

WETCC Board of Trustees Agenda

Tuesday, June 17, 2025, 2:00 p.m.

In-person and Virtual Meeting

WETCC BOT Meeting Minutes

Dana Goodwin, Billie Annette, Jacob McArthur, Kris Manning, Monica Hedstrom, Mike LaRoque, Anna Sheppard, Laura Driscoll, Kennedy Heisler, Tammy Bellanger, Derek Blakely, Ryan Frye, Michelle Warren, and Laura Erickson.

- I. **Approval/Amendments to the agenda: 2:07 p.m. (Billie Motioned, Kris Seconded)—Approved**
- II. **Public Comments (5 minutes each): N/A**
- III. **Staffing Updates**
 - A. Advertised Positions Internally: Academic Chair (interviewed 6-16-25)
 - B. New hires: N/A
 - C. Transfer/Promotion: N/A
 - D. Interim/temporary: Raeanna Conner, Culture & Language Assistant
 - E. Resignations - Tracy Diefenbach resigned on 6/6/25, no two weeks given.
 - F. Dismissal: N/A



IV. Action Item(s):

A. Approval of Meeting Minutes

- i. Rescheduled Meeting on May 20, 2025, to May 27, 2025
(Kris Motioned, Billie Seconded)—Approved

B. Financial

- i. Presentation of Reports
 1. May Foundation Report
 2. May Check Register/ P&L Statements
 - Kennedy mentioned she was able to get the budget uploaded into the P&L
 - Started to work on FY26 master budget
 - Dana requested to view grant budgets
 3. May Grant Approval Form(s): None
(Jacob Motioned, Monica Seconded)—Approved

C. Pre-approval/Large Expenditure

- i. Susan Bornsen: instructional design course development and faculty coaching. Not to exceed \$37,000 - **(Billie Motioned, Jacob Seconded)—Approved**
- ii. Library Shelving, replace deteriorating shelves, \$20,590 - **(Jacob Motioned, Kris Seconded)—Approved**

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- iii. Approval of allocating any remaining funds from the Minnesota \$1 Million Grant (TCSG) toward equipment purchases. - **(Jacob Motioned, Billie Seconded)—Approved**
 - 1. Dana inquired if any funds were spent on the food shelf. (student government sponsored)

D. Lease(s)

- i. Proposed new lease, Student Financial Services, 01212025-01202030 with an option of one extended term of five years (written notice to WETCC within 90 days prior to the expiration of the initial term) **(Jacob Motioned, Monica Seconded) 2 Approved, 1 silent**
 - 1. Dana provided an update RBC approved this
 - 2. Dana will have Kim Niesen send a copy of the approved lease to WETCC and BOT
 - 3. ABE has asked to keep their lease. No amendments needed

V. Start of Executive Session: 3:31 p.m. (Kris motioned, Jacob Seconded)—Approved

- A. HR Matter
- B. Presidents contract

End of Executive Session: 4:26 p.m. (Jacob Motioned, Monica Seconded) – Approved

VI. Other

- A. President's Report
- B. Provost's Report
- C. Finance Director's Report
 - Billie Annette messaged the meeting chat; she declines any payment for serving on the BOT
- D. Community Extension Director's Report
- E. Facilities Director's Report

VII. Calendar Updates

- A. Next BOT Meeting – *third Tuesday of each month* – July 22nd, 2025, at 2:00 p.m.
 - Campus closure Thursday, June 19th -Juneteenth
 - Campus Closure Friday, July 4th -Independence Day

VIII. Adjournment

- A. **(Jacob Motioned, Kris seconded)—approved 4:29 p.m.**