

WETCC Council of Trustees Meeting Minutes

Tuesday, February 16, 2021

2:00 p.m.

Virtual & In-Person Meeting

MEETING MINUTES

Call to order: By Sue Heisler at 2:06pm

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

OTHERS PRESENT: Lorna LaGue, Landa Moore, Jennifer McDougall, Pam Aspinwall, Stephany Morgan, Luke Warnsholz

- I. **Approval/Amendments to agenda:** Motion to approve the agenda by LeAnn, second by Dean, motion approved 6-0.
- II. **Public Comments (5 minutes each) - None**
- III. **Introduction of New Employees: None**
- IV. **Action Items:**
 - A. **Approval of Meeting Minutes:**
 - i. Regular Meeting of January 19, 2020 – Motion to accept the minutes as submitted by Dean, second by Joy, motion approved 6-0.
 - B. **Financial Statements:**
 - i. Financial Narrative – Landa Moore explained the January financial statements. Landa explained the College is still financially strong with revenue, a lot of the revenue is carry over from last year. Landa explained tuition and fee revenue is on track. The annual budget for Tuition & Fees is \$485,000 and the revenue as of January is \$454,000. Expenditures are under budgeted by \$443,000 due to positions not being filled but as they get filled this will level out and the monthly gap will lessen. Pell grants did not get distributed until February so it will reflect on next month's statements. Dean had a question about the \$80,000 Miscellaneous Income - Landa explained that this was a misclassification of some grant revenue in 2019, she is working with the auditors on how to correct it. Landa said she is working on a revised budget for the grant funds to present to the COT. She informed the board the A133 portion of the audit is complete and the plan is to have the audit presented at the next meeting. Dean had a question about the foundation, and Landa explained the report was not provided this meeting but she will have it for the next meeting. Motion to approve the Financial Narrative, January 2021 Statements, and the January Check Register and table the Foundation Report by Dean, second by Brent, motion approved 6-0.

Executive Session started at 2:24 pm to speak with two applicants regarding the COT vacant position.

During the Executive Session Joy Annette left the meeting at 2:55pm

The Executive Session ended at 3:25 p.m. at which time the regular meeting resumed.

WETCC Council of Trustees Meeting Minutes

Tuesday, February 16, 2021 2:00 p.m. Virtual & In-Person Meeting

Motion by Brent and second by LeAnn to offer the vacant COT position to Monica Hedstrom. All in favor, motion passed 5-0. Sue asked that arrangements be made to administer the COT Oath of Office to Monica in the next meeting. The COT would also like to acknowledge the other applicant and thank her for her time.

C. Policies:

- i. 100.03 Council of Trustees Activity (annual review) – No comments provided
- ii. 110.01 Policy Development and Implementation (annual review) – Brent wants "President's Assistant" changed to Executive Assistant". Dean noticed the page numbering is incorrect, but it will change when all the changes are made.
- iii. 110.02 Shared Governance (annual review) – No comments provided
- iv. 110.03 Clery Act Compliance (annual review) – Brent wants "Violation of WETCC's policy regarding" on Part B, first section.

Motion to accept all policies with changes by LeAnn, second by Dana, motion approved 5-0

V. Other


- A. **President's Report & Monthly Department Updates** – Lorna explained on January 29th, WETCC announced the AICF Student of the Year award was given to Nicole Dewey! Nicole was surprised on a Zoom meeting that day to congratulate her. The Spring Semester started on schedule with a record number of students enrolled. The Head Start grant added 14 students to WETCC. Orientation for new students was held online via Zoom which went well. The College has been transitioning back on campus, many students continue to attend their classes via Zoom. White Earth Public Health provided our staff vaccinations and will come back for the second shots. We had an email scam sent to staff, but were able to catch it before it was too late. The solar project is going well it will generate power for our extension building. The audit is continuing. Kim has courses going on and we have traditional teachings every Thursday that has been going well. Stephany, Brian, and Lorna have talked about an Ojibwe Language program and expanding with the University of Minnesota. No action needed.
- B. Lorna will email the COT Members the recent report given to the White Earth RBC.
- C. COT would like the performance evaluation form emailed to them as well.

VI. Calendar Updates:

- A. Next COT Meeting – *third Tuesday of each month* – March 16, 2021 – 2:00 p.m.

VII. Adjournment

Motion to adjourn the meeting by LeAnn, second by Dean, all in favor 5-0. Meeting adjourned at 4:25pm.


3-16-21