Board of Trustees Meeting - MINUTES

November 20, 2025, 8:00 a.m. in the Boardroom

TRUSTEES PRESENT

- Bruce Gosling, Chairperson
- Carol Higgins, Vice-Chairperson
- Kimberlee Bontrager, Treasurer – via ZOOM
- Rod Lopez, Secretary
- Elizabeth Datkovic, Trustee
- P. Joseph "Joe" Haas, Trustee

TRUSTEES ABSENT

- Richard "Rick" Cordes, Trustee

OTHERS PRESENT

- Dr. Bryan Newton, President
- Dr. Adam Cloutier, Vice-President of Academics
- Tonya Howden, Vice-President of Student Services
- Dr. Tracy Labadie, Vice-President of Finance & Administration
- Jamie Yesh, Executive Director of Human Resources
- Denise DeVries, Executive Director of Communications & Marketing
- Dr. Tammy Russell, Executive Director of Institutional Planning, Assessment & Research
- Lee Herschberger, Three Rivers Health / Beacon CEO
- Andrew Wingard, Foundation Director
- Danielle Stone, Dean of Student Engagement
- Sam Waniewski, Men's Basketball Coach
- Christina Steele, Director of Allied Health
- Barb Murk, IR Assistant
- Josh Sullivan, Rehmann
- Jennifer Dodson, Controller
- Eric Pschigoda, Workforce Development
- Diane Zinsmaster, Recording Secretary

1. CALL MEETING TO ORDER
   Chairperson Bruce Gosling called the meeting to order at 8:00 a.m. in the boardroom.

2. APPROVAL OF AGENDA
   Motion by Higgins, second by Haas, to approve the agenda. Motion carried.

3. MOMENT of SILENCE
   As we remember the many things we have to be thankful for.

4. INTRODUCTION of NEW EMPLOYEES
   Danielle Stone / Dean of Student Engagement, Eric Pschigoda / Workforce Development, and Sam Waniewski / Men's Basketball Coach.
   Welcome, Danielle, Eric, and Sam!

5. INTRODUCTION of ATTENDEES
   Everyone introduced themselves.

6. FOCUS TOPIC:
   AUDIT PRESENTATION – JOSH SULLIVAN, REHMANN
   Josh Sullivan, from Rehmann, gave a brief presentation on the audit for years ended June 30, 2025, and 2024, which included financial statements and supplementary information. He stated that he was pleased to report that they gave Glen Oaks a clean, unmodified opinion, which is the highest rating that can be given.
   Some of the highlights included:
   - Page 7 - required supplementary information.
   - Page 8 – internal control / single audit.
   - Page 28 – statement of net position
     Total current assets: $23,332,369
     Total liabilities: $21,744,604
     Net position $27,267,968

   Mr. Sullivan stated that he wanted to thank everyone who helped to make the audit process go so smoothly.

   RAD TECH PROGRAM UPDATE – CHRISTINA STEELE and LEE HERSCHBERGER
   Shared a brief PowerPoint presentation. They shared that there is a shortage of Rad Techs. Some of the presentation highlights included:
   - Rad Tech starting salary is $55,000 annually
   - If GOCC were to start a Rad Tech Program, it would help by offering trained, skilled professionals for the healthcare workforce. It would also allow for economic and community growth.
   - Beacon would like to hire more Rad Techs.
   - They shared the projected cost to start the program (capital purchases, tuition revenue, and total expense) and a project timeline if GOCC were to decide to proceed.

7. APPROVAL of OCTOBER 9, 2025, BOARD of TRUSTEES MEETING MINUTES
   Motion by Haas, second by Lopez to approve the October 9, 2025, minutes as presented. Motion carried.

8. TREASURER'S REPORT
   Dr. Tracy Labadie, Vice-President of Finance & Administration, gave the unaudited November 2025 Treasurer's Report for the period ending October 31.

   Total YTD Revenue composition FY 2025 as of October 31, 2025:

Property Tax	24%	$1,197,380	State Funds Revenue	15%	$737,881
Tuition Revenue	39%	$1,903,668	Fee Revenue	10%	$470,537
Student Housing	6%	$291,646	Interest Income	1%	$40,366
Misc. Income	5%	$256,853			

   October 31 YTD Operating Expenses:

Equipment	$9,337	Other Operating Expenses	$17,308
Travel/PD	$169,176	Professional Services	$163,263
Material & Supplies	$122,094	Promotion/Publication	$109,216
Scholarship	$106,904	Maintenance Contracts	$784,040

Maintenance/repairs	$57,596	Insurance	$86,547
Utilities	$127,922		

The Treasurer's Report will be filed pending audit.

9. AUDIT / FINANCE COMMITTEE UPDATE
Ms. Bontrager stated that the Audit / Finance Committee met on 11/17/25 and supports the recommendation to the board to approve the audit as presented by Rehmann.

10. STATE / NATIONAL LEGISLATIVE UPDATE
President Newton stated that there is not much to report at this time. Legislature will be having hearings to discuss lowering the age for the Reconnect Program. He said there have also been some discussions on modernizing the DE funding, where the payment would come from the State rather than from each school district. People are waiting to see what the ramifications could be from President Trump dissolving the Department of Education.

11. VISITOR COMMENTS
None

12. DISCUSSION ITEMS
None

13. ACTION ITEMS
A) APPROVE AUDIT, FINANCIAL STATEMENTS and SUPPLEMENTAL INFORMATION for YEAR -END JUNE 30, 2025
Motion by Higgins, seconded by Datkovic, to approve the audit, financial statements, and supplemental information as presented by Rehmann.

ROLL CALL VOTE:
VOTING AYE: Haas, Higgins, Lopez, Datkovic and Gosling
Attending via ZOOM so VOTE not COUNTED: Bontrager
VOTING NAY: None
ABSENT: Cordes
MOTION: Carried

B) APPROVE CALENDAR CHANGE – COLLEGE CLOSED DECEMBER 22 & 23, 2025
Motion by Haas, seconded by Lopez, to approve that the college be closed on December 22 & 23, 2025 as presented. Motion carried.

14. ADMINISTRATIVE REPORTS
A) VICE-PRESIDENT of ACADEMICS – DR. ADAM CLOUTIER
Dr. Cloutier stated he was pleased to report that we have a new articulation agreement with Indiana Tech, and we are working on one with Saginaw Valley. He said that our Workforce Development area continues to work on some great things. He gave an update on the CDL-A program status and said that it will be going to Sturgis City Council for a second reading and requesting consideration for an ordinance change.

B) VICE-PRESIDENT of STUDENT SERVICES – TONYA HOWDEN
Ms. Howden stated that registration for the Winter semester started this week. She gave an update on the Campus Cupboard. She shared that Anne Springsteen submitted a grant request and received a new locking refrigerator. It has been a terrific addition and will allow us the opportunity to better serve our students' needs. Campus Cupboard has assisted 41 households and 124 individuals so there definitely has been a true need.

C) VICE-PRESIDENT of FINANCE & ADMINISTRATION– DR. TRACY LABADIE

Dr. Labadie stated that she wanted to thank Barb Thole, Jennifer Dodson, Stacie Hart, and Jean Zimmerman for all their help with the audit process. She shared that she will be launching a new zero based budget process and capital request process. This will encourage people to think about what their true needs are and ensure that requests align with our Strategic Plan. She anticipates that Ellucian will help us to modernize our processes. She said she plans to bring the tuition and fees recommendation to the board in March and share the draft budget with employees at the Town Hall meeting. She is in the process of requesting RFP for Master Facilities request which will assist with our long-term strategic planning.

D) EXECUTIVE DIRECTOR of HUMAN RESOURCES – JAMIE YESH

Ms. Yesh stated that we have seven active ongoing searches at this time. She gave an update on insurance open enrollment, with the new plans starting January 1, 2026. She stated that as part of our Emergency Operations Plan, we will be doing safety training sessions in the Spring. We have met with Everbridge which offers an app to send out messages during emergencies. (college closed, active shooter, etc.)

E) EXECUTIVE DIRECTOR of COMMUNICATIONS & MARKETING – DENISE DEVRIES

Ms. DeVries stated the Annual Report is at the printer and will be mailed out after Thanksgiving. She anticipates the new website to be released in January of 2026. She shared that we have several different active digital campaigns which includes – Michigan Reconnect, IIA Grant, Michigan Guarantee and for the service areas in Indiana.

F) EXEC. DIR. of INSTITUTIONAL PLANNING, ASSESSMENT & RESEARCH – DR. TAMMY RUSSELL

Dr. Russell stated that she was pleased to report that our Fall compliance reported wrapped up November 1st.

G) FOUNDATION DIRECTOR – ANDREW WINGARD

Mr. Wingard stated that he has been busy listening, learning, and assessing how to strengthen the Foundation. He shared that he believes that there are four types of giving: annual giving, major gifts, planned giving and corporate/foundation giving. He said it is important that we be as resourceful as possible.

H) PRESIDENT NEWTON

President Newton stated that he wanted to thank Trustees Cordes and Lopez for attending the ACCT Conference. One of the main topics that focused on was AI, and after listening to that session it is clear that we need to embrace AI to help align the college to our vision statement. He shared that next year we have some major technology upgrades planned. Dr. Labadie has agreed to oversee our Strategic Planning.

15) CLOSED SESSION

None

16) ADJOURNMENT

Motion by Haas, second by Lopez to adjourn. Chairperson Bruce Gosling adjourned the meeting at 9:29 a.m.

Next Board Meeting: **December 11, 2025 –**
will be a very short meeting, followed by a Work Session.

Bruce Gosling
Chairperson, Board of Trustees

Rod Lopez
Secretary, Board of Trustees