

# WETCC Board of Meeting Minutes

Tuesday, October 15, 2024, 2:00 p.m. In-person & Virtual Meeting

**Call to Order:** Chairperson, Dana Goodwin called the meeting to order at 2:10 p.m.

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

**Others present:** Anna Sheppard, Sam Lerud, Laura Driscoll, Tammy Bellanger, Jean Ostrom, and Hunter Boudreau

## I. Approval/Amendments to the agenda

- A. Add BOT elections: chairperson, secretary, and treasurer for one-year term consistent with the fiscal year of the college (October 1-September 30), per 5.1 of the BOT Bylaws (IV. H. i).

**Jacob motioned; Billie seconded – approved**

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

## III. Staffing Updates

- Advertised Positions:
  - Counselor & Wellness Center Director
  - Faculty Science
- New hires: Randi Noggle, Human Resources Specialist; offered Executive Assistant to the President position, tentative start date is October 16, 2024
- Transfer/Promotion: N/A
- Interim/ Temporary: N/A
- Resignation: Sam Lerud, Finance Director (last day will be October 18, 2024)
- Dismissal: N/A

## IV. Action Items

### A. Approval of Meeting Minutes

- i. Regular Meeting of September 17, 2024

**Jacob motioned; Monica seconded – approved**

### B. Financial Statements

- i. Presentation of Reports

1. September Foundation Report
2. September Check Register/P&L statements
3. September Grant Approval Forms

**Jacob motioned; Billie seconded – approved**

### C. Agreement/ MOU

- i. 7-month CD with United Valley at 4.95% interest rate for \$2.5 million **Jacob motioned; Kris seconded – approved**
- ii. Oaksterdam University, partnership agreement re: Cannabis Horticulture Educational Training, November 6, 2024, through March 19, 2025, \$64,875

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**Monica motioned; Jacob seconded – approved \*with understanding and confirmation received from RBC before signing or sending payment**

## D. Large Expenditure

- i. Hexnode, device mgt system, \$57,153.60 **Jacob motioned; Billie seconded – approved**

## E. Large Expenditure Pre-Approval

- i. Firewall \$40,000 **Jacob motioned; Billie seconded – approved**
- ii. Accept bid from vendor Port53 for \$33,298.70, not the lowest bid price **Jacob motioned; Monica seconded – discussion. Monica and Jacob withdrew their motion.**
- iii. Request email approval from BOT once 3<sup>rd</sup> bid is received **Monica motioned; Jacob seconded – approved**

## F. Policies

- i. 500.11.00 Travel Expenditures Policy **Jacob motioned; Monica seconded – approved**
- ii. 600.24.01 Credit Hour Policy **Jacob motioned; Billie seconded – approved**

## G. Email BOT approvals

- i. Approved the contract between WETCC CE, Alexandira Technical & Community College, and Maadaadizi Workforce Center RE: CDL virtual training
  - 1. Contract between ATCC and WETCC, \$20,000
  - 2. Contract between WETCC and MWC, \$47,000, 09302024
- ii. Large expenditure request for MN DEED Individualized Training Pathways (ITP) to purchase computers for students for fall 2024 semester, \$20,280, 09302024
- iii. Approved FY25 WETCC Budget, 10092024

## H. BOT Nomination & Election

- i. Add BOT elections: chairperson, secretary, and treasurer for one-year term consistent with the fiscal year of the college (October 1-September 30), per 5.1 of the BOT Bylaws. **Nominations were made. The chairperson conducted elections for each open position for the BOT. Dana Goodwin was selected to serve as the chairperson for the 2024-2025 academic year. Jacob McArthur was selected to serve as the secretary for the 2024-2025 academic year. Monica Hedstrom was selected to serve as the treasurer for the 2024-2025 academic year.**

## V. Other

- A. President's Report
- B. Provost's Report

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- 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* – November 19, 2024 – 2:00 p.m.
- B. BOT Weekly Training in-person, Wednesday's at 1:30 p.m.
- C. HLC Visit – October 28 & 29, 2024 – all day

## VII. Adjournment

**Jacob motioned; Monica second – approved** The meeting adjourned at 4:04 p.m.

  
Dana Goodwi (Dec 6, 2024 10:34 CST)

12/06/24






# BOT mtg minutes 10152024

Final Audit Report

2024-12-06

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-  Document created by Anna Sheppard (anna.sheppard@wetcc.edu)  
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-  Document e-signed by Dana Goodwi (dana.goodwin@whiteearth-nsn.gov)  
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