

**LAKE COUNTY COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES REGULAR MEETING**

**March 5, 2026, 3:00 p.m.  
Board Room-Building D, Room D2115**

**MINUTES**

- 1.0 Call to Order-**The Lake County Community College District Board of Trustees regular meeting was called to order by Board Chair, Mr. Paul Rupert, at 3:00 p.m.
- 2.0 Pledge of Allegiance-**Mr. Rupert lead the Pledge of Allegiance.
- 3.0 Roll Call**  
At Mr. Rupert's request, roll was taken, and the following Trustees were present:  
Ms. Janet Majka  
Mr. Matthew Hebebrand  
Mr. Jack Cornachio  
Mr. Kevin Freese  
Mr. Tim O'Brien  
Mrs. Deanna Elsing  
Mrs. Nancy Fellows  
Mr. Mike Benz  
Mr. Paul Rupert

**Also in attendance:**

Dr. Sunil Ahuja, President  
Dr. John Crooks, Interim Provost and Vice President for Academic and Student Affairs  
Dr. Nora Stickney, Assistant Provost  
Mr. David Cummins, Vice President of Administrative Services & College Treasurer  
Dr. Christina Corsi, Interim Vice President for Enrollment and Retention Management  
Mrs. Lisa Durst, Chief Human Resources Officer  
Mr. Rick Penny, Chief Information Officer  
Ms. Jessica Tremayne, Chief Public Relations Officer  
Mr. Mario Petitti, Dean of Students  
Dr. Erin Fekete, Dean for Arts, Humanities, and Social Sciences  
Dr. Gretchen Skok DiSanto, Lakeland Faculty Association President and Professor  
Mrs. Stephanie Brown, Chief Data Analytics Officer for College Initiatives  
Mrs. Melissa Amspauh, Senior Director for Admissions and Enrollment Operations  
Mr. John Theiss, Dispatch, Security Systems, and Public Safety Coordinator  
Ms. Lisa Miller, Executive Assistant to Interim Provost  
Mr. John McCreery, Executive Director of The Lakeland Foundation  
Mr. Jay Kahn, Director of Facilities Management  
Ms. Kristin Gregory, Lakeland Staff Association President  
Mr. Scott Welch, Attorney-Ohio Attorney General's Office

**4.0 Approval of the January 22, 2026, Board of Trustees Regular Meeting Minutes**  
Mr. Rupert asked for any changes or corrections to the meeting minutes. Hearing none, Mr. Rupert called for a motion to approve the minutes of the January 22, 2026, regular meeting. Ms. Majka moved to approve the minutes, and Mr. Benz seconded the motion, which passed as follows:

Ms. Janet Majka-yes  
Mr. Matthew Hebebrand-yes  
Mr. Jack Cornachio-yes  
Mr. Kevin Freese-yes  
Mr. Tim O'Brien-yes  
Mrs. Deanna Elsing-yes  
Mrs. Nancy Fellows-yes  
Mr. Mike Benz-yes  
Mr. Paul Rupert-yes

**5.0 Approval of the February 12, 2026, Board of Trustees Special Meeting Minutes**  
Mr. Rupert asked for any changes or corrections to the meeting minutes. Hearing none, Mr. Rupert called for a motion to approve the minutes of the February 12, 2026, special meeting. Mr. Cornachio moved to approve the minutes, and Mrs. Elsing seconded the motion, which passed as follows:

Ms. Janet Majka-yes  
Mr. Matthew Hebebrand-yes  
Mr. Jack Cornachio-yes  
Mr. Kevin Freese-yes  
Mr. Tim O'Brien-yes  
Mrs. Deanna Elsing-yes  
Mrs. Nancy Fellows-yes  
Mr. Mike Benz-yes  
Mr. Paul Rupert-yes

**6.0 Remarks from the Board Chair**

Mr. Rupert thanked all those who attended the recent Willoughby Western Lake County Chamber of Commerce 2026 Annual Meeting and Awards luncheon on January 30, 2026, where the College received the Showcase Award. Mr. Rupert formally thanked Mr. David Cummins for his two years of service at the College. He provided an update on the Vice President of Administrative Services and College Treasurer search process with RH Perry. He informed the Board of the upcoming final interview dates occurring on April 20-April 23, 2026. The vote to select a final candidate will be occurring during the next scheduled meeting on April 23, 2026. Mr. Rupert reminded the Board to confirm attendance at commencement for Spring 2026 to meet the deadline for regalia orders. He reminded the Board to complete the filing of Financial Disclosures with the Ohio Ethics Commission by May 15, 2026, and confirmed Ms. Dana Buckler will be sending regular reminders to the Board regarding this process. Mr. Rupert also reminded the Board of the Trustees Conference occurring on September 10, 2026.

**7.0 Participation of the Public (30-minute time limit)**

No public participants at this meeting.

## **8.0 Information Items and Reports**

- 8.1** Dr. Ahuja opened his remarks by communicating the Budget Memo sent to cost center managers regarding the development of the FY27 base operating and capital budgets. He announced that the commencement speaker for Spring 2026 ceremony will be Mr. Matt Dolan, CEO of Team NEO. Dr. Ahuja also announced the College's 60th Anniversary Planning Committee. He reviewed OACC's enrollment data for Spring 2026 and ODHE's Enrollment and Financial Data. Dr. Ahuja recognized the Willoughby Western Lake County Chamber's Showcase Award for the E-Building. Finally, he recognized Mr. David Cummins for his upcoming retirement in June 2026.
- 8.2** Ms. Janet Majka provided a report from Academic and Student Success Committee. The committee approved Resolution A6-26, Recognizing Professor of Chemistry, Phil Roskos. She informed the Board of the upcoming All County Breakfast networking event and NEOSEF (Northeast Ohio Science and Engineering Fair) both scheduled in March 2026. Ms. Majka reported that Dr. John Crooks shared several notable accomplishments from faculty, staff, and students, recognizing their continued excellence and contributions to the College. She provided an update regarding Dr. Christina Corsi's report on Experience Lakeland Day which occurred on February 27, 2026.
- 8.3** Mr. Rupert provided a report for the Finance, Audit, and Physical Plant Committee. He reported that Mr. Cummins presented the financial report highlights for January 31, 2026, and the update on FY27 budget development. The committee approved the following items: Resolution F7-26, Authorizing the College to Increase the Design-Build Contract for the Mechanical Improvements Project, Resolution F8-26, Approving the Agreement Regarding Health Care Benefits of the Lake County Schools Consortium, Resolution F9-26, Adjusting the Rates of Tuition Commencing Summer Semester 2026, Resolution F10-26, Cardinal Community Credit Union, Inc. on Campus Branch Agreement, Policy 3354:2-03-08, Financial Records and Audits Lake County Schools Consortium, Policy 3354:2-11-05, Identity Theft Prevention, Policy 3354:2-31-01, Treasury Management, and Policy 3354:2-39-01, Solicitation and Sales Policy. Mr. Rupert reported that there were no items over \$200,000 requiring Board approval.
- 8.4** Mr. Matthew Hebebrand provided a report from the Human Resources Committee. He reported that the committee approved the Personnel Report which included details about the recent hiring of Ms. Vanessa Majewski as the new Registrar. He also reported that additional vacancies have been filled and a promotion of Ms. Marcy Hudson to CTE Coordinator. Mr. Hebebrand also acknowledged Mr. Cummins' retirement details on the Personnel Report.

## **9.0 Action Items**

Mr. Hebebrand discussed upcoming increased expenses for the College regarding health care, buildings, and maintenance. He provided some details about his decision-making process regarding the tuition increase. Ms. Majka discussed her considerations regarding the tuition increase, as well.

Mr. Rupert called for a motion to approve the remaining bundled action items 9.1 through 9.9. Mr. Freese moved, and Mr. O'Brien seconded the motion, which passed as follows:

Ms. Janet Majka-yes  
Mr. Matthew Hebebrand-yes  
Mr. Jack Cornachio-yes  
Mr. Kevin Freese-yes  
Mr. Tim O'Brien-yes  
Mrs. Deanna Elsing-yes  
Mrs. Nancy Fellows-yes  
Mr. Mike Benz-yes  
Mr. Paul Rupert-yes

- 9.1 Resolution A6-26, Recognizing Professor of Chemistry, Phil Roskos-APPROVED
- 9.2 Resolution F7-26, Authorizing the College to Increase the Design-Build Contract for the Mechanical Improvements Project-APPROVED
- 9.3 Resolution F8-26, Approving the Agreement Regarding Health Care Benefits of the Lake County Schools Consortium-APPROVED
- 9.4 Resolution F9-26, Adjusting the Rates of Tuition Commencing Summer Semester, 2026-APPROVED
- 9.5 Resolution F10-26, Cardinal Community Credit Union, Inc. on Campus Branch Agreement-APPROVED
- 9.6 Policy 3354:2-03-08, Financial Records and Audits Lake County Schools Consortium-APPROVED
- 9.7 Policy 3354:2-11-05, Identity Theft Prevention-APPROVED
- 9.8 Policy 3354:2-31-01, Treasury Management-APPROVED
- 9.9 Policy 3354:2-39-01, Solicitation and Sales Policy-APPROVED

**10.0 Consent Agenda**

Mr. Rupert called for a motion to approve the remaining items on the consent agenda, Personnel Report and Report of Purchase Orders, Bids, and Expenditures. Mr. Hebebrand moved, and Ms. Majka seconded the motion, which passed as follows:

Ms. Janet Majka-yes  
Mr. Matthew Hebebrand-yes  
Mr. Jack Cornachio-yes  
Mr. Kevin Freese-yes  
Mr. Tim O'Brien-yes  
Mrs. Deanna Elsing-yes  
Mrs. Nancy Fellows-yes  
Mr. Mike Benz-yes  
Mr. Paul Rupert-yes

- 10.1 Personnel Report-APPROVED
- 10.2 Report of Purchase Orders, Bids, and Expenditures-APPROVED

**11.0 Old Business**

No items of old business.

**12.0 New Business**

No items of old business.

**13.0 Executive Session**

Mr. Rupert called for a motion to enter Executive Session to discuss personnel, legal matter, and to consider the purchase of property for public purposes, the sale of property at competitive bidding, or the sale or other disposition of unneeded, obsolete, or unfit-for-use property in accordance with section 505.10 of the Revised Code, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest in accordance with Ohio Revised Code 121.22, Section G. Mr. Freese moved, and Mr. O'Brien seconded the motion, which passed as follows:

Ms. Janet Majka-yes  
Mr. Matthew Hebebrand-yes  
Mr. Jack Cornachio-yes  
Mr. Kevin Freese-yes  
Mr. Tim O'Brien-yes  
Mrs. Deanna Elsing-yes  
Mrs. Nancy Fellows-yes  
Mr. Mike Benz-yes  
Mr. Paul Rupert-yes

The executive session began at 3:36 p.m.

Mr. Rupert called for a motion to close the executive session. Mr. Freese moved, and Mr. Benz seconded the motion, which passed as follows:

Ms. Janet Majka-yes  
Mr. Matthew Hebebrand-yes  
Mr. Jack Cornachio-yes  
Mr. Kevin Freese-yes  
Mr. Tim O'Brien-yes  
Mrs. Deanna Elsing-yes  
Mrs. Nancy Fellows-yes  
Mr. Mike Benz-yes  
Mr. Paul Rupert-yes

The executive session ended at 4:18 p.m.

**14.0 Adjournment**

Mr. Rupert called for a motion for adjournment. Mr. Freese moved, and Ms. Majka seconded the motion, which passed as follows:

Ms. Janet Majka-yes  
Mr. Matthew Hebebrand-yes

Mr. Jack Cornachio-yes  
Mr. Kevin Freese-yes  
Mr. Tim O'Brien-yes  
Mrs. Deanna Elsing-yes  
Mrs. Nancy Fellows-yes  
Mr. Mike Benz-yes  
Mr. Paul Rupert-yes

The meeting was adjourned at 4:19 p.m.

**LAKE COUNTY COMMUNITY COLLEGE DISTRICT**

**APPROVED: April 23, 2026**



**Board Chair**



**Board Secretary**