

# WETCC Council of Trustees

## Regular Meeting Minutes

7/11/2017

2:00 p.m.

WETCC Mitigomizh Conference Room

**Roll call:** Joan LaVoy, Sue Heisler, Joy Anne Annette, Michael Fairbanks, Merlin Deegan.  
**Absent:** Nicole Martinson, Dean Johnson. **Others present:** Tracy Clark, Kami Lhotka for Finance, Patty Schultz (recorder).

- I. **Call to Order:** Sue called the meeting to order at 2:17 p.m.; a quorum was present.
- II. **Approval of agenda:** *Motion made by Joy Anne to move item VI. Board Governance, to follow item C. Large Expenditures; Second by Michael. All in favor, motion carried.*

*Motion made by Joy Anne to move item 'VIII. Discussion Items' to follow item 'VI Board Governance'; AND  
to move item 'VIII. c. Presidential Evaluation' to become 'VIII. a.'; Second by Michael. All in favor, motion carried.*

*Motion made by Joan to add two large expenditures to 'Item C. Large Expenditures'; Second by Joy Anne. All in favor, motion carried.*

*Motion to approve agenda with above changes made by Joan; Second by Michael. All in favor, motion carried.*

### III. Public Comments: None

### IV. Introduction of New Employees: (in August)

#### V. Action Items:

**A. Approval of Meeting Minutes of May 1, 2017:** *Motion made by Michael to approve as presented; Second by Joy Anne. All in favor, motion carried.*

**Approval of Meeting Minutes of May 8, 2017:** *Joan said she was present for this meeting, and was recorded absent. Motion made by Joan to approve with one correction; Second by Joy Anne. All in favor, motion carried.*

*In reviewing records, Patty found that Joan was present for the May 1 meeting, but absent for the May 8 meeting. Minutes were adjusted to reflect corrected attendance.*

**B. Approval of Finance Office Report:** Kami provided handouts of the Foundation account breakdown, balance sheet, and profit & loss, and explained highlights. She reported that she was able to get payroll into GP, but she is still running both systems.

*Motion made by Joan to accept the Finance report as presented; Second by Michael. All in favor, motion carried.*

**C. Large Expenditures:**

- i. AIHEC annual dues: \$25,834.00
- ii. Dell Marketing New computers for Lab: \$16,795.84
- iii. Outdoor Furniture: \$5095.00 (no action needed)
- iv. White Earth Finance Insurance billing: \$31,546.64
- v. Wild Rice Electric billing adjustment \$18,773.77
- vi. Student request to forgive bill
- vii. Arctic change request: \$2,746.25
- viii. Arctic billing: \$9,937.50

*Motion made by Joan to approve large expenditures ii, iii, iv, and v. AND vii, and viii.; Second by Michael. All in favor, motion carried.*

*Motion made by Joy Anne to deny large expenditure item vi. Student request; Second by Joan. 4 in favor, 1 abstention, motion carried.*

**VI. Board Governance:**

- a. Presidential Search Policy/Search/Job Description: A Special Meeting will be held August 1 from noon-4:00 p.m. to begin planning the Presidential Search. This will be posted.
- b. Review of By-laws to enhance board's support of students: Tracy recommended waiting to discuss this until trustees have attended October GISS training, on-site and away. Three trustees will attend, then we will seek on-site training for all trustees. Tracy will look into the COT budget, and schedule tentatively for November.
- c. In-service Board Training:
- d. ACCT Director-At-Large Position:

**VIII. Discussion Items:**

- a. **Presidential Evaluation:** This will be conducted the same as in the past. Patty will create an anonymous online survey for a 360 evaluation by staff.
- b. **HLC Focused Visit:** Scheduled for Oct. 31.
- c. **Cultural Sensitivity Training:** Merlin requested an update, Tracy understood this was covered in the mandatory cultural courses for employees.
- d. **Graduation:** A letter from a graduate was briefly discussed.

**D. Contracts: Consultant Contracts for COT review:** (no action needed)

- i. Stanton Alexander, Extension Garden Tech under Special Emphasis grant
- ii. Nadine Bill, Consultant for Self-Study Report
- iii. White Earth Credit Union, Payroll Advance Agreement

**E. Approval of President and Monthly Department Reports:** Tracy discussed recent work of clean-up and restructuring of academic pathways, assessment and program review, College

Bound, and faculty needed. *Motion made by Merlin to approve; Second by Joan. All in favor, motion carried.*

**F. Policy Changes/Approvals:** *Policies for approval were tabled until it can be determined how much responsibility lies with the COT regarding policy approval. Tracy and Sue will research.*

**G. Grants:** Progress Reports for USDA grants-Extension were provided for review.

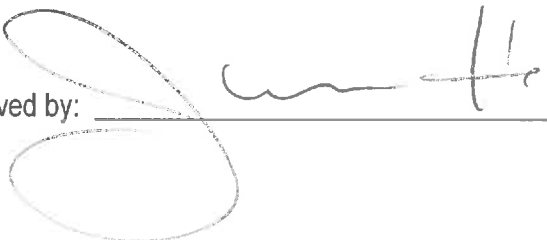
**VII. Calendar Updates:** none at this time.

**IX. Executive Session:** Council entered Executive Session at 4:37 p.m., and reconvened at 4:43 p.m. Discussion items included an update on the UMC 2 + 2 programming; no action was taken.

**X. Adjournment:** *Motion made by Joan to adjourn; Second by Michael. All in favor, Adjourned at 4:45 p.m.*

**Upcoming meetings:**

- August 1, noon-4:00 p.m.: Presidential Search.
- August 14, 2:00 p.m.: Regular Monthly Meeting. Agenda items include discussion regarding student board representative.

Minutes approved by:  date 8/14/17