WETCC Board of Trustees Meeting Minutes  
Tuesday, March 21, 2023, 2:00 PM  
Combined in person and virtual

Call To Order: Chairperson, Dana Goodwin called the meeting to order at 2:03 pm.

Present: Dana Goodwin, Monica Hedstrom, Billie Annette, Jacob McArthur, Kris Manning, Leeann Person

Other present: Anna Sheppard, Laura Driscoll, Muriel Stewart, Frank Oakgrove, Bridget Guiza, Tammi Jalowiec, Theresa Donner, recorder.

I. Approval/Amendments to Agenda –
   • Bridget asked to make a minor change to item VI, D, contracts.
   • An Executive Session will be added to the agenda.
   • Update on a past legal issue will be added to the agenda, under President’s Report.
   • Under Item VI, B, Financial Statement, change the month of January to February for numbers 1 and 2.
     Jacob made a motion to approve the agenda with changes. Billie seconded. Motion carried, 4-0.

II. Public Comment (5 minutes max) - None

III. Introduction of New Employees – None
   Dana verified with Minnesota Works that Anna is the President of WETCC and is authorized to utilize their entity to advertise vacancies.

IV. Staffing Updates: – Advertised Positions – HS Pathways Facilitator, Finance Assistance/Bookstore, Community & Extension Director, Human Resource Coordinator, Executive Assistant to the President & Provost, and Custodian. After updates to some of the position descriptions, these positions will be posted.

V. Executive Session
   Began Executive Session at 2:20 PM, reconvened at 3:42 PM.
   Leeann joined the meeting.

VI. Action Items:
   A. Approval of Meeting Minutes:
      A. Regular Meeting of February 28, 2023
         Jacob made a motion to approve the minutes. Billie seconded.
         Motion carried 4-0.

   B. Financial Statements:
      A. Presentation of Reports
         1. February Foundation Report
         2. February Check Register
         3. Financial Reports for each grant (update requested)
            Muriel presented on items 1 and 2.
               • Muriel gave an update on the USDA Grant.
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- The MN Indian Affairs Council Fund needs to be researched – was there an extension granted? Muriel will research the grant and present an updated report at the April meeting.  
- The Minnesota Indian Affairs Council Fund Grant was intended for language revitalization. If there are funds still available, Dana requested that WETCC work with WERBC, Education Division to develop a language revitalization program to meet the needs of White Earth.

Monica made a motion to approve the Financial Statements. Kris seconded. Motion carried 4-0.

Jacob left the meeting at 4:00 PM.

C. Large Expenditures:
   A. Great Lakes Lifeways Institute $22,066, Canoe Restoration
      Kris made a motion to approve payment. Billie seconded. Motion carried 4-0.
   B. AIHEC Student Conference $10,000, co-host agreement
      Billie made a motion to approve payment up to $10,000. Kris seconded. Motion carried 4-0.
   C. WESP $3,750, returns on withdrawn/dropped students.
   D. WESP $12,500, returns on withdrawn/dropped students.
      Kris made a motion to approve both item C and D. Monica seconded. Motion carried 4-0.

D. Contracts
   A. MWC-WETCC CDL Contract $47,000, bill to Maadaadizi Workforce Center
      Bridget presented the above contract with changes. Leeann made a motion to approve. Billie seconded. Motion carried 4-0.
   B. ATTC-WETCC CDL Contract $20,000, fee for instruction
      Bridget presented the above contract. Monica made a motion to approve. Leeann seconded. Motion carried 4-0.

VII. Other

A. President’s Report & Monthly Department Updates
   Anna presented the President’s Report.
   - COVID HEERF, not approved at this time.
   - Minnesota Legislature 23-24, currently at a standstill.
   - AIHEC legislative summit – Anna will send contact information to the COT to send letters of support.
      Frank gave an update on the College in the High School with Detroit Lakes; not able to make it work at this time.
   Laura presented the Student Services and Academics Reports.
Muriel presented the Financial Report. There will be in-house training by Great Plains Software.
Anna presented on the Community & Extension Reports that were prepared by Diane McArthur.
Billie left the meeting at 4:15 PM.

VIII. Calendar Updates:
A. Next BOT Meeting – *third Tuesday of each month* – tentatively set for April 18, 2023 – 2:00 PM. Dana will be on travel status for MIEA (April 18-21). Billie, and possibly Kris will be in attendance at MIEA as well.

IX. Adjournment:
Leeann made a motion to adjourn. Kris seconded. Motion carried 2-0. Meeting was adjourned at 4:34 PM.