WETCC Board of Trustees Meeting Minutes

January 17, 2023 2:00 PM Virtual Meeting

Meeting Minutes

Call to order: Chairperson, Dana Goodwin called the meeting to order at 2:09 PM.
Present: Dana Goodwin, Billie Annette, LeeAnn Person
Others Present: Anna Sheppard, Laura Driscoll, Muriel Stewart, Frank Oakgrove, Jacob McArthur, Indosa Montoya

Jacob McArthur was sworn in as BOT member by Dana Goodwin at 2:05 PM

Dana called the meeting to order at 2:09 PM. Welcomed Jacob McArthur as the new BOT member.

I. Approval/Amendments to agenda:
   Billie made a motion to approve the agenda. Jacob seconded. Motion carried 3-0.
   Muriel added the construction application as part of the Financial Report.

II. Public Comments (5 minutes each) – None

III. Introduction of New Employees: None

IV. Staffing Updates: Open positions – HS Pathways Facilitator, Finance Assistant/Bookstore
   Positions are posted.
   - Reminded of the need for exit interviews whenever an employee leaves employment. Follow up with HR on exit interviews.

V. Action Items:
   a. Approval of Meeting Minutes:
      i. Regular Meeting of December 20, 2022
         Billie made a motion to approve the December 20, 2022, BOT meeting minutes. Jacob seconded. Motion carried 3-0.

   b. Financial Statements:
      i. Presentation of Reports
         1. December Foundation Report
         2. December Check Register
            Muriel presented the Financial Reports. LeeAnn made a motion to accept the December Financial Reports. Jacob seconded. Motion carried 3-0.

   c. Policies:
      i. 200.02 – Employee Cultural Competency Policy – Tabled
ii. **600.22.01 Transfer of Credit Policy** – This policy was presented and approved at the August 16 meeting, but not formally voted on. Billie made a motion to approve policy 600.22.01. Jacob seconded. Motion carried 3-0.

**VI. Other:**

a. **President’s Report & Monthly Department Updates**
   - Presidents monthly report by Anna
   - Provost Laura presented
   - Muriel reported on the Finance Department
   - Lisa’s report will be done at the next meeting

b. **Swearing in of Kris Manning as BOT member**
   Kris Manning joined the meeting. Motion made by LeeAnn to go into Executive Session. Jacob seconded. Motion carried 3-0. BOT went into Executive Session at 3:01 PM. Kris Manning was sworn in as BOT member by Dana Goodwin. Jacob made a motion to end executive session. LeeAnn seconded. Motion carried 3-0. Welcome Kris. Executive session ended at 3:09 PM.

c. **Great Plains Contract was added to the agenda.**
   Muriel presented on the GP Contract.

**VII. Calendar Updates:**

a. **Next BOT Meeting** – *third Tuesday of each month* – February 21, 2023 – 2:00 PM. An alternate date of February 28 was set.

**VIII. Adjournment**

Jacob made a motion to adjourn. Billie seconded. Motion carried 3-0. Meeting was adjourned at 3:31 PM.