

# WETCC Council of Trustees Meeting Minutes

Tuesday, January 25, 2022, 2:00 p.m. Virtual

## MEETING MINUTES

**Call to order:** The meeting was called to order at 2:09 p.m. by Chairperson, Dana Goodwin.

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

**Other Present:** Anna Sheppard, Laura Driscoll, Muriel Stewart, Lisa Brunner, Joan LaVoy, Randy Perkins, Jon Krulich, and Indosa Montoya (recorder)

- I. **Approval/Amendments to agenda** – Head Start bills do not need under \$5,000. The trustee would like the report that was sent to HLC, Training review on what was learned in professional development on 1/21/22, to fall into action #6. Add Executive Session after Benefit Proposal update. Sue makes a motion to accept the agenda with the above changes, Monica seconded. Motion carried – 4-0
- II. **Public Comments (5 minutes each)**
- III. **Introduction of New Employees:** Randy Perkins, English Instructor – Been in the area for 3 years, recently at BSU. Very happy to be at white earth, he is linguistic. Started teaching in the Peace Corps, Saudi Arabia, and Egypt are some places in the world he has taught language. He is a student of several languages and is particularly interested in multicultural education.
- IV. **Department Updates: None**
- V. **Action Items:**
  - A. **Approval of Meeting Minutes:**
    - i. Regular Meeting of December 21, 2021 – Sue makes a motion to accept as written, LeAnn Seconded. Motion carried 3-1.
    - ii. Special Meeting of January 14, 2022 (Virtual) – Anna's last name is misspelled on minutes, 2c. Dec 27, 2021, was the Interim President's start date. 1. Jason is Jacob to update the website. Motion to accept as amended, Monica made a motion, Billie seconded, Motion carried 4-0.

Randy Perkins joined at 2:30 p.m.
  - B. **Financial Statements:**
    - i. Financial Narrative & Presentation of Reports -At first glance student fees and capital expenditures, there has not been a lot of drawn downs in December. Work on getting it caught up by working with departments and their grants.
      1. December Foundation Report
      2. December Check RegisterSue Motion to accept the financial statement, LP Seconded. Motion Carried 4-0.
    - ii. **Other FY 22 Budget** – One area where the formula did not pick up. It caused a difference in expenditure and other salaries \$6000. It was a +/- which creates a wash.

Motion to accept federal sources under federal work studies.  
Billie motion, LeAnn seconded, Motion carried 4-0.

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## C. Large Expenditures:

- i. White Earth Scholarship Program - \$5,500.00

## D. Contracts:

- i. Ratwik Roszak & Maloney – Legal - \$10,686.22

Sue motioned to accept both large expenditures and contracts and pay them, Monica seconded. Motion carried. 4-0.

## E. Signature Authorization

- i. Community Development Bank, FSB – To remove individuals Lorna LaGue, Dean Johnson, and Jennifer McDougall, retain Sue Heisler and Lisa Brunner, and add Dana Goodwin, Monica Hedstrom, and Laura Driscoll to all WETCC bank accounts. Sue will submit the appropriate paperwork to the financial institutions Sue makes a motion for Community Development Bank, Billie Seconded. Motion carried. 4-0.
- ii. Bremer Bank – To remove individuals Lorna LaGue, Dean Johnson, and Jennifer McDougall, retain Sue Heisler and Lisa Brunner and add Dana Goodwin, Monica Hedstrom, and Laura Driscoll to all WETCC bank accounts. Sue will submit the appropriate paperwork to the financial institutions. Sue makes a motion for Bremer Bank, Billie Seconded. Motion carried. 4-0.

## F. Policies

300.03 – Equal Employment Opportunity – Accept with changes

Sue motions to accept, Billie seconded, Motion carried 4-0

300.55 – Title IX – Accept with changes

Billie motions to accept, Monica seconded, Motion carried 4-0.

## G. COT

- i. Vacancy Update – No recent applications received,

## VI.

- A. Interim President's Report & Monthly Department Updates – Reviewed the strategic plan, working with ATD reviewing documents and processes. Preparing for the HLC visit. Laura- a site visit from ATD, we are done with them in September, they are helping with early alerts and a few other policies to keep the students we have. Student service is contacting students to ensure all barriers are being met as possible. Joan – the number in her report is the census number for this Spring student's enrollment is 100. Lisa – Preparation for winter camp, however due to covid that is postponed. Held a sausage 101, held a feast for winter soloistic.
- B. Benefit Eligibility Proposal – Change eligibility to the first of the month, instead of 60 days after you are hired. We can make this change separate from other RTC entities. The cost would be minimal. The policy has already been updated and included in the packet for the trustees to view. Assuming the proposal is approved the policy would need approval as well. Anna raised the question regarding starting benefits on the day of hire. Approve benefits on the date of hire unless it creates a hardship for the employee then we will have the benefits effective the first month following the hire. Motion by Monica, seconded LeAnn, Motion carried 3-0.

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Sue exits at 4:05 pm  
Sue entered at 4:22 pm  
Billie exits at 4:22 pm

**Training updates** – Spending updates, Strategic plan do we redo the whole thing, or make it work with the one we currently have Laura -the current one does not have goals or objectives, the implementation teams are not working. This was felt by many, We will be receiving one proposal from ATD on the Strategic Plan. Preparation for the HLC visit student services has been meeting daily at 9:00 to go over assessment, the Focus Report was sent out to all staff, the academic dean has conversations points for leaders to speak with subordinates.

## VII. **Calendar Updates:**

- A. Next COT Meeting – *third Tuesday of each month* – February 15, 2022 – 2:00 p.m.
- B. HLC Focused Visit – Monday, Feb 28, 2022, & Tuesday, Mar 1, 2022

Moved into executive session at 4:54 pm

## **Executive Session**

We came back into regular session at 6:42 pm  
Dana Goodwin, Chairperson asked for a motion to adjourn the meeting. LeAnn made a motion and Monica seconded it. The motion was carried 3-0

## VIII. **Adjournment**

The meeting was adjourned at 6:43 pm

*Approved on  
Feb-15-22  
Sue Skisler*