TERRA STATE COMMUNITY COLLEGE
Fremont, OH 43420
BOARD OF TRUSTEES MEETING MINUTES
Wednesday, January 21, 2026
3:00 p.m. Boardroom B206

The Terra State Community College Board of Trustees met for a regular meeting at 3:00 p.m. on Wednesday, January 21, 2026, in the Boardroom in the General Technologies Building on the Terra State Community College campus.

Board Members Present: Tim Ellenberger, Nick Gerber (virtually), Derek Gerstenberger, Mircea Handru, Dr. Jim Lahoski, Jodi Rucker, and Luke Sutter

Others Present: Dr. Ronald Schumacher, Lisa Shuey, Dr. Cory Stine, Dr. Doug Mead, Wayne Yerdon, Kelli Gilbert (virtually), Carolyn Hollingsworth, Jan Jazwiecki, Melissa Ramirez, Terry Farris, Hannah Carnicom, Heidi Hessel, Melinda Yerdon, Janelle Sica, Brianna Brown, Scott Welch (virtually), Jacob Oetama-Paul (virtually)

Call to Order

Chair Handru called the meeting to order at 3:00 p.m. Those in attendance recited the *Pledge of Allegiance*.

Roll Call

Roll call was taken. The Terra State Mission, Vision, and Core Values were reviewed.

Changes or Additions to the Agenda

Dr. Schumacher will give the Foundation Report, Agenda Item #10, in Jennifer Fehnrich's absence.

Public Commentary

There were no requests for public commentary.

Election of Officers R-2026-01

As no other trustees indicated intention to run for either officer position, and Mircea Handru and Tim Ellenberger both agreed to continue in their current positions, the 2026 slate of officers was Mircea Handru for Chairperson and Tim Ellenberger for Vice Chairperson.

Trustee Lahoski made a motion to approve the slate of officers. Trustee Rucker seconded the motion. Voting *aye* were Trustees Ellenberger, Gerber, Gerstenberger, Lahoski, Rucker, Sutter, and Handru. The Chair declared the motion passed at 3:10 p.m.

Appointment of Sergent at Arms/Parliamentarian

Chair Handru asked Luke Sutter if he would continue as the Sergent at Arms and he agreed to do so.

Appointment of Terra College Foundation Representative and Alternate Representative

Chair Handru asked Trustees Lahoski and Rucker if they were agreeable to remaining the board's representative to the Terra College Foundation, and they affirmed – Trustee Lahoski will continue as the Foundation Representative and Trustee Rucker will serve as the Alternate Representative.

Appointment of Terra Village Holdings (TVH) Representative

As the College now owns and operates The Landings, it is appropriate to appoint a trustee to attend the TVH Board meetings and keep the Board of Trustees informed. Trustee Gerber will serve in this position.

Appointment of President Evaluation and Trustee and Board Evaluation Committee

The Chair requested that Trustee Ellenberger serve as the Chair for this committee, and he accepted. Trustee Gerstenberger and Chair Handru will also serve on the committee.

Appointment of Policy Review Committee

Trustee Rucker agreed to chair the Policy Review Committee; Trustee Lahoski and Chair Handru will complete the committee membership. The committee recommendations will be presented at the April Board of Trustee Meeting.

Appointment of Finance Committee

Trustee Sutter agreed to continue as Chair of the Finance Committee, and Trustee Ellenberger, along with Chair Handru, will also remain on the committee.

Terra College Foundation Update

Annual Giving

Annual Giving continues as an area of focus. The 2025 campaign wrapped up with a total of $432,000 raised in donations to the Foundation, which represents 108% of our $400,000 goal this year. These fundraising efforts do not include the major gifts of $754,400 received by the Foundation, bringing the total funds raised to $1,186,400 for the 2025 calendar year. The 2026 ***"Giving is Sweet"*** Annual Giving Campaign is off to a great start as well, with nearly $35,000 raised in gifts and pledges. This includes 37 employees who have participated in the campaign representing nearly 32% of employees.

FY25 Audit

The Foundation is nearing completion of its FY25 financials to submit to the auditor and anticipates the audit being finalized by the end of February. Once this is completed, the Foundation is exploring new software for its accounting needs to move away from Banner by the end of the 2026 fiscal year.

Consent Agenda* **R-2026-02**

Approval of Regular Board Meeting Minutes – November 19, 2025

There were no additions, changes, or corrections to the meeting minutes from the November 19, 2025, Board of Trustees meeting.

Finance Committee Meeting Minutes – January 13, 2026

There were no additions, changes, or corrections to the Finance Committee minutes from the January 13, 2026, Finance Committee meeting.

Treasurer's Report

The Finance Department's priority is closing out calendar year 2025. The Budget Report balance as of 12/31/25 is positive. The Estimated Budgeted Cash Flow Report tool is serving its purpose of giving a snapshot of cash on hand versus current commitments, and Finance Committee Chair Sutter reported that the committee's goal is to bring a payables report to the board this year. The Accounts Receivable Aging Analysis Report shows improvement in the "91+ Days" category to 52%.

Trustee Rucker moved that the Terra State Community College Board of Trustees approves the Consent Agenda as presented. Trustee Lahoski seconded the motion. Voting *aye* were Trustees Ellenberger, Gerber, Gerstenberger, Lahoski, Rucker, Sutter, and Chair Handru. The Chair declared the motion passed at 3:28 p.m.

President's Report

The President's report to the board included that Terra State Community College and Bowling Green State University continue to explore opportunities for further partnerships, including programs, shared positions, and co-located campus partnerships. The College is also exploring similar opportunities with the University of Toledo, and we are hosting their leadership on campus in January. We are also working with the YMCA on opportunities to enhance student, campus, and community recreation and wellness. Implementation of the Colleague system will continue through 2026. This change also allows the College to move from outsourcing IT functions through UT and bring them back in-house. With the change in Ohio Revised Code allowing Terra State to own and operate the Landings, Plattenburg CPA recommended that Terra request an extension for the FY25 audit to allow the College to define the structural changes in operations of the College's and The Landings' finances for clarity in audit reporting.

Student Government Association (SGA) Report

New SGA President Janelle Sica's report to the board highlighted the organization's many upcoming activities, which include gathering student feedback on campus activities, hosting a Super Bowl watch party and Valentine's Day treats, the spring meeting schedule, and recruitment efforts for next year's SGA members. Chris Hale has transitioned to Vice President and remains active in SGA.

Strategic Plan Update

Work continues on the existing *Strategic Plan 2026: Pathways to Progress* initiatives. We are beginning the process to update and determine the next strategic plan, likely a three-year period covering the years 2027–2030. However, this may be adjusted based on feedback throughout the process. This new plan will align with Terra State's 60th anniversary in 2028, marking a significant milestone in our institution's history. The planning process will again be inclusive, soliciting input from students, faculty and staff, community and business leaders, school officials, the Terra College Foundation, and of course the Board of Trustees. We will incorporate State of Ohio and accreditation initiatives, one of which will be to address graduates' employment outcomes and the added value of our academic programs. The tentative planning schedule has the Launch planning process awareness and stakeholder engagement segment continuing through March 2026, then input gathering and analysis, plan drafting, refining with stakeholders, then presentation to the Board of Trustees for approval in October 2026 and implementation in January 2027.

Board Information

Enrollment and Enrollment Revenue Reports

Dr. Stine reported that we are very close to our semester goals – FTE is ahead of 2025 to-date and we are within four students to goal. We will continue to enroll students throughout the semester, including the bulk of students categorized as guest students.

Student Success Report

After each fall and spring semester, the College reviews the within-term success rates of various student populations. This fall we had another strong semester with an overall success rate of 90.42%, and overall, the trendline remains positive. To highlight one area that we are monitoring, the success rate of Pell Eligible students declined. Students are sharing that they are experiencing a greater level of financial concern in general. Using our Title III resources, staff member Chloe McCoy actively works with groups and individual students to introduce them to community resources ranging from mental health, child care, transportation, community meals and food, and parenting support.

Conference and Event Services Report
Manager Dylan Whitman and Executive Chef Tiffany Shondell work tirelessly serving guests in the Neeley Center and throughout campus. The number of events in FY26 is up from last year, and they are working with staffing coverage to increase efficiencies, boost Sunday availability, and better promote our facilities. Despite the increased number of event bookings, revenues have lagged a bit to-date, primarily due fewer weddings, which are important to achieving revenue goals. The Neeley Conference and Event Center will be hosting a bridal show in March, and we are collaborating with a local full-service wedding planner / small business owner to create an interactive show to encourage bookings.

Executive Session* **R-2026-03**
Trustee Ellenberger made a motion pursuant to Ohio Revised Code Section 121.22 to enter into Executive Session to consider: Personnel, specifically, appointment/employment of a public employee, investigation of charges or complaints against a public employee; and Collective bargaining matters. Trustee Sutter seconded the motion. Roll call was taken. Voting *aye* were Trustees Ellenberger, Gerber, Gerstenberger, Lahoski, Rucker, Sutter, and Chair Handru. The Board Chair declared the motion passed at 3:57 p.m. Dr. Schumacher, Dr. Mead, and Kelli Gilbert were requested to stay for the Executive Session.

Return to Public Session* **R-2026-04**
Trustee Rucker made a motion to return to Public Session with a second by Trustee Lahoski. Roll call was taken. Voting *aye* were Trustees Ellenberger, Gerber, Gerstenberger, Lahoski, Rucker, Sutter, and Chair Handru. The Chair declared the motion passed at 4:37 p.m.

Request for Board Action*
Approve the Administrative Assistant to the Board of Trustees **R-2026-05**
Trustee Sutter made a motion to nominate Lisa Shuey for administrative assistant to the board, and Trustee Gerstenberger seconded the motion. Roll call was taken. Voting *aye* were Trustees Ellenberger, Gerber, Gerstenberger, Lahoski, Rucker, Sutter, and Chair Handru. The Board Chair declared the motion passed at 4:44 p.m.

Accept the Fiscal Year 2024 College Audit **R-2026-06**
In accordance with *Government Auditing Standards* applicable to financial audits, Plattenburg Certified Public Accountants has audited the financial statements of the Terra State Community College, a component unit of the State of Ohio, as of and for the year ended June 30, 2024, and has issued their report dated November 24, 2025, which includes a Schedule of Findings and a seven step Corrective Action Plan. This report was furnished to the trustees.

Trustee Rucker made a motion that the Terra State Community College Board of Trustees accepts the Fiscal Year 2024 College Audit Report as presented. Trustee Sutter seconded the motion. Roll call was taken. Voting *aye* were Trustees Ellenberger, Gerber, Gerstenberger, Lahoski, Rucker, Sutter, and Chair Handru. The Board Chair declared the motion passed at 4:45 p.m.

Then and Now Policy **R-2026-07**
A "Then and Now" policy for an Ohio community college formally adopts the requirements of **Ohio Revised Code (ORC) 5705.41(D)**. This policy is necessary because, under state law, any contract or purchase order made without a prior fiscal certificate is technically void unless subsequently approved through this specific process.
ORC 5705.41(D) provides a legal remedy when this step is missed, through the use of an after-the-fact certification called a “Then and Now” certificate.

Trustee Sutter made a motion that the Terra State Community College Board of Trustees approves the adoption of the *Then and Now Certification* Policy as presented; that the Fiscal Officer may execute "Then and Now" certificates under $3,000 without further board action; that for certificates of $3,000 or more, the Fiscal Officer shall present them to the Board for approval within thirty days; and that all formal actions related to this resolution were taken in an open meeting complying with ORC 121.22. Trustee Rucker seconded the motion. Roll call was taken. Voting *aye* were Trustees Ellenberger, Gerber, Gerstenberger, Lahoski, Rucker, Sutter, and Chair Handru. The Board Chair declared the motion passed at 4:55 p.m.

YMCA-TSCC Memorandum of Understanding (MOU) R-2026-08

Terra State Community College (TSCC) and the Sandusky County YMCA (YMCA) are interested in jointly pursuing the potential creation of a YMCA-owned and operated community and TSCC student recreation and wellness facility on the Terra State campus to serve all ages of the population of Fremont and the surrounding communities.

The proposed *Memorandum of Understanding between Terra State Community College and the YMCA of Sandusky County* (MOU) defines the scope and term of this cooperative effort, during which exploration will be conducted for the purpose of evaluating the potential for entering into a development agreement within 12 months of the Effective Date stated on the MOU.

Trustee Rucker made a motion that the Terra State Community College Board of Trustees approves that the College enter into this MOU with the YMCA and work cooperatively, and in good faith, to explore the potential of the development of a recreation and wellness center on campus. Trustee Lahoski seconded the motion. Roll call was taken. Voting *aye* were Trustees Ellenberger, Gerber, Gerstenberger, Lahoski, Rucker, Sutter, and Chair Handru. The Board Chair declared the motion passed at 4:59 p.m.

Adjournment

There being no further business, Chair Handru declared the meeting adjourned at 4:59 p.m.

**Indicates agenda items requiring a motion and a vote*