

**WACCT Board Meeting Minutes
April 21, 2016
Rock Springs, Wyoming**



I. Call to Order

The meeting was called to order by WACCT President, Walt Wragge at 2:05 p.m. Those present were:

Name	College	Name	College
Walter Wragge	NWCCD	Heather Christensen	CWC
Norleen Healy (Phone)	NWCCD	Ed Mosher	LCCC
Don Erickson	LCCC	George Eckman	WWCC
Sue Schilling (Phone)	CC	James Roth	WWCC
Mickey Douglas	CWC	*Erin Taylor (Phone)	Exec. Director
Nada Larsen (Phone)	NWC	*Tom Spicer (Guest)	WWCC

*non-voting

Ed Mosher was appointed by the Chairman of the LCCC Board of Trustees as a proxy for Brad Barker.

II. Welcome from the President

President Wragge welcomed everyone to the meeting and thanked them for being present.

III. Approval of WACCT February 17, 2016 Minutes.

It was moved and seconded to approve the minutes dated February 17, 2016. Motion carried.

IV. Approval of the April 21 agenda

It was moved and seconded to approve the Agenda for the April 21, 2016 Board Meeting. Motion carried

V. New Business

A. Approval of WACCT Financial Statements

Copies of the financial statements were distributed to Board Members. Erin explained in detail the Profit and Loss Budget vs. Actual. She suggested a line item for the cost of Board Meetings. The total expense of the Awards/Reception is \$12,868.57. The alcohol was donated. She feels the next budget needs more classification on items to enable the Board a clearer understanding of the expenses.

It was moved and seconded to approve the Financial Report through March. Motion carried.

B. Executive Director Evaluation

Erin is doing her self-evaluation and the full Board is required to electronically complete her evaluation and return it to President Wragge no later than May 13, 2016.

C. Board Governance

There was a very long and deep discussion regarding the Commitment and Code of Conduct Forms. Jim Roth and Walt Wragge stated both of these forms were adopted

and approved, line by line, before becoming Policy. The forms were to be signed annually, however, this is the first time it has been done in a number of years.

It was moved and seconded the two documents be referred to the Executive Committee to be revisited. Motion Carried.

- D. The GISS is scheduled for June 2nd and 3rd, 2016 in Casper. Because this would be valuable to other people beside the Trustees and Presidents, GISS agreed non-trustees could attend for \$200.00/person, to be paid by their college. The WACCT Board will meet at 4:00 p.m. on June 1st.

The Summit is scheduled for October 20 and 21, 2016, in Laramie at the UW Conference Center. The Keynote will be Mr. Davis Jenkins “We Can Do More Together, Opportunities of an Economic Down-Turn”.

The benefits of a Board Retreat were discussed. A suggested location was Sinks Canyon Center – CWC, Lander. The Retreat will be an agenda item for the next meeting.

- E. Executive Director’s Report
Erin continues to update the WACCT website. The next step will be more analytics and an interactive map.
She attended the American Society of Association Executives Great Ideas Conference in Colorado Springs and came away with many ideas that can be used in her work with WACCT.
She is planning to attend all legislative interim meetings that are germane to her work with WACCT. It will be another busy summer.
- F. Complete College Wyoming will hold a face to face meeting in Casper. Dr. Jackie Freeze is retiring from WWCC but will continue her work with CCW.

VI. Old Business

There was no Old Business to bring before the Board.

VII. Executive Session -Personnel

It was moved and seconded at 4:06 p.m. to retire into Executive Session to discuss personnel. The regular meeting of the WACCT Board reconvened at 4:36 p.m.

VIII. Adjournment

There being no further business the meeting adjourned at 4:36 p.m.

Respectfully submitted:

Mickey Douglas
WACCT Secretary
CWC Trustee