qualifying for national, where the women’s team placed forth and the men’s team placed ninth.
	* President Pink thanked Dean of Institutional Research Donng Kragt for her years of service with GRJC/CC and GRPS before that as she will be retiring in January.
5. Faculty Association Update – None at this time.
	1. **Community Connections**
6. Communications to the Board – None at this time.
	1. **CONSENT ITEMS**
7. Minutes of previous meetings, Grant Awards/Requests, Personnel Transactions, & Financial Transactions
	* Minutes from October 19, 2020 Regular Board Meeting
	* Grants GRCC received from October 1 – October 31, 2020

The Area Agency on Aging awarded a continuation grant of $17,700 for the Kent County Senior Millage. This grant supports fitness and wellness classes for senior citizens

 **GRCC Employees on the Move from October 1, 2020 - November 1, 2020**

Please congratulate those who have moved and been promoted

**WELCOME TO GRCC**

Avery Van Ess

Job Developer-Job Corps, Training Solutions

Effective Date: 10/19/2020

**CONGRATULATIONS ON YOUR NEW POSITION**

Matthew Ermatinger

Transfer from: Student Employment Services (Student Assistant)

Transfer to: IT Customer Support – Computer Technician Level I

Effective Date: 10/19/2020

Jaqueline Araiza

Transfer from: Support Professional, College Success Center

Transfer to: Support Professional, Cashiers

Effective Date: 11/2/2020

C. Dennis Triggs

Transfer from: Job Developer

Transfer to: Job Developer, Job Corps, Training Solutions

Effective Date:11/30/2020

**THANK YOU FOR YOUR SERVICE**

**Separation:**

Kiara Conway

College Success Center, Student Success Coach

Effective date: 11/7/2020

Sydney Goebel

Assistant to the Preschool Instructor, Preschool

Effective Date:  10/15/2020

**Retirement:**

Cora Beute

Nursing, Professor

Effective date: 2/26/2021

Paul Doane

Financial Aid, Associate Director

Effective date: 1/16/2021

Gilles Renusson

Secchia Institute for Culinary Arts, Professor

Effective date: 12/31/2020

#### Financial Transactions

 (October 1 - 31, 2020)

 **Purchases $25,000-$100,000**

**a*.* General Fund**

1. Blanket purchase order issued to provide an annual contract for student refund disbursements.

**Requestor: Jennifer Kowalski - Cashiers**

**Expenditure: $26,322.19**

 **Disposition: Recurring Purchase**

 **Supplier: Bank Mobile** New Haven, CT

 Bid: No, single source.

1. Purchase order issued to provide annual renewal for video hosting tool required for Blackboard class content.

**Requestor: Bill Knapp – Distance Learning**

**Expenditure: $32,125.00**

 **Disposition: Recurring Purchase**

 **Supplier: TechSmith Corporation** Okemos, MI

 Bid: No, single source.

1. Purchase order issued to provide armour micro-segmentation security software maintenance renewal.

**Requestor: Jeff Vanderveen – Information Technology**

**Expenditure: $33,750.00**

 **Disposition: Recurring Purchase**

 **Supplier: vArmour Networks** Los Angeles, CA

 Bid: No, single source.

 **b. Other Special Funds**

1. Purchase order issued to provide Cisco equipment required for wireless and wired connectivity at Raleigh J. Finkelstein Hall.

**Requestor: Donovan Wallace – Information Technology**

**Expenditure: $26,536.79 (42-2810)**

 **Disposition: New Purchase**

 **Supplier: Presidio Networked Solutions** Troy, MI

 Source of Funds: Plant Fund

 Bid: Yes, RFP 1920-1356.

1. Purchase order issued to provide furnishings for the Raleigh J. Finkelstein Hall renovation.

**Requestor: Jim VanDokkumburg - Facilities**

**Expenditure: $31,662.48 (42-2810)**

 **Disposition: Replacement Purchase**

 **Supplier: Kentwood Office Furniture** Grand Rapids, MI

 Source of Funds: Plant Fund

 Bid: Yes, RFP 2021-10087.

1. Purchase order issued to provide furnishings for the Raleigh J. Finkelstein Hall renovation.

**Requestor: Jim VanDokkumburg - Facilities**

**Expenditure: $40,045.49 (42-2810)**

 **Disposition: Replacement Purchase**

 **Supplier: Interphase Interiors** Grand Rapids, MI

 Source of Funds: Plant Fund

 Bid: Yes, RFP 2021-10087.

1. Purchase order issued to provide furnishings for the Raleigh J. Finkelstein Hall renovation.

**Requestor: Jim VanDokkumburg - Facilities**

**Expenditure: $42,417.66 (42-2810)**

 **Disposition: Replacement Purchase**

 **Supplier: Custer Workplace Interiors** Grand Rapids, MI

 Source of Funds: Plant Fund

 Bid: Yes, RFP 2021-10087.

1. Purchase order issued to provide payment for Michigan Works program costs for September 2020.

**Requestor: Julie Parks - WFD**

**Expenditure: $49,274.00 (51-2271)**

 **Disposition: Recurring Purchase**

 **Supplier: West Michigan Works** Grand Rapids, MI

Source of Funds: America’s Promise Grant

 Bid: No, grant directed purchase.

1. Purchase order issued to provide furnishings for the Raleigh J. Finkelstein Hall renovation.

**Requestor: Jim VanDokkumburg - Facilities**

**Expenditure: $63,538.89 (42-2810)**

 **Disposition: Replacement Purchase**

 **Supplier: Trellis Partners, LLC** Grand Rapids, MI

 Source of Funds: Plant Fund

 Bid: Yes, RFP 2021-10087.

1. Purchase order issued to provide document and webcam equipment needed to provide live streaming from 100 GRCC classrooms.

**Requestor: Mark Vogel – Media Technology**

**Expenditure: $77,939.10 (51-2822)**

 **Disposition: New Purchase**

 **Supplier: B&H Photo** New York, NY

Source of Funds: Coronavirus Aid, Relief, and Economic Security (CARES) Act Grant

 Bid: No, E&I cooperative agreement.





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Trustee Bruinsma made a motion to approve the consent items as presented, Trustee Williams seconded the motion. Motion carries 7-0.

**ACTION ITEMS**

N. Purchasing Items over $100,000

 **a. General Fund**

No purchases for October 2020.

 **b. Other Special Funds**

No purchases for October 2020.

 **ACCOUNT: KEY:**

 11 – General Fund \* MBE

 14 – Auxiliary Fund \*\* WBE

 15 – Designated Fund \*\*\* M/WBE

 42 – Bonds, Plant Fund \*\*\*\*MLBE

 51 – Grants # - Non Responsive Bid

 91 – Agency Funds NTE - Not to exceed

Sole Source: A single supplier that controls the supply of products or services in a defined market. Typically the product of market conditions such as: technology leadership, patent protection, limited or exclusive distributorship, etc.

Single Source: Supplier selection is determined by objective business decisions such as: leveraged volume purchase contracts, standardization programs, OEM (original equipment manufacturer) parts/service, just in time delivery requirements, etc.

1. **OPEN COMMENT**

*(Faculty, staff, students, and the Public are invited to address the Board on any matter.)*

* None at this time.
1. **FINAL BOARD COMMENTS**

 -Trustee Kenyatta, Congratulated Brandy Lovelady Mitchell and Trustee Williams for their new

 term starting in January. He also thanked Brandon Sinclair for running.

* Trustee Bruinsma, thanked Trustee Bristol for her dedication to each student that walks through the GRCC doors. Going on to say how grateful she was for Trustee Bristol’s service and friendship.
* Trustee Bristol, shared she will miss working with the board and is thankful for the friendships she has made. She said she does plan on continuing to serve the students by volunteering on campus.
1. **Adjournment**
* Adjourned – 5:17 p.m.