

WETCC Council of Trustees Meeting Minutes

Tuesday, January 19, 2021

2:00 p.m.

Virtual Meeting

MEETING MINUTES

Call to order: By Sue Heisler at 2:01 pm

PRESENT: Sue Heisler, Dean Johnson, Brent Gish, LeAnn Person, Dana Goodwin, Joy Annette (2:16pm)

OTHERS PRESENT: Lorna LaGue, Brian Dingmann, Jennifer McDougall, Gina Murray, Landa Moore, Luke Warnsholz

- I. **Approval/Amendments to agenda** – Motion to approve the agenda by Dean, second by Brent, motion approved 5-0.
- II. **Public Comments (5 minutes each)** - None
- III. **Introduction of New Employees:** - Brian Dingmann gave an introduction on both employees.
 - A. Raven Freebird, First Year Experience (FYE) Coach
 - B. Dennis Fisher, History/Indigenous Studies Instructor
- IV. **Action Items:**
 - A. **Approval of Meeting Minutes:**
 - i. Regular Meeting of December 15, 2020 – Motion to accept the minutes as submitted by Dana, second by Brent, motion approved 5-0.
 - B. **Financial Statements: Landa Moore** – Landa presented the October, November, and December financial statements. She reported highlights of the financial statements and explained that there is \$2.2 million dollars of grants that are carrying over from this year and a lot of that money is COVID funding. The one “HEERF” account is now almost spent out. Expenses are under budget for the three-month period primarily due to positions that were budgeted but not filled. Brent had a question about a company we are doing business with right now. We will be having a conversation with them and discuss more in another meeting. Motion to accept the financial reports by Dean, second by Dana, motion approved 5-0.
 - i. Financial Narrative
 - ii. October-December 2021 Statements
 - iii. December Foundation Report
 - iv. December Check Register

Joy Annette joined the meeting at 2:16pm

- C. **COT:**
 - i. **Membership** – Two Applicants were received for the COT vacancy. The COT discussed moving forward with candidates who are eligible for consideration. The announcement will be re-advertised “open until filled.” Interviews will be scheduled for the next meeting. Motion by Joy, second by Brent, motion approved 6-0.

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D. Large Expenditures:

- i. Labster - \$10,000 – This is an academic purchase that we would purchase with our COVID funds and its to provide online lab services to our students. The contract is for one year, monitoring needs to be put into place to ensure it is not automatically renewed unless we need it at that time. Motion to approve the large expenditure by Joy, second by Brent, motion approved 6-0.

E. Contracts: None

F. Policies:

- i. Families First Paid Sick Leave – Revised – Lorna reported Congress did not extend this regulation, however the payroll tax credit is extended through March 31st. For the safety of campus it is recommended we extend the policy through March 31st. A wording change was made on page 2 of the policy to leave the wording with only COT included for a policy change. Any expenditures will be covered through the COVID funding. Motion to accept policy with changes by LeAnn, second by Dana, motion approved 6-0.

- G. President's Report & Monthly Department Updates** Lorna said the highlight this month was the college had seven new articulation agreements with colleges across Minnesota. There was a lot of preparation in December for student recruitment. We are implementing the strategic plan. We are still scheduled for our HLC focused visit on November 1, 2021 and we have been having meetings to make sure we are going through our checklist and will continue working on it to ensure we have a positive visit. The audit is underway and there are concerns with the accounting firm. The campus continues to be closed and we are still monitoring the number of COVID cases in the community. The Spring Semester has started on time (on-line). With the declining COVID numbers, we are hoping to re-open campus soon. The Substantive Change Request has been submitted to HLC for online accreditation. Motion to accept the president's monthly report by Dean, second by Joy, motion approved 6-0.

V. Other

- A. FYI Strategic Planning Implementation – Lorna provided the COT the implementation plan for the new strategic plan.
- B. The COT went into an executive session at 2:48 p.m. to discuss a legal matter. Motion by Brent and Second by Dean to resume the regular meeting at 3:01 p.m.


Joy Annette left the meeting at 2:59 p.m.

- i. Motion by Dean and second by LeAnn to authorize Chair, Sue Heisler, to sign the legal document on behalf of the COT. Motion carried with all in favor, 5-0.

VI. Calendar Updates:

- A. Spring Semester started January 11th
- B. Next COT Meeting – *third Tuesday of each month* – February 16, 2021 – 2:00 p.m.

- VII. **Adjournment** – Motion by LeAnn and second by Brent to adjourn the meeting at 3:07 p.m.


2-16-21