

**LAKE COUNTY COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES REGULAR MEETING**  
Thursday, April 4, 2024 – 5:30 PM  
Center for Learning Innovation (CLI) Room A2100  
ZOOM Video Conferencing

**I. CALL TO ORDER** The Lake County Community College District Board of Trustees regular meeting was called to order by Chair Ellen Foley Kessler at 5:30 p.m.

**II. PLEDGE OF ALLEGIANCE** Mrs. Kessler lead the Pledge of Allegiance.

**III. ROLL CALL** At the chair's request, roll was taken, and the following Trustees were present:

Mr. Matthew Hebebrand	Mrs. Beverly Vitaz
Mrs. Ellen Foley Kessler	Mr. Jack Cornachio
Mr. Timothy O'Brien	Mrs. Nancy Fellows
Mr. Paul Rupert	Mr. Kevin Freese

Ms. Majka arrived after roll call.

Also in attendance: Dr. Laura Barnard, executive vice president and provost; 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; Mike Cooper, interim treasurer, Mike Fisher, vice president and general counsel; and Jim Hackenberg, legal consultant.

**IV. MINUTES**

Mrs. Kessler called for a motion to approve the minutes of the March 7, 2024 regular meeting. Mr. Rupert moved to approve the minutes and Mrs. Vitaz seconded the motion, which passed as follows:

Mr. Matthew Hebebrand - yes	Mrs. Beverly Vitaz - yes
Mrs. Ellen Foley Kessler - yes	Mr. Jack Cornachio - yes
Ms. Janet Majka - yes	Mrs. Nancy Fellows - yes
Mr. Timothy O'Brien - yes	Mr. Kevin Freese - yes
Mr. Paul Rupert - yes	

**V. PARTICIPATION OF THE PUBLIC (30 MINUTE TIME LIMIT)**

Mrs. Kessler announced that public participants who signed in prior to the start of the meeting can address the board when their name is called. Public participants included: Mr. Brian Masse.

Mr. Massie, Lobbyist's for Citizens, commented that he is concerned about property taxes in Lake County and asked what decisions the Board has made regarding the Holden University Center which is now vacant. Mrs. Kessler noted that as soon as a decision is made by the Board it will be made public.

Mr. Massie also asked if the audit report from the State of Ohio was received. Mrs. Kessler noted that the college had not received it yet and it would also be made available to the public once it is issued.

**VI. COMMITTEE REPORTS**

**Academic & Student Success**

Ms. Majka stated the committee has not met but plans to schedule a meeting once the new committee assignments are identified.

## **Finance, Audit, & Physical Plant**

Mrs. Vitaz reported that the committee met on March 26, 2024.

### Report of Purchase Orders, Bids, and Expenditures

Mrs. Vitaz introduced the Report of Purchase Orders, Bids, and Expenditures and noted it was reviewed by the finance committee and asked for Board approval on three items. The finance committee moved to approve the Report of Purchase Orders, Bids, and Expenditures and Mr. Hebebrand seconded the motion, which passed as follows:

Mr. Matthew Hebebrand - yes

Mrs. Beverly Vitaz - yes

Mrs. Ellen Foley Kessler - yes

Mr. Jack Cornachio - yes

Ms. Janet Majka - yes

Mrs. Nancy Fellows - yes

Mr. Timothy O'Brien - yes

Mr. Kevin Freese - yes

Mr. Paul Rupert - yes

## **Human Resources**

Mrs. Kessler reported that the committee has not met due to spring break and no availability but will move items forward to the next meeting of the committee and then to the May Board meeting.

### Personnel report:

Mrs. Kessler called on Mr. Fisher who noted the personnel report included faculty leave requests for Board approval. Mrs. Fellows asked what the total cost to the college is for the leave requests. Mr. Fisher noted that he would get the information requested. The Board did not vote on the personnel report and Mrs. Kessler noted that the approval items will be considered at the May 2, 2024 Board meeting.

## **Diversity, Equity, and Inclusion**

Mr. Hebebrand stated the committee has not met but plans to schedule a meeting in the coming weeks.

## **VII. RESOLUTIONS**

### **Resolution 11-24 A Resolution Authorizing the Hiring, Termination, Promotion or Transfer of Lakeland Staff, Faculty and Other Employees**

Mr. Fisher noted that resolution 11-24 is in conjunction with the personnel report. Mrs. Kessler noted this resolution will be considered at the May 2 Board meeting.

### **Resolution 12-24 A Resolution Appointing an Interim Treasurer**

Mrs. Kessler recommended resolution 12-24 for adoption. Mr. Hebebrand moved to adopt resolution 12-24 and Mrs. Vitaz seconded the motion. The motion passed as follows:

Mr. Matthew Hebebrand - yes

Mrs. Beverly Vitaz - yes

Mrs. Ellen Foley Kessler - yes

Mr. Jack Cornachio - yes

Ms. Janet Majka - yes

Mrs. Nancy Fellows - yes

Mr. Timothy O'Brien - yes

Mr. Kevin Freese - yes

Mr. Paul Rupert - yes

## **VIII. UNFINISHED BUSINESS**

### **Committee Governance Model**

The Board discussed the current committee structure and agreed to leave the model as is. Mrs. Kessler noted they can review this model at any time in the future and make changes if needed. Mr. Hebebrand moved to keep the current committee structure and Ms. Majka seconded. The motion passed as follows:

Mr. Matthew Hebebrand - yes  
Mrs. Ellen Foley Kessler - yes  
Ms. Janet Majka - yes  
Mr. Timothy O'Brien - yes  
Mr. Paul Rupert - yes

Mrs. Beverly Vitaz - yes  
Mr. Jack Cornachio - yes  
Mrs. Nancy Fellows - yes  
Mr. Kevin Freese - yes

## IX. NEW BUSINESS

### Foundation Board Appointment

Mrs. Kessler appointed Janet Majka to the seat on the Foundation Board vacated by Mrs. Rispoli. The other members are Jack Cornachio and Ellen Foley Kessler.

### Committee Appointments

Mrs. Kessler appointed members to each committee as follows:

#### Finance, Audit, & Physical Plant Committee

1. Beverly Vitaz, Chair
2. Matthew Hebebrand
3. Paul Rupert

#### Human Resources

1. Nancy Fellows, Chair
2. Ellen Foley Kessler
3. Kevin Freese

#### Academic & Student Success

1. Janet Majka, Chair
2. Jack Cornachio
3. Tim O'Brien

#### Diversity, Equity, & Inclusion

1. Matthew Hebebrand, Chair
2. Jack Cornachio
3. Nancy Fellows

#### Approval of the 2025-2026 Academic Calendar

Mrs. Kesler asked for a motion to approve the 2025-2026 Academic Calendar. Mr. Hebebrand moved and Ms. Majka seconded the motion, which passed as follows:

Mr. Matthew Hebebrand - yes	Mrs. Beverly Vitaz - yes
Mrs. Ellen Foley Kessler - yes	Mr. Jack Cornachio - yes
Ms. Janet Majka - yes	Mrs. Nancy Fellows - yes
Mr. Timothy O'Brien - yes	Mr. Kevin Freese - yes
Mr. Paul Rupert - yes	

## X. PLANNING

Mrs. Kessler announced that Dr. Sunil Ahuja will be appointed as the sixth President of Lakeland Community College. Mrs. Kessler asked for a motion to approve. Mr. Hebebrand moved and Mrs. Fellows seconded the motion, which passed as follows:

Mr. Matthew Hebebrand - yes	Mrs. Beverly Vitaz - yes
Mrs. Ellen Foley Kessler - yes	Mr. Jack Cornachio - yes
Ms. Janet Majka - yes	Mrs. Nancy Fellows - yes
Mr. Timothy O'Brien - yes	Mr. Kevin Freese - yes
Mr. Paul Rupert - yes	

**XI. EXECUTIVE SESSION**

Mrs. Kessler called for a motion to enter into executive session to discuss matters related to the employment of the new college president. Mrs. Vitaz moved and Mr. Freese seconded the motion, which passed as follows:

- |                                |                          |
|--------------------------------|--------------------------|
| Mr. Matthew Hebebrand - yes    | Mrs. Beverly Vitaz - yes |
| Mrs. Ellen Foley Kessler - yes | Mr. Jack Cornachio - yes |
| Ms. Janet Majka - yes          | Mrs. Nancy Fellows - yes |
| Mr. Timothy O'Brien - yes      | Mr. Kevin Freese - yes   |
| Mr. Paul Rupert - yes          |                          |

The executive session began at 5:56 p.m.

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

- |                                |                          |
|--------------------------------|--------------------------|
| Mr. Matthew Hebebrand - yes    | Mrs. Beverly Vitaz - yes |
| Mrs. Ellen Foley Kessler - yes | Mr. Jack Cornachio - yes |
| Ms. Janet Majka - yes          | Mrs. Nancy Fellows - yes |
| Mr. Timothy O'Brien - yes      | Mr. Kevin Freese - yes   |
| Mr. Paul Rupert - yes          |                          |

The regular meeting resumed at 6:39 p.m.

**XII. ADJOURNMENT**

Mrs. Kessler called for a motion to adjourn. Mrs. Fellows moved, and Mr. Cornachio seconded the motion which passed as follows:

- |                                |                          |
|--------------------------------|--------------------------|
| Mr. Matthew Hebebrand - yes    | Mrs. Beverly Vitaz - yes |
| Mrs. Ellen Foley Kessler - yes | Mr. Jack Cornachio - yes |
| Ms. Janet Majka - yes          | Mrs. Nancy Fellows - yes |
| Mr. Timothy O'Brien - yes      | Mr. Kevin Freese - yes   |
| Mr. Paul Rupert - yes          |                          |

The meeting adjourned at 6:40 p.m.

**APPROVED:**

**LAKE COUNTY COMMUNITY COLLEGE DISTRICT**

May 2, 2024

  
 \_\_\_\_\_  
 Board Chair

**ATTEST:**

  
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 Board Secretary