

Dec. 11, 2017 2:04 p.m.

COT Meeting Minutes

Present: Sue, Dean, Mike, Merlin, Nicole, Joan, Joy.

Others: Tracy, Kim, Patty S. (recorder)

- I. **Call to order:** Sue called meeting to order at 2:04 p.m.

- II. **Approval/amendments to agenda:** Add "COT Membership" and "Approval of Letter of Support for Project Success, Achieving the Dream". Remove Item V. "Introduction of New Employees." *Motion made by Joan to approve changes to the agenda; Second by Nicole. All in favor, approved.*

- III. **Public comment:** none.

- IV. **Executive Session:** 2:12 to 2:43. Discussion with no action.

- V. **Action Items:**
 - A. **Approval of Meeting Minutes:** Delete verbiage after Action Item IV. Executive Session after "Recommendation was made." Add Aaron Wittnebel to "Others Present". *Motion made by Dean to approve meeting minutes as amended of November 13, 2017; Second by Nicole. All in favor, motion carried.*
 - B. **Finance Report** – Kami Lhotka: Kami explained the budget handouts for October and November. *Motion made by Nicole to approve the October and November Financial Reports; Second by Joy. All in favor, motion carried.* COT Stipends were discussed.
 - C. **BIE Annual Report:** *Motion made by Dean to approve the BIE Report; Second by Merlin. All in favor, motion carried.*
 - D. **Approval of Large Expenditures:** Gordon Construction pay request of \$10,703.41 for Extension and \$26,760.67 for Waadook. *Motion made by Merlin to approve Extension pay request; Second by Dean. All in favor, motion carried. Motion made by Nicole to approve the Waadook pay request; Second by Joan. All in favor, motion carried.*
 - E. **Contracts:** one for review only.
 - F. **Approval of President's Report/Monthly Department updates** – Tracy Clark: Tracy explained the revised Monthly Department Report template that includes Strategic Planning goals. *Motion made by Nicole to approve President's and Monthly Reports; Second by Joan. All in favor, motion carried.*
 - G. **Policy Changes/Approvals:** Student Code of Conduct Policy revisions. Cabinet approved committee structure Discussion for clarification. Joy asked to add "see section 5.1". *Motion made by Dean to approve revisions to policy as amended, with changes; Second by Nicole. All in favor, motion carried. Final copy will be emailed to COT.*
 - H. **Grants:** N/A
 - I. **COT Membership:** The COT seat of Indian Education ends December 2017. *Motion made by Nicole to have Joan continue in the seat for another term. Motion died for lack of second. Discussion regarding qualifications of seats, and compliance with By-Laws.*

Amendment to By-Laws Article III, 3.1.3: Motion by Joy, Second by Nicole. All in favor, motion carried. Motion was amended to change Article 2.3.3 and 3.1.3 from "employed" to "involved", and any other aspect of the By-Laws affected by this change in wording. Motion made by Joy to approve changes to the By-Laws; Second by Nicole. 6 in favor, 1 abstention. Motion carried. Motion to extend Joan's term made by Dean; Second by Nicole. 6 in favor, 1 abstention, motion carried.

J. Approval of Letter of Support for Project Success, Achieving the Dream: *Motion made by Joan to approve Project Success Letter of Support, Second by Merlin. All in favor, motion carried.*

K. Signatures needed: Signatures were obtained for Gordon Construction pay app requests of \$10,703.41 for Extension and \$26,760.67 for Waadook, the BIE Annual Report, mileage sheets, and President's travel.

VI. Board Governance:

A. Presidential Search Update: Letters were sent out to 5 candidates, to interview on January 9, 2018. Presidential Search Committee plans to meet to review interview questions on Jan. 3 at 2:00 p.m.

B. Board Self-Assessment: Completed and submitted to Patty.

VII. Calendar Updates:

A. WETCC Staff Christmas Party Dec. 14 at 6:00 p.m.

VIII. Discussion Items: Discussion was held regarding the next meeting date and future meeting dates. Joy will send an email to Sue requesting to have a short meeting on January 3rd at 1:30.

IX. Adjournment: Motion to adjourn by Dean, Second by Joan. All in favor, adjourned at 4:29.



Secretary's signature

1/3/18

date