

WETCC Council of Trustees Meeting Minutes

February 12, 2019

2:00 p.m.

WETCC Mitigomizh Conference Room

The meeting was called to order at 2:08 by Sue Heisler.

Present: Sue Heisler, Dean Johnson, Brent Gish, Nicole Martinson, Joy Annette at 2:23

Others Present: Lorna LaGue, Lisa Brunner, Gina Murray

- I. **Approval/Amendments to agenda:** Motion by Nicole to approve the agenda as presented, second by Dean.
- II. **Public Comments (5 minutes each):** None
- III. **Introduction of New Employees:** None
- IV. **Action Items:**
 - A. **Approval of Meeting Minutes:**
 - i. Meeting Minutes of the Regular COT Meeting held January 14, 2019 were reviewed.

Motion by Dean to approve as presented. Second by Brent. Meeting Minutes approved.

B. Financial Statements – Gina Murray

- i. Distribution of January Preliminary Statements – No action required.

C. Budget – Title III & MMCDC Financing Options

- i. **Discussion on Title III –** Lorna provided an update on the one Title III grant that is scheduled to sunset this fiscal year unless Congress reauthorizes funding.
- ii. **Discussion on the MMCDC Financing Options –** Dean, Lorna and Gina met with MMCDC this week to review the financing arrangements for Phase III. The College pays the Foundation, the Foundation has three loans that will mature in 2023.

D. Contracts -

- i. Nadine Bill: HLC Consultant –
 1. Lorna explained the original contract has actually gone over the \$5,000 limit for Administration. Focus was on getting the HLC report completed.

Motion by Dean to approve the contract, second by Nicole. All in favor, motion carried.

E. Large Expenditures:

- i. Brady Martz, Auditors - \$10,925

Motion by Nicole, second by Brent to approve the expenditure. Comment noted on the amount expenses for presentation of audit reports and reconciling revenues. All in favor. Motion carried.

- ii. Westaurant Store (Dishwashers) - \$8,784.04 (USDA grant)

Motion by Brent to approve the expenditure, second by Nicole. All in favor. Motion carried.

- iii. Marco – \$5,715.00 (contract and copy overages) – monthly bill plus copy overages. The contract will be coming due in the next year or so.

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Discussion was held on the various machines throughout Campus. ABE and the Extension department are funded separately and do not pay Indirect Cost, therefore those charges should be expenses to the applicable programs. Motion by Dean to approve, second by Nicole. All in favor. Motion carried.

iv. Eden Group - \$12,010.17 (customized ed)

This expense is related to programming already held through the Customized Ed area. The expense was already recovered. Motion by Brent to approve, second by Nicole. All in favor. Motion carried.

v. MN Office of Higher Ed - \$10,000 (MISP return)

This expense is a return of scholarship funds that were received by the College but not disbursed to the students due to drop out. Motion by Nicole to approve, second by Brent. All in favor. Motion carried.

F. Organizational Chart:

The structure did not change, President LaGue proposed a change to one position title, Cultural Coordinator to Cultural Director. Motion by Nicole to approve, second by Dean. 3 in favor, 1 opposed (Joy). Motion carried.

G. Policies:

i. Employee Indigenous Intelligence Policy – Replaces Cultural Competency (revised)

The policy was presented by Lisa. Discussion was held on whether it should be called “Cultural Competency” or “Indigenous Intelligence” and some of the responsibilities outlined in the policy. The President and HR will be added back to the two responsibility pieces. Add back the word “adept” in the purpose statement. The title will be left as “Cultural Competency”. Motion by Brent to approve, second by Nicole. All in favor.

ii. Purchasing Policy:

The policy was revised to state whoever creates a purchase order cannot be the one to sign it. Discussion on the wording and authorized signers. Motion by Dean to approve, second by Nicole. All in favor. Motion carried.

H. Approval of President’s Report/Monthly Department updates – Lorna LaGue

The monthly reports were reviewed. Motion by Nicole to approve, second by Brent. The COT would like to thank all staff for their contributions. All in favor. Motion carried.

V. Other: None

VI. Executive Session: The COT went into Executive Session from 3:43 p.m. 4:45 p.m.

VII. Calendar Updates:

- A. HLC Visit with COT – March 4 or 5?**
- B. Next COT Meeting – March 12, 2019 – 2:00 p.m. Tuesday.**
- C. HLC Meeting on February 20th – at 2:00**

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VIII. Adjournment:

Motion by to adjourn the meeting at 4:45 p.m. by Dean and second by Brent. Meeting adjourned.

Minutes Approved By: *Greg Skisler* Date: *3-12-19*