

OFFICIAL MEETING MINUTES

MINUTES:	TMCC SPECIAL BOARD OF DIRECTORS MEETING
Meeting:	Board of Directors, Board of Trustees, Administration
Date/Time/Location:	6/23/2014 – 12:23 p.m. – TMCC Board Room
Board of Directors Present:	Duane Poitra, JoAnne DeCoteau, Glenn Longie, Carla Peltier.
Board of Directors Absent:	Dr. Leigh Jeanotte
Board of Trustees Present:	
Staff Present:	Dr. Jim Davis, Kellie Hall, Tracy Azure, Wanda Laducer, Holly Cahill.
Guests:	Sharon Parisien, Sheila Trottier, Ron Parisien
Officiating Recorder:	Wanda Laducer

Agenda Item	Discussion – Conclusion	Recommendations or Actions
I. Call to Order	Chairman Poitra called the meeting to order at 12:24 p.m.	
II. Roll Call	Performed by Wanda Laducer.	
III. Approval of <u>Agenda</u>		Chairman Poitra asked for a motion to approve the agenda with the addition. Glenn Longie made this motion, seconded by Carla Peltier. No discussion held. Wanda Laducer performed roll call vote. All were in favor. Motion carried. (Duane requested to add item #4 - Heat pump sprinkler to the agenda.)
IV. Old Business		
1. <u>TM8 Lease Agreement</u>	Dr. Davis introduced Sharon Parisien from the Housing office. Sharon is present at the meeting to answer any	Glenn Longie made a motion to approve the lease agreement with the Housing

questions the board may have. JoAnne DeCoteau entered the meeting at 12:25 p.m. Sharon informed the board of the housing unit as well as the agreement between the College and the Housing. The college will need to sign the lease agreement along with a modification form. The housing will maintain the building. Duane Poitra asked about the land and who has the authority to turn the land over to the college. Sharon responded that there will need to be a resolution from the tribe to turn the land over to the college. Duane asked if there were any concerns from people who may be adjacent landowners to the project. Sharon responded that there was an open meeting held and that there were questions asked and that there were landowners present at that meeting. Sharon stated that the total development cost is a little over 4.4 million. The housing will get a reduction on fees. The total cost to the housing will be \$110,000.00. Duane asked about after the investment period is over - who would the housing unit belong to. Sharon stated that it would be turned over to the college after fifteen years. Sharon stated that this is the 8th tax credit housing project that they have had. Carla stated that the lease states "25" years. Sharon reassured her that it would be 15 years. Dr. Davis stated that his recommendations is to approve the lease agreement. The housing unit will only be used for TMCC students who have children. Sharon stated that leases will be for 6 months at a time. The "lessee" (student) will also need to be in good standing. There will be monthly inspections conducted by the Housing office. There will

**office. JoAnne DeCoteau seconded.
Roll call taken. All in favor. Motion carried.**

	<p>also be no smoking in the building. Dr. Davis asked that Sharon inform the board of Section 8 vouchers.</p>	
<p>2. BCT House Project</p>	<p>Dr. Davis stated that the house project has been advertised twice. The second time around there were no inquiries. The first time around there were some inquiries. Dr. Davis informed the board that there are a few options. Dr. Davis stated that we may have to reduce the bid for the house down to \$100,000. The college could also use the building for a day care center which could be utilized as a lab for the Early Childhood program. Dr. Davis stated that we need to do something soon with the house on the outside. The house that is being built on the inside is ready to be moved out. Dr. Davis stated that he did get an inquiry over the telephone recently but there was no bid from the gentlemen. Sheila responded that we put it up for bids last fall. Duane feels that it is an investment and feels that we should not get into another college operated business. Sheila stated that there is an additional cost right now of insuring the property. She stated that it was expensive to advertise in the newspapers. They are currently advertising for free on Bis-man and facebook. Discussion on how to re-advertise using different words. Duane stated that the college could advertise for \$120,000 or make an offer however the college has the right to decline an offer.</p>	
<p>3. OFS Salary Schedule</p>	<p>Dr. Davis informed the board that there will be a powerpoint so they may want to reposition themselves so they can see better. He stated that there are four areas to look at. Glenn exited the meeting at 1:07 p.m. Hollie went over the Policy Change Recommendations- June 23, 2014. A hard copy was given. See attached</p>	<p>JoAnne DeCoteau made the motion to approve for 30 day comments. Carla Peltier seconded. Roll call taken. All in favor. Motion carried.</p>

addendum. Duane asked about the Exceptional Expertise. He stated that "prior to implementation", this needs to be added to policy # 5.5.0020. Duane asked about the salary scale movement. 5.7.0042. We need to indicate July 1 as the date the salary schedule will go into effect. This date also needs to be added to policy 5.5.0022 as well. Holly went through the policies and any changes. Duane clarified that only the President is issued a contract by the board. The board negotiates with the President. The Board Chair will sign the President contract. The board does not negotiate with the Vice-President nor sign the Vice-President contract. The President negotiates with the Vice-President as well as being responsible for signing the Vice-President's contract. Duane is referring to policy 5.9.0010. Duane would like to recommend to the board that these policies be posted for 30 days for comments with the changes and removal of the appendix forms already posted on website.

Staff salary scale. Holly & Tracy will cover. The board would like to review the total amounts. The total cost will be \$240,315.14 . There are 20 positions that are red lined out of ICCA/Indirect. There are 24 positions that are green lined out of ICCA/Indirect. There are 32 positions that are green line out of grants with 34 positions being red lined out of grants. The salary scale was put on the screen. There was discussion on the levels. . Discussion on how employees would be given a maximum of five years experience if they were in-house. Holly and Kellie will sit with anyone that would like to

review the market analysis done on their position. Duane asked if this is sustainable with the budget. Tracy showed the positions and what positions are green lined and what are red lined. This also showed their current hourly rate and what their new rate will be, what the difference in the rate of pay is and what the total annual cost would be. Discussion on the cost and the possibility of phasing it in over two years time. Duane asked about a higher lag - this would be based on affordability. Tracy showed what a 17.5% lag would be. This would bring the total cost down to \$184,399.00. This would amount to a decrease of \$55,916.00. Duane asked what the additional cost would be for the faculty. Tracy stated that that dollar amount was also included in the total for the staff. Tracy showed the scale for faculty. Duane asked the rest of the board what they would like to do. Dr. Davis suggested meeting again later in the week. The meeting is scheduled for Wednesday morning at 7:00 a.m.

JoAnne DeCoteau made a motion to recess until Wednesday morning at 7:00 a.m. Carla Peltier seconded. Roll call taken. All in favor. Motion carried.

V. Other Business

VI. Next Meeting

X. Adjournment

Regular Board of Directors: July 28, 2014 at 5:00 p.m.; TMCC Board Room

Meeting adjourned at 2:30 p.m.



Duane Poitra, Board of Directors Chairman



Wanda Laducer, Acting Board of Directors Recording Secretary