## **WACCT Board Meeting Minutes**

June 26, 2017 Central Wyoming College ~ SC 103



## Call to Order

The meeting was called to order by WACCT President, Walt Wragge at 3:03pm.

Those present:

Name	College	Name	College
Walter Wragge	NWCCD	Erin Taylor by phone	Exec. Director
Ernie Over	CWC	Don Erickson	LCCC
Sue Schilling	CC	Carolyn Danko	NWC
Nada Larsen	NWC	George Eckman	WWCC
Bradley Barker by phone	LCCC	Marilyn Fisher	EWC
Kathy Dolan	CC		

<sup>\*</sup>non-voting

The agenda of the June 26, 2017 meeting was approved.

It was moved and seconded to approve the minutes of the April 27, 2017 WACCT Governing Board Meeting and the WACCT Executive Committee minutes of November 30, 2016 and June 19, 2017.

## **New Business**

- **I.** Financials
  - **a.** The year to date profit and loss vs. budget and balance sheet were reviewed by the Board. The following suggestions were made for future financial statements:
    - i. Include a line item to illustrate the reserves.
    - **ii.** Marilyn Fisher offered her professional CPA services to help present the financials in a more understanding manner.
    - iii. The reserves at the end of the current fiscal year should be around \$57,000.
  - b. It was moved and seconded to approve the financial reports, Motion passed.
  - **c.** The proposed 2017/2018 budget as recommended by the WACCT Executive Committee was presented to the Board and questions were answered.
  - d. After careful consideration and discussion, a motion was made and seconded to approve the 2017/2018 WACCT budget with the following modifications (motion passed):
    - i. Leave the \$2,000 for the GISS or other trustee education opportunities in the budget. A roll call vote was taken with unanimous support to leave the \$2,000 in the budget. All colleges were charged with getting back to the ED on their commitment for moving forward with GISS from each college.

- ii. Remove the \$1,000 for ACCT Coordinator travel from the WACCT Budget.
- iii. A motion was made and seconded to approve the 2017/2018 budget as amended with a \$3,693.79 deficit and bring \$3,693.79 from reserves to balance the budget. Motion passed.
- II. WACCT Education Committee Report and Recommendations (made up of Walt Wragge, Don Erickson, Ernie Over, and Kathy Dolan)
  - a. October WACCT Conference President Wragge outlined the Education Committee's recommendations for the October WACCT Conference. Details include the following:
    - Name changed to WACCT Conference
    - Central location Casper College
    - Dates October 11-12, 2017, with WCCC meeting on October 13<sup>th</sup> in Sheridan
      - starting Wednesday afternoon with reception/dinner on legislative advocacy
      - next morning including ED responsibilities
      - luncheon to end the conference between the WACCT Board and the Presidents (likely legislative discussion)
      - WACCT Board meeting before going to Sheridan
    - Theme best practices from each college
  - February Trustee Education Day President Wragge then told the Board that the Education Committee was interested in pursuing a trustee education day in February focusing on economic diversity and the ENDOW process.
  - c. GISS follow up as discussed in the budget
- **III.** WACCT Retreat Recommendations Walt gave a quick summary of the retreat recommendations from last fall.
  - a. Align mission statement Nada Larson and Deb Wentland summarized the recommendations of the Mission Statement Committee, which recommended that the mission more align with the focus on advocacy, while still including trustee education. A motion was made and seconded to adopt the suggested mission statement. Motion passed.
  - **b.** Align ED Expectations with resources discussed in budget
  - c. Outreach campus resolution. A motion was made and seconded to approve the WACCT Outreach Campus Resolution as discussed. Motion passed. President Wragge suggested that the resolution be presented to the Executive Council through Dr. Rose.
  - **d.** Board member expectations WACCT members have an obligation to keep the college board members abreast of the WACCT goings on, the minutes, serve in that capacity.
  - **e.** Board member orientation Walt explained that the retreat recommendations document provided by Align could serve as a sort of board orientation or training tool for new trustees.
- IV. Executive Director Evaluation
  - **a.** Walt walked the Board through the evaluation remarks and scores. He explained that he had a conversation with the ED about her evaluation and if she had any

changes with the form and format of the evaluation. She will work this year to outline some personal goals for the coming year.

- V. Approval of Executive Director Contract
  - **a.** The Board approved the contract for the ED for another year, reflecting the increase in the amount of the contract by four percent.

Old Business – none The meeting was adjourned at 4:59pm.