WETCC Council of Trustees Meeting Minutes
Tuesday, January 19, 2021 2:00 p.m. Virtual Meeting

MEETING MINUTES

Call to order: By Sue Heisler at 2:01 pm

PRESENT: Sue Heisler, Dean Johnson, Brent Gish, LeAnn Person, Dana Goodwin, Joy Annette (2:16pm)

OTHERS PRESENT: Lorna LaGue, Brian Dingmann, Jennifer McDougall, Gina Murray, Landa Moore, Luke Warnsholz

I. Approval/Amendments to agenda – Motion to approve the agenda by Dean, second by Brent, motion approved 5-0.

II. Public Comments (5 minutes each) - None

III. Introduction of New Employees: - Brian Dingmann gave an introduction on both employees.
    A. Raven Freebird, First Year Experience (FYE) Coach
    B. Dennis Fisher, History/Indigenous Studies Instructor

IV. Action Items:
    A. Approval of Meeting Minutes:
        i. Regular Meeting of December 15, 2020 – Motion to accept the minutes as submitted by Dana, second by Brent, motion approved 5-0.

    B. Financial Statements: Landa Moore – Landa presented the October, November, and December financial statements. She reported highlights of the financial statements and explained that there is $2.2 million dollars of grants that are carrying over from this year and a lot of that money is COVID funding. The one “HEERF” account is now almost spent out. Expenses are under budget for the three-month period primarily due to positions that were budgeted but not filled. Brent had a question about a company we are doing business with right now. We will be having a conversation with them and discuss more in another meeting. Motion to accept the financial reports by Dean, second by Dana, motion approved 5-0.
            i. Financial Narrative
            ii. October-December 2021 Statements
            iii. December Foundation Report
            iv. December Check Register

Joy Annette joined the meeting at 2:16 pm

C. COT:
    i. Membership – Two Applicants were received for the COT vacancy. The COT discussed moving forward with candidates who are eligible for consideration. The announcement will be re-advertised “open until filled.” Interviews will be scheduled for the next meeting. Motion by Joy, second by Brent, motion approved 6-0.
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D. Large Expenditures:
   i. Labster - $10,000 – This is an academic purchase that we would purchase with
      our COVID funds and its to provide online lab services to our students. The
      contract is for one year, monitoring needs to be put into place to ensure it is not
      automatically renewed unless we need it at that time. Motion to approve the large
      expenditure by Joy, second by Brent, motion approved 6-0.

E. Contracts: None

F. Policies:
   i. Families First Paid Sick Leave – Revised – Lorna reported Congress did not
      extend this regulation, however the payroll tax credit is extended through March
      31st. For the safety of campus it is recommended we extend the policy through
      March 31st. A wording change was made on page 2 of the policy to leave the
      wording with only COT included for a policy change. Any expenditures will be
      covered through the COVID funding. Motion to accept policy with changes by
      LeAnn, second by Dana, motion approved 6-0.

G. President’s Report & Monthly Department Updates Lorna said the highlight this month
   was the college had seven new articulation agreements with colleges across Minnesota.
   There was a lot of preparation in December for student recruitment. We are implementing
   the strategic plan. We are still scheduled for our HLC focused visit on November 1, 2021
   and we have been having meetings to make sure we are going through our checklist and
   will continue working on it to ensure we have a positive visit. The audit is underway
   and there are concerns with the accounting firm. The campus continues to be closed and we
   are still monitoring the number of COVID cases in the community. The Spring Semester
   has started on time (on-line). With the declining COVID numbers, we are hoping to re-open
   campus soon. The Substantive Change Request has been submitted to HLC for online
   accreditation. Motion to accept the president’s monthly report by Dean, second by Joy,
   motion approved 6-0.

V. Other
   A. FYI Strategic Planning Implementation – Lorna provided the COT the implementation plan
      for the new strategic plan.
   B. The COT went into an executive session at 2:48 p.m. to discuss a legal matter. Motion by
      Brent and Second by Dean to resume the regular meeting at 3:01 p.m.

Joy Annette left the meeting at 2:59 p.m.

   i. Motion by Dean and second by LeAnn to authorize Chair, Sue Heisler, to sign the
      legal document on behalf of the COT. Motion carried with all in favor, 5-0.

VI. Calendar Updates:
   A. Spring Semester started January 11th
   B. Next COT Meeting – third Tuesday of each month – February 16, 2021 – 2:00 p.m.

VII. Adjournment – Motion by LeAnn and second by Brent to adjourn the meeting at 3:07 p.m.

Sue Heisler  2-16-21