

**WETCC Council of Trustees Meeting Minutes**  
**Tuesday, February 13, 2024, 2:00 p.m.**  
**Combined in-person and virtual.**

**Call To Order:** 2:10 p.m.

**Present:** Dana Goodwin, Monica Hedstrom, LeAnn Person, and Billie Annette

**Others present:** Anna Sheppard, Samuel Lerud, Tammy Bellanger, Laura Driscoll, Jean Ostrom, and Awanaabe (Jan) Syverson (recorder)

**I. Approval/Amendments to the agenda**

Billie Motioned; LeAnn seconded. Motion carried. Approved Amendment w/ change

**II. Public Comments (5 minutes each)**

None

**III. Introduction of New Employees**

None

**IV. Staffing Updates**

- Advertised Positions
  - Security Officer
  - Librarian/Academic Coach
  - Dean for Academics
  - Community Extension Director – Tammy Bellanger serving as Interim
- Interviews
- Transfer/Promotion
- Resignation

**V. Action Items**

**A. Approval of Meeting Minutes**

- i. Regular Meeting of January 23, 2024  
**LeAnn motioned; Billie seconded. Motion carried.**

**B. Financial Statements**

- i. Presentation of Reports
  1. January Foundation Report  
No Changes
  2. Check Register/P&L statements.  
Vote for all Financial statements.  
**Billie motioned; Monica seconded. Motion carries.**

**C.**

**Large Expenditure**

*Monica Hedstrom*  
*3-20-24*

i. HeadStart Pathways Programs University of Minnesota Tuition- \$63,349.01

LeAnn motioned; Monica seconded. Motion Carries.

ii. GP server move - \$26,295.00

- Current version is 2016 and will need to remain until audit is over
- Shoot Star stated the server will be shutdown by March 23, 2024
- Looking at upgrading server around October 1, 2024

**LeAnn motioned, Billie Approved. Motion Carried.**

## **VI. Language Center Coordinator – Position description**

Under the supervision of the Ojibwe Language Instructor, this individual will serve as the Oshkaabewis and help coordinate Ojibwe language and cultural activities for WETCC students, faculty, staff, and the White Earth Tribal Nation Community. This individual will also oversee the development of the WETCC Language and Culture Center.

- Dana and Billie discussed pay advised low for position.

**Billie motioned; LeAnn seconded. Approved**

## **VII. Policies**

Time and Effort Reporting Policy: The purpose of the Time and Effort Reporting (TER) system is to confirm that the employee's actual workload distribution is certified on the 'Time and Effort Form,' and that the employee's actual salary and related fringe benefits are charged to a grant versus the budgeted allocation in effect at the time of the initiation of a grant-funded project.

**Billie motioned; Monica seconded. Approved**

## **VIII. Other**

A. President's Report & Monthly Department Updates

-Dana requested the documents sent to ex-officio members.

## **IX. Calendar Updates**

A. Next BOT Meeting – *third Tuesday of each month* – March 19, 2024 – 2:00 p.m.

## **X. Executive Session.**

**LeAnn motioned; Monica seconded. Approved 3:15 p.m.**

**End Session**

**LeAnn motioned; Monica seconded. Approved 3:25 p.m.**

## **XI. Adjournment**

LeAnn motioned; Monica seconded. Motion carries. The meeting closed at 3:29 p.m.