

WETCC Board of Trustees Meeting Minutes

Tuesday, July 25, 2024, 9:00 a.m. In-person & Virtual Meeting

Call to Order: Chairperson, Dana Goodwin called the meeting to order at 9:32 a.m.

Present: Dana Goodwin, Monica Hedstrom, LeAnn Person, and Kris Manning

Others present: Anna Sheppard, Sam Lerud, and Tammy Bellanger

I. Approval/Amendments to the agenda

Trailer pre-approval not to exceed \$7,000

Wellness center equipment pre-approval not to exceed \$200,000.00

USDA 2024 equipment application, signatures needed from BOT

PR Brady Martz for Audit \$21,370.00

PR Blue Skies Drones for DJI multispectral drone and accessories \$10,160.99

Table policy #500.11

LeAnn motioned; Kris seconded – approved

II. Public Comments (5 minutes each) - None

III. Staffing Updates

- Advertised Positions:
 - Faculty Science
 - Custodian
 - Counselor & Wellness Center Director
 - Executive Assistant to the President
 - Human Resources Specialist
- New hires: N/A
- Transfer/Promotion: Tracy Diefenbach, Dean of Academics and Student Services, 1-year interim position
- Interim/ Temporary: N/A
- Resignation: Jan Syverson, Executive Assistant to the President
- Dismissal: N/A

IV. Action Items

A. Approval of Meeting Minutes

- i. Regular Meeting of June 19, 2024

LeAnn motioned; Kris seconded – approved

B. Financial Statements

- i. Presentation of Reports

1. June Foundation Report

2. June Check Register/P&L statements (B.i.1&2) **Kris motioned; Monica seconded – approved**

3. June Grant Approval Forms

WETCC Board of Trustees Meeting Minutes

Tuesday, July 25, 2024, 9:00 a.m. In-person & Virtual Meeting

- a. USDA 2024 Equipment Application **Monica motioned; Kris seconded – approved**

4. Audit

- a. Electronic copies are fine to share with BOT; did request for a paper copy for the BOT Treasurer
- b. Monica requested to have procedure in place and adhere to it **Monica motioned; Kris seconded – approved**

C. Large Expenditures

- i. Minnesota North College Nursing Asst Courses \$7,810.00 **Emailed approved**
- ii. Alexandria Technical & Community College CDL Training & Material \$21,300.00 **Emailed approved**
- iii. Brady Martz, Audit \$21,370.00 **Kris motioned; Monica seconded – approved**
- iv. Blue Skies Drones \$10,160.99 **Monica motioned; Kris seconded - approved**

D. Grant Budget

- i. UMC Budget Year 5 \$123,692.00
 - 1. Questions on the unbilled course design fee
 - 2. Question on the fringe rate accuracy**LeAnn motioned; Monica seconded – approved**

E. Policies

- i. 110.01 Policy Development & Implementation **Kris motioned; LeAnn seconded – approved**
- ii. 300.20 Personal Development **Kris motioned; Monica seconded – approved with 3.1.4 verbiage change**
- iii. 400.02.01 Grant Policy **Kris motioned; Monica seconded – approved**
- iv. 500.04 Contract for Services **Monica motioned; Kris seconded – approved**
- v. 500.05 Purchasing **Kris motioned; LeAnn seconded – approved**
- vi. 500.11 Travel Expenditures **Tabled**

F. Agreement/MOU

- i. UMC Continuation for the Head Start Pathways Program (10/1/2024-9/30/2025) **LeAnn motioned; Kris seconded – approved**
- ii. By-Laws & Articles of Operation for the Ojibwe Tribal College Association **Monica motioned; LeAnn seconded – approved**

G. Large Expenditures Pre-Approval

- i. Trailer \$7,000.00 **LeAnn motioned; Kris seconded – approved**
- ii. Wellness Center Equipment \$200,000.00 **LeAnn motioned; Monica seconded – approved**

WETCC Board of Trustees Meeting Minutes

Tuesday, July 25, 2024, 9:00 a.m.

In-person & Virtual Meeting

V. 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

VI. Calendar Updates

- A. Next BOT Meeting – *third Tuesday of each month* – August 20, 2024 – 2:00 p.m.
- B. WETCC Staff Picnic – August 23, 2024
- C. First day of Fall Semester – August 26, 2024
- D. AIHEC TCU Board Governance & Effectiveness Training – September 12-13, 2024
- E. BOT HLC Training, Wednesday from 1:30 p.m. – 2:30 p.m. at WETCC

VII. Adjournment

Kris motioned; no second – approved. The meeting adjourned at 11:38 a.m.


Dana Goodwin (Sep 2, 2024 18:54 CDT)

09/02/24








BOT mtg minutes 07252024 unsigned

Final Audit Report

2024-09-02

Created:	2024-08-29
By:	Anna Sheppard (anna.sheppard@wetcc.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAzB9PT0Jg7MwwgORWWU11KVdmdhLI75Ph

"BOT mtg minutes 07252024 unsigned" History

-  Document created by Anna Sheppard (anna.sheppard@wetcc.edu)
2024-08-29 - 9:14:17 PM GMT
-  Document emailed to Dana Goodwin (dana.goodwin@whiteearth-nsn.gov) for signature
2024-08-29 - 9:14:21 PM GMT
-  Email viewed by Dana Goodwin (dana.goodwin@whiteearth-nsn.gov)
2024-08-29 - 9:15:41 PM GMT
-  Email viewed by Dana Goodwin (dana.goodwin@whiteearth-nsn.gov)
2024-09-01 - 6:42:06 AM GMT
-  Email viewed by Dana Goodwin (dana.goodwin@whiteearth-nsn.gov)
2024-09-02 - 0:03:20 AM GMT
-  Document e-signed by Dana Goodwin (dana.goodwin@whiteearth-nsn.gov)
Signature Date: 2024-09-02 - 11:54:06 PM GMT - Time Source: server
-  Agreement completed.
2024-09-02 - 11:54:06 PM GMT