

OFFICIAL MEETING MINUTES

MINUTES:	TMCC REGULAR BOARD OF DIRECTORS MEETING
Meeting:	Board of Directors, Board of Trustees, Administration
Date/Time/Location:	8/24/15 – 5:00 p.m. – TMCC Board Room
Board of Directors Present:	Duane Poitra, JoAnne DeCoteau, Dr. Lana DeCoteau, Carla Peltier.
Board of Directors Absent:	Cynthia Allery.
Board of Trustees Present:	Dwight Trotter, Yvonne St. Claire.
Staff Present:	Dr. Jim Davis, Kellie Hall, Tracy Azure, Chad Davis, Wes Davis, Mike Poitra, Donald Plant, Wanda Laducer.
Guests:	None.
Officiating Recorder:	Jaclyn De Los Santos.

Agenda Item	Discussion – Conclusion	Recommendations or Actions
I. Call to Order	Chairman Poitra called the meeting to order at 5:03 p.m.	
II. Opening Prayer	Performed by Kellie Hall.	
III. Roll Call	Performed by Jaclyn De Los Santos.	
IV. Approval of <u>Agenda</u>	Yvonne St. Claire entered at 5:06 p.m.	Chairman Poitra requested a motion to approve the agenda. Dr. Lana DeCoteau made this motion, seconded by JoAnne DeCoteau. Discussion held. Add Wes Davis, Infrastructure under Dr. Davis' Report. Jaclyn De Los Santos performed roll call vote. All were in favor. Motion carried.
V. Approval of Minutes <ul style="list-style-type: none"> ● <u>6/17/15</u> ● <u>7/27/15</u> ● <u>8/3/15</u> ● <u>8/4/15</u> 		Chairman Poitra requested a motion to approve the June 17, 2015 minutes. JoAnne DeCoteau made this motion, seconded by Dr. Lana DeCoteau. Jaclyn De Los Santos performed roll call vote. All were in favor. Motion carried.

		<p>Chairman Poitra requested a motion to approve the July 27, 2015 minutes. JoAnne DeCoteau made this motion, seconded by Dr. Lana DeCoteau . Jaclyn De Los Santos performed roll call vote. All were in favor. Motion carried.</p> <p>Chairman Poitra requested a motion to approve the August 3, 2015 minutes. Dr. Lana DeCoteau made this motion, seconded by JoAnne DeCoteau. Jaclyn De Los Santos performed roll call vote. All were in favor. Motion carried.</p> <p>Chairman Poitra requested a motion to approve the August 4, 2015 minutes. Dr. Lana DeCoteau made this motion, seconded by JoAnne DeCoteau. Jaclyn De Los Santos performed roll call vote. All were in favor. Motion carried.</p>
<p>VII. Old Business</p>		
<p>A. Facility Use Study Update by Wendy Van Dyne</p>	<p>Dr. Davis informed the Board that Wendy is from Bartlett & James from Bismarck and they are providing the Facility Use Study. Wendy provided a powerpoint update in reference to the master plan for TMCC.</p> <p>Carla Peltier entered at 5:18 p.m.</p> <p>Chairman Poitra inquired about making the routine maintenance happen. Funds should be set aside to maintain the area on an annual basis. We need to</p>	<p>Wendy will provide an update at the September Meeting.</p>

	figure out how to ensure that this happens. Also, the childcare program has been discussed for a number of years, but nothing put towards making it happen. Dr. Davis inquired about reflecting on the concerns of some individuals. Need to determine how each item is a priority. Discussion held. The Master Planning Committee would need to review the concerns and propose the recommendations to the Board. Wendy exited at 5:51 p.m.	
B. Board Minutes Software by Chad Davis	Chad Davis informed the Board that he has been researching alternative software for the Board minutes/documents. Chad informed the Board that Google Docs does have some of the functionalities that were previously requested. Donald Plant and Mike Poitra, exited at 6:09 p.m.	The Board is going to test out the Google Worklife for the next few months.
C. <u>ICCA Budget Employees</u>	The Board reviewed the budget for ICCA paid employees.	
D. <u>2015-2016 TMCC Catalog Change</u>	Discussion held in reference to the catalog changes.	Chairman Poitra requested a motion to approve the 2015-16 Catalog as presented with changes. Dr. Lana DeCoteau made this motion, seconded by Carla Peltier. Jaclyn De Los Santos performed roll call vote. All were in favor. Motion carried.
VIII. New Business		
1. Vice President's Report by Kellie Hall a. <u>Monthly Report</u>	Kellie Hall's report was attached in the Board packet. Chairman Poitra inquired about what happens with current Project CHOICE employees. Kellie informed the Board that they currently have a no cost extension until March 31, 2016. Chairman Poitra inquired about the current staff if they are given the job if the grant changes, or if the positions are re-advertised.	Keep the Board informed on the Project CHOICE/HEART grant employees. Wanda will make reservations and arrangements for the Board to attend Tribes.

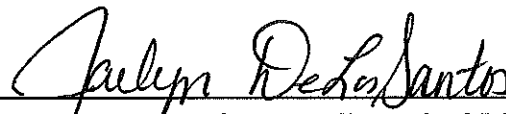
	<p>The Dean of Students position is currently vacant and interviews will be given to the applicants.</p> <p>The HLC conference in the spring is in Chicago. The Board of Directors would like to determine a travel rotation and budget for the travel. They Board needs to determine who is going to San Diego and/or Chicago. Dr. Davis had performed the research as asked by the Board in reference to setting up the training locally for the Board. The individual would like to meet with the Board of Directors and Trustees to determine the training.</p> <p>The Board also discussed meeting at Tribes. Wanda will make reservations and arrangements for the Board.</p> <p>We have 455 students currently enrolled, and we still have one week for registration.</p>	
<p>2. Comptroller's Report by Tracy Azure b. PO's</p>	<ol style="list-style-type: none"> 1. Dakota Sound Systems paid out of Title III for audio/visual sound equipment in the amount of \$34,340. 2. Butler Cat for generator updates. This is the main generator. The PO is in the amount of \$24,958.90. 3. DeCoteau Electrical & Construction in the amount of \$85,000 for the completion of the cold storage building. May have additional bonding to be paid. 4. DF Lighting Co paid from the Title III grant to replace all of the lights to LED lighting throughout the entire campus in the amount of 	<p>Chairman Poitra requested a motion to approve a purchase requisition to Dakota Sound Systems Inc for \$34,340 as presented. JoAnne DeCoteau made this motion, seconded by Dr. Lana DeCoteau. Jaclyn De Los Santos performed roll call vote. All were in favor. Motion carried.</p> <p>Chairman Poitra requested a motion to approve a purchase requisition to Butler Cat for \$24,958.90 as presented. Dr. Lana DeCoteau made this motion, seconded by JoAnne DeCoteau. Jaclyn De Los Santos performed roll call vote. All were in favor. Motion carried.</p>

<p>c. <u>Report</u></p>	<p>\$167,197.50. Chairman Poitra stated that the quote does not include the TERO fee.</p> <p>5. Belcourt Lumber Co. for \$92,414.70 for the cold storage building. Chairman Poitra stated that the quote does not include the TERO fee.</p> <p>Chad Davis exited at 6:42 p.m.</p>	<p>Chairman Poitra requested a motion to approve a purchase requisition to DeCoteau Electrical & Construction for \$85,000 as presented. JoAnne DeCoteau made this motion, seconded by Carla Peltier. Jaclyn De Los Santos performed roll call vote. All were in favor. Motion carried.</p> <p>Chairman Poitra requested a motion to approve a purchase requisition to DF Lighting Co for \$167,197.50 as presented. Carla Peltier made this motion, seconded by Dr. Lana DeCoteau. Jaclyn De Los Santos performed roll call vote. All were in favor. Motion carried.</p> <p>Chairman Poitra requested a motion to approve a purchase requisition to Belcourt Lumber Co. for \$92,414.70 as presented. Dr. Lana DeCoteau made this motion, seconded by Carla Peltier. Jaclyn De Los Santos performed roll call vote. All were in favor. Motion carried.</p>
<p>3. President's Report presented by Dr. Jim Davis d. <u>Monthly Report</u></p>	<p>Dr. Davis informed the Board that we have been working with the USDA Office to get a plan to utilized with the comprehensive facility plan completed by the end of September.</p> <p>Chairman Poitra requested that some attention be given to the front entrance in reference to the concrete, stucco pillars, and the main entrance.</p>	<p>Keep the Board informed on the Monty Russell funding.</p>
<p>VIII. Other Business</p>		

XI. Next Meeting	<ul style="list-style-type: none"> • Quarterly Board Meeting; September 26, 2015 at 9:00 a.m.; TMCC Board Room 	
XII. Adjournment	<ul style="list-style-type: none"> • Meeting adjourned at 6:57 p.m. 	<p>Chairman Poitra asked for a motion to adjourn. Dr. Lana DeCoteau made this motion, seconded by Carla Peltier. Jaclyn De Los Santos performed roll call vote. All were in favor. Motion carried.</p>



Duane Poitra, Board of Directors Chairman



Jaclyn De Los Santos, Board of Directors Recording Secretary