WETCC Board of Trustees Meeting Minutes

Tuesday, October 18, 2022, 2:00 p.m. Virtual Meeting

Meeting Minutes

Call to order: Chairperson, Dana Goodwin called the meeting to order at 2:03 pm.
Present: Dana Goodwin, Billie Annette, Monica Hedstrom, Sue Heisler, and Mike LaRoque
Other Present: Anna Sheppard, Laura Driscoll, Muriel Stewart, Jon Krulich, Kim Brown, Hunter Boudreau, and, Indosa Montoya (recorder)

I. Approval/Amendments to agenda V.C. ii. USDA 2020 Fisher Science $54,162.50, iii. USDA Grant 2019 Vari Sale $14,592.61
Sue motioned to accept the amendment agenda, and Billie seconded. Motion carried 3-0

II. Public Comments (5 minutes each) - None

III. Introduction of New Employees: Hunter Boudreau – IT Coordinator, Kim Brown – Grant Writer

IV. Staffing Updates: Held interviews for HS Coordinator – hoping to make an offer later this week.
Have 2 interviews for Librarian/Academic Coach this week as well.
Still open,
HS Facilitator – no applications since it was posted in April 2022.
Financial Aid Clerk – have a lead on one applicant, they are thinking about applying.

V. Action Items:

A. Approval of Meeting Minutes:
   i. Regular Meeting of September 20, 2022 (virtual)
      Sue made a motion to accept regular meeting minutes as written. Monica seconded. Motion carried 3-0.

B. Financial Statements:
   i. Presentation of Reports – Muriel’s report on the financials for September.
      1. September Foundation Report
      2. September Check Register
      Billie made a motion to approve the financial statements. Sue seconded.
      Motion carried 3-0.

C. Large Expenditures:
   i. journeyed.com - $9749.80
      Monica motioned to approve the large expenditure. Billie seconded. Motion carried 3-0.

   ii. USDA 2020 – Fisher Science - $54,162.50
      Billie made a motion to approve Fisher Science PR, and Sue seconded. Motion carried 3-0.

   iii. USDA 2019 – Vari Sales Corporation - $14,592.61
      Sue motioned to approve large expenditure in contingency on approval of USDA, and Billie seconded. Motion carried 3-0.

D. Policies:
   i. 100.03.02 – Shared Governance – To add College senate to shared governance
      Monica motioned to approve the policy. Sue seconded. Motion carried 3-0.
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ii. 300.09.01 - Probationary Period – Updated references and purpose statement
    Billie motioned to approve the policy. Sue seconded. Motion carried 3-0.

iii. 300.19.02 – Holiday Leave – Winter Break will follow 5.1. 5.2 clarify who is eligible
to receive holiday pay, Change College Founder’s Day to Indigenous People’s Day
    Sue made a motion to accept with amendments, and Billie seconded. Motion carried 3-0.

VI. Other:
    A. President’s Report & Monthly Department Updates

VII. Calendar Updates:
    A. Minnesota Office of Higher Education (OHE) Commissioner, Dennis Olson – October 28,
       2022 – 9:30-11:00 am
    B. Next COT Meeting – third Tuesday of each month – November 22, 2022 – 2:00 p.m.

VIII. Adjournment
    Sue motioned to adjourn, and Billie seconded. Motion carried.
    Meeting adjourned at 3:40 pm

Dana Goodwin
Dec 6, 2022