WETCC Council of Trustees Meeting Minutes  
Tuesday, May 16, 2023, 2:00 PM  
Combined in-person and virtual

Call To Order: Chairperson, Dana Goodwin called the meeting to order at 2:15 pm.

Present: Dana Goodwin, Monica Hedstrom, Billie Annette, LeAnn Person, and Jacob McArthur

Others present Anna Sheppard, Laura Driscoll, Paul Pemberton, Kim Brown, and Jan Syverson, recorder.

I. Approval/Amendments to Agenda

II. Public Comments (5 minutes max) - None

III. Introduction of New Employees: (Transfer) Kim Brown-Extension Director, Jan Syverson-Executive Assistant

IV. Staffing Updates: Current Advertised Positions – HS Pathways Facilitator, Grant Writer, academic dean, and Finance Manager. Custodian interviews completed, and a second temporary position has been approved to assist with coverage. Two offers have been given and will be starting Monday 5/22/23. Interview 5/17/2022 Finance Manager. Academic Dean-interviews will begin applications have been coming. Finance Support hired for a part-time position.

V. Action Items:

A. Approval of Meeting Minutes:
   i. Regular Meeting of April 18, 2023
      Lean made a motion to approve minutes. Jacob seconded. Motion carried 5-0.

B. Financial Statements:
   i. Presentation of Reports by Muriel
      1. April Foundation Report
      2. April Check Register
      3. Financial Reports
         • Dana suggested requesting a foundation report.
         • Discussed foundation by-laws and updating.
         • Discussed 2nd and 3rd rounds of emergency funds.

         Monica motioned to approve Financial Reports. Billie seconded. Motion carried. 5-0

C. Large Expenditures
   i. Instructure fee of $12,000 for James Vukelich -Previously Approved
   ii. Promotional Items $5,787.64 for recruitment. - Billie motioned to approve, and Leanne Seconded. Motion Passed 5-0

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

- Presidents report by Anna Sheppard
- Academic report by Provost Laura Driscoll
- Extension report by Director Kim Brown
- Financial report by President Sheppard

VII. **Calendar Updates:**

A. Next BOT Meeting – *third Tuesday of each month* – June 20, 2023 – 2:00 p.m.

VIII. **Adjournment of Meeting:** Billie made a motion to adjourn. LeAnn seconded. Motion carried. The meeting adjourned at 3:18 PM.