WACCT Board Meeting Minutes April 27, 2017

Northwest College Yellowstone Building Conference Center, Room 106



Call to Order

The meeting was called to order by WACCT President, Walt Wragge at 3:00pm.

Those present include:

Name	College	Name	College
Walter Wragge	NWCCD	Erin Taylor	Exec. Director
Paula Hunker	CWC	Don Erickson by phone	LCCC
Sue Schilling by phone	CC	Carolyn Danko	NWC
Nada Larsen	NWC	Deb Wendtland by phone	NWCCD
Bob Newsome – guest*	NWC	George Eckman	WWCC
Kathy Dolan by phone	CC	Marilyn Fisher by phone	EWC
Dustin Spomer – guest*	NWC		

^{*}non-voting

The agenda of the April 27, 2017 was approved.

It was moved and seconded to approve the minutes of the February 8, 2017 WACCT Governing Board Meeting.

New Business

- **I.** Financial
 - **a.** The year to date profit and loss vs. budget and balance sheet were reviewed by the Board.
 - i. Revenues are down due to lack of sponsorships obtained for the WACCT annual Legislative Meeting and low event registrations. Some expenditures came in over budget. Those include the policy summit and trustee education (due to the facilitated retreat).
 - **b.** Expected expenditures for the remainder of the fiscal year include contract services, CPA expenses, conference calls, and travel. Reserves should be approximately \$57,000 by June 30, 2017, the end of the fiscal year.
 - **c.** The Executive Director will work with the Treasurer to present a draft budget for the June board meeting.
 - **d.** The Executive Director reported that the IRS determination paperwork was filed. The accompanied fee was \$850. WACCT is a 506(c)6 tax exempt organization. This means that lobbying is allowed for the group's common interest.
 - e. It was moved and seconded to approve the financial reports, Motion passed.
- II. Board Governance
 - **a.** Bylaws proposed changes term limits for officers
 - i. Bylaw change would have to occur, Article, p.2.

- **ii.** Discussion followed on the pros and cons. No changes were recommended so no motion was necessary as this is the status quo.
- **b.** Committee assignments
 - i. Education: Nada Larsen volunteered to replace Mickey Douglas.
- III. Executive Director Update
 - **a.** The Executive Director gave a quick recap of the 2017 legislative session, the upcoming interim topics and the WACCT website.
- IV. WACCT Education Committee Report and Recommendations
 - a. 2016 Policy Summit
 - i. Recommendation the WACCT Conference (renamed) should:
 - **1.** Provide an opportunity for face to face meetings with trustees, AACC, college presidents, on an annual basis.
 - 2. Provide trustee education for leadership
 - **3.** Audience should include new trustees, current trustees, trustee leadership, UW staff, presidents, commissioners
 - ii. Program ideas: CC and/or UW provide best practices on campus
 - **iii.** The WACCT Conference should take place in mid-October for one and one half days perhaps to coordinate with the WCCC October meeting.
 - iv. Location should be central to everyone Casper.
 - b. WACCT Awards and Legislative Reception
 - i. Recommendation:
 - 1. WACCT Awards and Legislative Reception should be held at LCCC again next year.
 - 2. CWC is the host college.
 - c. GISS follow up
 - i. Recommendation:
 - **1.** WACCT should budget and schedule with ACCT to host the GISS again in the spring of 2018.
- V. Other Business
 - a. Complete College Wyoming Update
 - i. Jackie Freeze is now a WCCC commissioner and Dr. Shawn Powell, CC and Patrice Noel, UW will take over chairmanships.
 - **b.** ACCT State Coordinator's Position
 - i. Walt is ready to turn this over to another trustee
 - c. WACCT Board Retreat Recommendations
 - i. Use the annual report of ALIGN to inform our trustees
 - d. Executive Director Evaluation and Results
 - i. Walt will discuss this with the Executive Director
 - e. Executive Director Contract/Job Description
 - i. Trustees looked at the old contract and the revised job description
- VI. Old Business
- **VII.** The meeting was adjourned at 5:27pm.