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**Kellogg Community College
Minutes of the Special Meeting of the Board of Trustees
July 20, 2022**

The Kellogg Community College Board of Trustees met in a special public session on July 20, 2022, at 6:30 p.m. in the Board Room of the Kellogg Community College Roll Administration Building, 450 North Avenue, Battle Creek, MI. A Zoom conferencing option was available to staff and the public.

Chairman Claywell called the meeting to order at 6:30 p.m. Roll call was conducted.

Chairman Steve Claywell - present
Trustee Jill Booth – absent
Trustee Carla Reynolds – present
Trustee Xenia McKay – present

Trustee Jonathan Byrd – absent
Trustee Matthew Davis – absent
Trustee Patrick O'Donnell – present

ADJUSTMENTS TO THE AGENDA: There were no adjustments to the agenda.

CITIZEN/STAFF COMMENTS

None.

ACTION ITEMS

- A. Faculty Tentative Agreement 2022-2025:** The Board of Trustees unanimously voted to approve the 2022-2025 faculty tentative agreement with a motion from Trustee O'Donnell and supported by Trustee Reynolds.

- B. Administrative Salary Recommendation:** Administrative salary recommendation for an increase of two percent on the salary schedule for the College's administrative staff, with movements to midpoint according to the College's Hay Administrative Salary Process for staff who are below the midpoint of their salary range. Due to budgetary constraints, this recommendation excludes any movements to maximum for staff who are not yet at the maximum of the range for their classification. Additionally, the recommendation was for the authorization to allow administrators the option of cashing in up to two days of leave time for a one-time payment equal to up to two percent of their annual salary. The Board of Trustees unanimously voted to approve the administrative salary recommendation with a motion from Trustee O'Donnell and supported by Trustee Reynolds.

BOARD REPORTS AND REQUESTS

None.

CITIZEN/STAFF COMMENTS

None.

ADJOURNMENT

At 7:02 p.m., the Board of Trustees unanimously voted to adjourn the July 20, 2022, special meeting of the Board of Trustees with a motion from Trustee O'Donnell and supported by Trustee Reynolds.

Steve Claywell, Chairman

Jonathan Byrd, Secretary

BOARD OF TRUSTEES

Steven A. Claywell
Chair

Jill M. Booth
Vice Chair

Jonathan D. Byrd
Secretary

Matthew A. Davis
Treasurer

Xenia C. McKay
Trustee

Patrick A. O'Donnell
Trustee

Carla C. Reynolds
Trustee

Dr. Paul R. Watson II
Interim President