

WETCC Board of Trustees Meeting Minutes
Tuesday, March 21, 2023, 2:00 PM
Combined in person and virtual

Call To Order: Chairperson, Dana Goodwin called the meeting to order at 2:03 pm.

Present: Dana Goodwin, Monica Hedstrom, Billie Annette, Jacob McArthur, Kris Manning, Leeann Person

Other present: Anna Sheppard, Laura Driscoll, Muriel Stewart, Frank Oakgrove, Bridget Guiza, Tammi Jalowiec, Theresa Donner, recorder.

I. Approval/Amendments to Agenda –

- Bridget asked to make a minor change to item VI, D, contracts.
- An Executive Session will be added to the agenda.
- Update on a past legal issue will be added to the agenda, under President’s Report.
- Under Item VI, B, Financial Statement, change the month of January to February for numbers 1 and 2.

Jacob made a motion to approve the agenda with changes. Billie seconded. Motion carried, 4-0.

II. Public Comment (5 minutes max) - None

III. Introduction of New Employees – None

Dana verified with Minnesota Works that Anna is the President of WETCC and is authorized to utilize their entity to advertise vacancies.

IV. Staffing Updates: – Advertised Positions – HS Pathways Facilitator, Finance Assistance/Bookstore, Community & Extension Director, Human Resource Coordinator, Executive Assistant to the President & Provost, and Custodian. After updates to some of the position descriptions, these positions will be posted.

V. Executive Session

Began Executive Session at 2:20 PM, reconvened at 3:42 PM. Leeann joined the meeting.

VI. Action Items:

A. Approval of Meeting Minutes:

A. Regular Meeting of February 28, 2023

Jacob made a motion to approve the minutes. Billie seconded. Motion carried 4-0.

B. Financial Statements:

A. Presentation of Reports

1. February Foundation Report
2. February Check Register
3. Financial Reports for each grant (update requested)

Muriel presented on items 1 and 2.

- Muriel gave an update on the USDA Grant.

- The MN Indian Affairs Council Fund needs to be researched – was there an extension granted? Muriel will research the grant and present an updated report at the April meeting.
- The Minnesota Indian Affairs Council Fund Grant was intended for language revitalization. If there are funds still available, Dana requested that WETCC work with WERBC, Education Division to develop a language revitalization program to meet the needs of White Earth.

Monica made a motion to approve the Financial Statements. Kris seconded. Motion carried 4-0.

Jacob left the meeting at 4:00 PM.

C. Large Expenditures:

A. Great Lakes Lifeways Institute \$22,066, Canoe Restoration

Kris made a motion to approve payment. Billie seconded. Motion carried 4-0.

B. AIHEC Student Conference \$10,000, co-host agreement

Billie made a motion to approve payment up to \$10,000. Kris seconded. Motion carried 4-0.

C. WESP \$3,750, returns on withdrawn/dropped students.

D. WESP \$12,500, returns on withdrawn/dropped students.

Kris made a motion to approve both item C and D. Monica seconded. Motion carried 4-0.

D. Contracts

A. MWC-WETCC CDL Contract \$47,000, bill to Maadaadizi Workforce Center

Bridget presented the above contract with changes. Leeann made a motion to approve. Billie seconded. Motion carried 4-0.

B. ATTC-WETCC CDL Contract \$20,000, fee for instruction

Bridget presented the above contract. Monica made a motion to approve. Leeann seconded. Motion carried 4-0.

VII. Other

A. President's Report & Monthly Department Updates

Anna presented the President's Report.

- COVID HEERF, not approved at this time.
- Minnesota Legislature 23-24, currently at a standstill.
- AIHEC legislative summit – Anna will send contact information to the COT to send letters of support.

Frank gave an update on the College in the High School with Detroit Lakes; not able to make it work at this time.

Laura presented the Student Services and Academics Reports.

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Muriel presented the Financial Report. There will be in-house training by Great Plains Software.

Anna presented on the Community & Extension Reports that were prepared by Diane McArthur.

Billie left the meeting at 4:15 PM.

VIII. Calendar Updates:

- A. Next BOT Meeting – *third Tuesday of each month* – tentatively set for April 18, 2023 – 2:00 PM. Dana will be on travel status for MIEA (April 18-21). Billie, and possibly Kris will be in attendance at MIEA as well.

IX. Adjournment:

Leeann made a motion to adjourn. Kris seconded. Motion carried 2-0. Meeting was adjourned at 4:34 PM.

A handwritten signature in black ink, appearing to be "Dana", located in the bottom right corner of the page.