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: [Signature] date 8/14/17