

## OFFICIAL MEETING MINUTES

**MINUTES:**

**TMCC SPECIAL BOARD OF DIRECTORS MEETING**

**Meeting:**

**Board of Directors, Board of Trustees, Administration**

**Date/Time/Location:**

**08/18/2015 – 5:00 p.m. – TMCC Board Room**

**Board of Directors Present:**

Duane Poitra, Dr. Lana DeCoteau, JoAnne DeCoteau, Carla Peltier, Cynthia Allery

**Board of Directors Absent:**

**Board of Trustees Present:**

Yvonne St. Claire, Jim Lindgren

**Staff Present:**

Kellie Hall, Dr. Jim Davis,

**Guests:**

**Officiating Recorder:**

Yvonne St. Claire

Agenda Item	Discussion – Conclusion	Recommendations or Actions
I. Call to Order	Chairperson Poitra called the meeting to order at 5:10 p.m.	
II. Opening Prayer	Performed by	
III. Roll Call	Performed by Duane Poitra	Chairperson Poitra introduced Cynthia Allery as the new Board of Director member.
IV. Approval of Agenda		Chairperson Poitra asked for a motion to approve the agenda. Carla Peltier made this motion, seconded by JoAnne DeCoteau. Yvonne St. Claire performed roll call. All were in favor. Motion carried.
V. Approval of Minutes		
VI. Old Business		
VII. New Business		

**Personnel Policy – Hiring Freeze Discussion**

Duane discussed the personnel policy and the timeline that was put together at the December meeting in 2014 and the August board retreat. The board inserted their comments into the Personnel policy and they are highlighted in yellow. Duane met with Dr. Davis and Kellie Hall regarding the personnel policy. He gave Dr. Davis and Kellie copies of the boards changes.

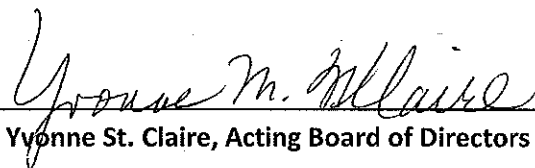
The Board of Directors also discussed the hiring practices while at the retreat. They want a more transparent policy. The Board of Director's discussed their concerns with the hiring practices. The Dean of Students position was discussed. Duane asked Dr. Davis to explain the hiring process. Dr. Davis responded that the applications are accepted, a committee reviews the application and scores according to a matrix, interviews follow and then a recommendation is made to him. He makes the ultimate decision to go along with the recommendation or not. Duane is concerned about the hiring procedure therefore would like the board to concur with the hiring of positions. More discussion on the Director of Student Services being re-advertised as Dean of Students. Shouldn't the advertisement have been brought to the board before they advertised? Dr. Davis explained that since it was previously in the budget, it did not have to go to the board. Duane stated that the board has a fiduciary responsibility and feels that positions that are being hired, need to be brought to the board for concurrence. Dr. Davis explained that there was someone acting in the capacity of the "Dean" in addition to their job. This was to save money rather than hiring a full time Dean of Students. They tried to get the board to approve a position under the title "Director of

	<p>Student Services” but the board didn’t approve. Duane explained that the board is concerned with declining enrollment. In June, the budget showed that there was a \$600,000 deficit and then in July the Comptroller showed the budget was balanced. Duane explained that the board wants more transparency with hiring but they will go on record today to lift the hiring freeze. Duane asked other board members of their comments. Carla feels that the decisions that the board makes are for the good of the college. Carla feels that if everyone follows the policy, everyone will be fine.</p>	<p><b>Dr. DeCoteau made a motion to lift the hiring freeze. Carla Peltier seconded. Roll call taken. All in favor. Motion carried.</b></p>
<p><b>VIII. Other Business</b></p>	<p>Duane asked the Board of Trustees members that were present if they would be willing to share a secretary since the Board of Director secretary has resigned and the position will be advertised for a new one. Discussion.</p> <p>The board went into executive session at 6:08 p.m.</p> <p>The board came out of executive session at 6:42 p.m.</p>	<p><b>JoAnne DeCoteau made a motion to go into executive session. Dr. DeCoteau seconded. Roll call taken. All in favor. Motion carried.</b></p> <p><b>JoAnne DeCoteau made a motion to come out of executive session. Carla Peltier seconded. Roll call taken. All in favor. Motion carried.</b></p>

<b>IX. Next Meeting</b>		
<b>X. Adjournment</b>	Meeting adjourned at 6:52 p.m.	Chairperson Poitra asked for a motion to adjourn. Dr. DeCoteau made the motion to adjourn, seconded by Carla Peltier. Roll call taken. All were in favor. Motion carried.



Duane Poitra, Board of Directors Chairperson



Yvonne St. Claire, Acting Board of Directors Recording Secretary