

# WETCC Board of Trustees Meeting Minutes

Tuesday, July 19, 2022, 2:00 p.m.

In-person & Virtual Meeting

## MEETING MINUTES

**Call to order:** Chairperson, Dana Goodwin called the meeting to order at 2:16 pm.

**Present:** Dana Goodwin, Sue Heisler, Billie Annette, LeAnn Person

**Other Present:** Anna Sheppard, Lisa Brunner, Laura Driscoll, David DeGroat, Virginia Anderson, Jon Krulich, and Indosa Montoya (recorder)

### I. Executive Session

Went into Executive Session at 2:16 pm.

LeAnn joined at 2:50 pm

Resumed Regular Session at 3:06 pm

### II. Approval/Amendments to agenda

III. Number I. Executive Session, Number VII. A.i. Special Meeting 7/12/22, C.iii. Nuventive amount changed to \$74,672.00, iv. EAPC contract, F. Job description – Traditional Food Sovereignty Assistant, G. Brady Martz & Associates

Sue motioned to accept the amended agenda, and Billie seconded. Motion carried 3-0.

### IV. Public Comments (5 minutes each) - None

V. **Introduction of New Employees:** Virginia Anderson – Grant Writer. Virginia introduced herself to the Board of Trustees.

VI. **Staffing Updates:** Madeline Tecmire accepted the HS Coordinator position. She will be here for in-processing on 7/25/22. Opening Position – HS Pathways Facilitator, Student Success Coach, Marketing and Communications Specialist, Dean of Student Services

### VII. Action Items:

#### A. Approval of Meeting Minutes:

i. Regular Meeting of June 21, 2022- Grade change to grade 5 on job description Finance Assistant/Bookstore

Billie motioned to accept the amended minutes, and LeAnn seconded. Motion carried 3-0.

ii. Special Meeting of July 12, 2022

LeAnn motioned to accept Special meeting minutes, and Billie Seconded. Motion carried 3-0.

#### B. Financial Statements:

i. Presentation of Reports – Muriel presented the financials for June.

1. June Foundation Report

2. June Check Register

Billie motioned to accept June Financial Statements, and Sue seconded. Motion carried 3-0.

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## C. Large Expenditures:

### i. G&R Controls - \$6,334.00

LeAnn motioned to approve the G&R expenditures for \$6334.00, Billie seconded, Motion carried 3-0.

### ii. Student debt - HEERF - \$99,308.93 w/ Head start Pathways Program Student (\$91,223.94 w/o) March 13,2020

Sue made a motion for \$99,308.93 for student debt, and Billie seconded. Motion carried 3-0.

### iii. Nuventive - \$73,672.00

Billie motioned to approve Nuventive for a three-year contract at \$74,672.00, Sue seconded. Motion carried 3-0.

### iv. EAPC Architects \$8,520.00

Sue motioned to approve the EAPC expenditure, and LeAnn seconded. Motion carried 3-0.

## D. Budget Modification

### i. BIE Operating FY22

Sue motioned to accept the modified BIE budget for FY22, and Billie seconded. Motion carried 3-0

## E. Policies:

### i. 300.57.01 – Vehicle Use Policy

Sue motioned to accept the policy, and LeAnn seconded. Motion carried. 3-0

## F. Job descriptions

### i. Traditional Food Sovereignty Assistant – Full-time position at 32 hours grant-funded for one year with benefits.

Sue motioned to accept the job description, and Billie seconded. Motion carried 3-0

## G. Brady, Martz, & Associates – Present FY21 Audit at 3:00 pm via Zoom –

Matt, from Brady Martz, went over FY21 Audited Financial statements.

Billie motioned to accept the presentation of the financial audit statements, and Sue seconded. Motion carried 3-0.

## B. Other:

### A. Interim President's Report & Monthly Department Updates – Each department updated the Board on happenings within the previous month.

Sue H exited at 4:44 pm

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- B. HLC – Interim President updated the Board that the Institutional Actions Council of the Higher Learning Commission concurred with the evaluation team’s findings and affirmed that WETCC has demonstrated sufficient evidence that it has addressed the concerns related to the focus visit.
- C. BOT Stipends - Tabled
- C. **Calendar Updates:**
  - A. Next COT Meeting – *third Tuesday of each month* – August 16, 2022 – 2:00 p.m.
- D. **Adjournment**

Billie motion to adjourn. Leann seconded. Motion carried.  
Meeting adjourned at 4:53 pm



8/16/22