

WETCC Board of Trustees Meeting Minutes

Tuesday, December 17, 2024, 2:00 p.m. In-person & Virtual Meeting

Call to Order: Chairperson, Dana Goodwin called the meeting to order at 2:13 p.m.

Present: Dana Goodwin, Jacob McArthur, Monica Hedstrom, and Billie Annette

Others Present: Anna Sheppard, Jean Ostrom, Kennedy Heisler, Laura Driscoll, Tammy Bellanger, Paul Pemberton, Ryan Frye, Hunter Boudreau, and Michelle Warren

I. Approval/Amendments to the agenda

Jacob motioned; Billie seconded – Approved

II. Public Comments (5 minutes each) N/A

III. Staffing Updates

- Advertised Positions:
 - Counselor & Wellness Center Director
 - Faculty Science
 - Finance Aid Clerk (will be posting soon)
 - Custodian (interview scheduled)
- New hire: N/A
- Transfer/Promotion: Kennedy Heisler, Finance Director (will start January 6, 2025)
- Interim/ Temporary: N/A
- Resignation: N/A
- Dismissal: Izaiah Asher, Custodian

IV. Email BOT Approvals

- A. Large Expenditure request for Rhino Networks, Firewall, \$23,111.86, 12102024

V. Action Items

A. Approval of Meeting Minutes

- i. Regular Meeting of November 19, 2024

Jacob motioned; Billie seconded – Approved as Amended

B. Financial

- i. Presentation of Reports

1. December Foundation Report
2. December Check Register/ P&L statements

Jacob motioned; Billie seconded – Approved B.i.1&2

3. December Grant Approval Forms

a. Tulsa - **Jacob motioned; Billie seconded – Approved**

b. HSPP - **Billie motioned; Jacob seconded – Approved**

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C. Agreement/ MOU/ Amendment

- i. Pitney Bowes Commercial Lease Agreement, 60-month term
- ii. MOU Cyber Security Services, Student Freedom Initiative, Signature Needed (Table)
- iii. Agreement with MN Cooperative Purchasing Venture (CPV), able to order with state contracted pricing with contract vendors
- iv. Service and License Agreement with Mentor Collective, 3-year term, signature Needed.
- v. Agreement with Louis Stokes STEM Pathways & Research Alliance: North Star STEM Alliance Subaward from U of M, Twin Cities, budget period 06012024- 05312029

Jacob Motioned; Monica seconded –Approved V.C.i,iii,iv,v

D. Large Expenditure

- i. AV systems, sounds system overhauling the drum hall, \$35,000 **Billie motioned; Jacob seconded – Approved**
- ii. E-Link Displays, Digital signage outside of classrooms, \$50,000 **Jacob motioned; Monica seconded – Approved**
- iii. Kitchen Renovation, Community Extensions Area, \$75,000 **Billie motioned; Jacob seconded – Approved**
- iv. Roof Community Extensions, Advertised for Bid \$50,000 **Jacob motioned; Billie seconded – Approved**
- v. Science Lab Equipment, Various pieces of equipment \$57,000 **Jacob motioned; Billie seconded – Approved**
 1. Ultra-low freezer \$27,000
- vi. Scalable Processors server, enabling it to handle increasing workloads and traffic spikes without performance degradation, \$50,000 **Jacob motioned; Monica seconded – Approved**
- vii. Medicine/Feast Bundles, for Current Students, \$60,000 **Billie motioned; Jacob seconded – Approved**
- viii. Professional Development, Staff/Faculty, \$20,000 **Billie motioned; Jacob seconded – Approved**
- ix. Programing/Resources for Faculty, \$60,000 **Billie motioned; Jacob seconded – Approved**
- x. Artwork, add pieces throughout the campus, \$25,000 **Monica motioned; Jacob seconded – Approved**
- xi. Furniture and Supplies, for the library, \$30,000 **Billie motioned; Jacob seconded – Approved**
- xii. Marketing, Recruitment and Retention of Students \$50,000 **Jacob motioned; Billie seconded – Approved**

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- xiii. HP Computers, update staff computers, \$45,000 **Jacob motioned; Billie seconded – Approved**

E. Other Email BOT Approval Requests

- i. FA24BIE Report, Verify Information, Signature Needed

F. Large Expenditure

- i. Implementation Specialist (Increase in dollar amount from previous approval) \$15k+ **Jacob motioned; Billie seconded – Approved**

VI. Non-Action Items

- A. Executive Session

VII. Other

- A. President's Report
- B. Provost's Report
- C. Finance Director's Report
- D. Community Extension Director's Report
- E. Facilities Director's Report

VIII. Calendar Updates

- A. Next BOT Meeting – *third Tuesday of each month* – January 21, 2025, at 2:00 p.m.
- B. Campus closed from December 20, 2024, COB and will reopen January 2, 2025, 8:00 a.m.
- C. First day of classes, January 13, 2025
- D. January 20, 2025, campus closed

IX. Adjournment

Jacob motioned; Monica seconded – approved at 4:23 p.m.