

# WETCC Board of Trustees Meeting Minutes

Tuesday, August 16, 2022, 2:00 p.m. In-person & Virtual Meeting

**Call to order:** Chairperson, Dana Goodwin called the meeting to order at 2:10 pm

**Present:** Dana Goodwin, Sue Heisler, Monica Hedstrom, Billie Annette(virtual), LeAnn Person

**Others Present:** Anna Sheppard, Laura Driscoll, Muriel Stewart, Virginia Anderson, Jon Krulich, Madeline Tecmire, Naabek Liberty, Frank Oakgrove(virtual), Indosa Montoya(recorder)

## I. Approval/Amendments to agenda

V. Executive Session, VI.C. add 5 large expenditures

Monica motioned to approve the amended agenda; Sue seconded. Motion carried. 4-0

## II. Public Comments (5 minutes each) - None

III. **Introduction of New Employees:** Madeline Tecmire – Head start Pathway Coordinator – Naabek Liberty – FT Language Faculty – both new employees introduced themselves to the Board of Trustees.

IV. **Staffing Updates:** Open Positions – HS Pathways Facilitator, Finance Specialist, Student Services Dean, Marketing and Communications Specialist

## V. Executive Session

Went into Executive Session at 2:25 pm

Resumed Regular Session at 3:35 pm

## VI. Action Items:

### A. Approval of Meeting Minutes:

i. Regular Meeting of July 19, 2022

SH made a motion to approve, Billie seconded. Motion carried. 4-0

### B. Financial Statements:

i. Presentation of Reports – Muriel reported on the financials for July.

1. July Foundation Report

2. July Check Register

Motion to approve financial statements. Sue motioned to accept the July

Financials, and Billie seconded. Motion carried. 4-0.

### C. Large Expenditures:

i. AIHEC - \$28,834

Sue motioned to approve the AIHEC Expenditure; LeAnn seconded. Motion carried 4-0



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ii. Brady Martz - \$5,400

Monica motioned to approve the Brady Martz Expenditure; Billie seconded. Motion carried 4-0

iii. University of Minnesota Crookston - \$33,291.71

Sue motioned to approve the tuition and fees for Spring 22 from the Head Start Grant, Monica seconded, Motion carried 4-0

iv. University of Minnesota Crookston - \$9,094.40

Billie motioned to approve the tuition and fees for Summer 22 from the Head Start Grant, Sue seconded, Motion carried 4-0.

v. Artekta Architect - \$16,262.50

Monica motioned to approve the trades facility expense, LeAnn seconded, Motion carried 4-0

vi. LERN - \$17,500

A motion to approve the contract with the definition of the cost of LERN's solutions is \$17,500. If Phase 1 is remote, then the cost would be reduced to \$15,500.

LERN would invoice WETCC at the conclusion of Phase 4 and payment would be due within 30 business days.

Sue made the motion, and Billie seconded. Motion carried 4-0.

vii. 365 Retail Markets - \$5,780

Monica motioned to approve the expenditure from 365 Retail Markets and seconded Billie. Motion carried 4-0.

## D. Policies:

i. 300.44.01 – Parental Leave

Sue motioned to accept the new policy, Billie seconded, Motion carried 4-0

ii. 600.20.03 – Graduation Requirements

LeAnn motioned to accept the policy, Billie seconded, Motion carried 4-0

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iii. 600.22.01 – Transfer of Credit Policy

iv. 600.24.02 – Tuition Waiver Policy

Sue motioned to accept the policy, Monica seconded, motion carried 4-0

LeAnn stepped away at 4:15 pm

LeAnn returned at 4:19 pm

Billie exited at 4:25 pm

## VII. Other:

A. Master Planning – President Sheppard went over the architect's plans

B. Interim President's Report & Monthly Department Updates – Executive leadership went through their monthly reports and gave updates to the board.

C. BOT Stipends – quarterly basis

## VIII. Calendar Updates:

A. Next COT Meeting – *third Tuesday of each month* – September 21, 2022 – 2:00 p.m.

## IX. Adjournment

Sue motion to adjourn. Monica seconded. Motion carried 3-0.

Meeting adjourned at 5:14 pm.