

**Kellogg Community College
Minutes of the Special Meeting of the Board of Trustees
October 30, 2018**

A special meeting of the Kellogg Community College Board of Trustees was held on Wednesday, October 30, 2018, in the Board Room of the Roll Building, 450 North Avenue, Battle Creek, MI.

Chairman Claywell called the meeting to order at 6:09 p.m. Roll was taken and reflected the following:

Chairman Steve Claywell
Trustee Jill Booth
Trustee Matthew Davis

Trustee Jonathan Byrd
Trustee Julie Camp Seifke
Trustee Patrick O'Donnell

Attendance from President's Council included:
Dr. Kay Keck, Vice President, Student and Community Services
Mr. Eric Greene, Chief Communications Officer
Ms. Pauline Rombaugh, Manager, President's Office

Three individuals sat in the gallery.

BOARD REPORTS AND REQUESTS

Chairman Claywell spoke on behalf of Kellogg Community College and the Board of Trustees and thanked all candidates that expressed interest in the vacant Board position and willingness to serve our community and serve Kellogg Community College.

Chairman Claywell provided an overview of the selection process. At the last Board meeting, there were three Trustees, with an additional alternate Trustee, asked to review all applicants that submitted interest in the Board vacancy. A review of all applicants took place after the last Board meeting. Five selected candidates were identified and agreed upon unanimously. Interviews were setup among the five selected candidates. Scripts were utilized so that interviews were conducted consistently. A unanimous decision was derived post interviews. A collection of typed interview notes were made available by Chairman Claywell for any Trustee interested in reviewing.

Chairman Claywell thanked Trustee Davis, Trustee Byrd and Trustee Booth for their review and their investment in this process.

Clarification provided from Trustee Booth that she was the designated alternate Trustee and indicated she did not participate in the interviews.

Trustee O'Donnell thanked the three Trustee's that gave of their time.

Trustee Byrd added that it was a pleasure to serve in the process and thanked Trustee Davis, Chairman Claywell and Trustee Booth for serving.

Chairman Claywell expressed gratitude for Dr. Kay Keck for her willingness to answer any questions and for sitting in for President O'Connell who was excused.

Trustee Davis stated it was a difficult choice because all five finalists were highly qualified and solid candidates.

CITIZEN/STAFF REQUESTS AND COMMENTS

None.

ACTION ITEMS

Appointment of Board Trustee vacancy: Appointment will be expected to complete the remainder of the six-year term, which expires December 31, 2020. Candidate for service must reside and be

registered to vote in the Kellogg Community College tax district. Trustee Byrd moved to appoint Ms. Carla Reynolds, supported by Trustee Davis with unanimous approval from the Board.

CITIZEN/STAFF COMMENTS

None.

ADJOURNMENT

Chairman Claywell moved to adjourn the meeting, supported by Trustee Byrd and Trustee Booth with Board approval the meeting ended at 6:18 p.m.

Jonathan Byrd, Secretary

Steven Claywell, Chair