



# Turtle Mountain Community College

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Turtle Mountain Band  
Of  
Chippewa Indians  
•  
Charter Member  
American Indian  
Higher Education  
Consortium

## Meeting Agenda

March 19, 2011

9:00 a.m.

Type of Meeting: Special Board of Directors Meeting  
Meeting Facilitator: Chairperson Barbara Poitra  
Invitees: Board of Directors, Board of Trustees, Administration

- I. **Call to order**
- II. **Opening Prayer**
- III. **Roll call**
- IV. **Approval of Agenda**
- V. **Old Business**
  - a) First Reading of FY 2012-13-14 Budget
  - b) Contract Negotiations for Vice President, Comptroller, and Human Resource Director
- VI. **Next Meeting:**
  - Special Meeting with P2P: March 25, 2011 at 4:00 p.m. in the TMCC Board Room
  - Quarterly Board Meeting: March 26, 2011 at 9:00 a.m. in the TMCC Board Room
- VII. **Adjournment**

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**Turtle Mountain Community College  
Special Board of Directors Meeting  
March 19, 2011  
9:00 a.m.**

**OFFICIAL MINUTES**

**Board of Directors Present:** Dr. Leigh Jeanotte, Carla Peltier, Barbara Poitra, Duane Poitra, Robert Lattergrass.

**Board of Directors absent:** None.

**Board of Trustees Present:** Brittany Belgarde, Dwight Trottier, Theresa Rivard.

**Board of Trustees absent:** Caitlin Morin, John Frederick, Yvonne St. Claire, James Lindgren, Zelma Peltier, David Brien, Elmer Davis, Jr.

**TMCC Employees:** Jackie De Los Santos, Dr. Jim Davis, Tracy Azure, Dennis Bercier.

**I. Call to order:** Chairperson Poitra called the meeting to order at 9:08 a.m.

**II. Prayer:** Performed by Chairperson Poitra.

**III. Roll call:** Performed by Jackie De Los Santos.

**IV. Approval of Agenda:** Chairperson Poitra asked for the motion to approve the agenda. Carla Peltier made this motion, seconded by Duane Poitra. All were in favor. Motion carried.

**V. Old business**

**1. First Reading of FY 2012-13-14 Budget by Dr. Davis and Tracy Azure**

Dr. Davis and Tracy Azure presented documentation to present the first reading of the budget. Dr. Davis reminded the board about the meeting scheduled for next Friday, March 25<sup>th</sup>, 2011 with P2P to discuss the Keystone Project, so budget information will be provided on the south campus.

Theresa Rivard entered at 9:11 a.m.

See Tracy Azures report, appendix A. Tracy presented the Budget Process Report in detail.

- There are a number of expenses that we have incurred in the past few years that have been unexpected expenses, but we should not have in the future.
- Salary budgets have been putting the College into deficit spending for the past 4 years.
- The Board discussed the itemized budget and deficit spending which has been occurring for the past 4 years.
- The wind turbine is not producing the amount of electricity that they were previously informed it would. It is suggested that an engineer be brought in to optimize the options with the wind turbine. It was suggested that perhaps a grant can be applied for to assist

45 with possibly relocating the wind turbine to make it more efficient for the College. A  
46 lengthy discussion was held in reference to the turbine.  
47

48 Robert Lattergrass entered at 9:44 a.m.  
49

- 50 • South Campus expenses. **Robert Lattergrass would like to make a motion to close the**  
51 **South Campus and asked Dr. Davis to develop a plan to accomplish this request.**  
52 Robert would like P2P to take the buildings. The College is currently subsidizing other  
53 programs that do not have an affiliation with the College. Tracy Azure will locate the  
54 current leases with the unaffiliated programs to determine when the leases are up and if  
55 rates could be increased. It was previously reported to the Board when the College  
56 relocated that we would be generating income on the rental property. Duane requested  
57 that Dr. Davis provide a recommendation to the Board within a week. Chairperson Poitra  
58 asked for a second to Robert Lattergrass' motion. The motion did not receive a second,  
59 so the motion died.
- 60 • The budget committee has discussed various different options. The north side of the  
61 street is tribal land; the south side of street is college land for which P2P is located.  
62 Possibly move our programs to the P2P building. We are currently subsidizing P2P.
- 63 • Once we have our meeting with P2P, the Board would have a better understanding of  
64 what they are proposing. Lengthy discussion held.
- 65 • Carla Peltier suggested Dr. Davis be in contact with all of the departments which are  
66 going over the budget and inform them that increased spending is not going to be  
67 allowed. Discussion held. Salaries can be another issue. There are employees abusing  
68 the system and not putting in their 40 hours a week, some don't have enough work, and  
69 others are overloaded. Carla informed Dr. Davis that he should discuss this at the next  
70 staff meeting and inform the employees that their work efforts are being received.  
71

72 Dennis Bercier entered at 10:39 a.m.  
73

- 74 • Chairperson Poitra suggested that preventive maintenance should be taken care of to  
75 assist with costs of maintaining the buildings, offices, bathrooms, etc.
- 76 • There have been a few training sessions for the program directors to inform them of the  
77 processes and procedures that need to be taken. Each department needs to stay within  
78 their budget and not be allowed to exceed the amount that has been budgeted. This has  
79 been a weakness in the past, but the budget committee will continue working to make  
80 positive recommendations concerning the budget.  
81

82 Dennis Bercier exited at 10:56 a.m.  
83

- 84 • Robert Lattergrass would like the salaries and wages broken down by each job  
85 description. The salaries have almost doubled in the past few years. Carla would like to  
86 see a list of current employees.
- 87 • Dr. Jeanotte would like to see that we do not go into deficit spending and actually set up a  
88 budget which includes putting money into reserves again. Every employee needs to get  
89 on board with Administration on saving as much as possible.
- 90 • We have three separate issues which need to be handled, which are: P2P, South campus  
91 expenses, and the budget. The Board would like a 2<sup>nd</sup> reading on the budget in April and  
92 finalize it in May. The south campus information should be finalized by this time.

93 Tracy will present the salary information at the special meeting to review the budget.  
94 April 14<sup>th</sup> at 5:00 p.m. for the 2<sup>nd</sup> reading on the budget and salary information proposal.  
95 • Further discussion being held on the cafeteria expenses vs. revenues. The cafeteria is still  
96 in deficit spending, and the College has already contributed \$25,000. They are currently  
97 making a little revenue and will hopefully make a full recovery by the end of the year.  
98 • Discussion was held on the basketball team. The games are not bringing in enough of  
99 revenue to cover the expenses.

100  
101 Break for lunch at 11:47 a.m.  
102 Reconvene at 12:11p.m.  
103

- 104 • Tracy Azure presented the overall budget proposal to the Board. This is currently the  
105 first reading of the budget and some area's still need to be reviewed. A lengthy  
106 discussion was held. Dr. Davis will look into the electricity expense and wind turbine  
107 issues.
- 108 • The security contract will be reevaluated. Possibly bring back for TMCC to handle. The  
109 camera system has made the College more secure.
- 110 • Pertaining to the P2P meeting, the Board does not know of any information they need  
111 from Tracy. Lengthy discussion held in reference to the downtown renovation.  
112

113 Theresa Rivard exited at 1:06 p.m.  
114

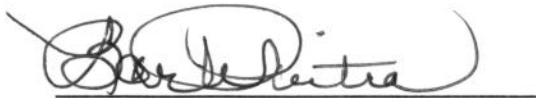
115 **2. Contract Negotiations for Vice President, Comptroller, and Human Resource Director**

116  
117 Dr. Jeanotte feels that it doesn't make sense for the Board to negotiate the salaries of the selected  
118 individuals. Dr. Davis should be able to negotiate the salaries, at which time Dr. Davis bring the  
119 negotiations forward. This is included in the current policy. Duane Poitra suggested that at the  
120 next meeting, the policy on this issue could be amended. Dr. Davis will present the policy  
121 change.  
122

123 **VI. Next Meeting:**

- 124 ⚡ Special Meeting with P2P; March 25, 2011 at 4:00 p.m. in the TMCC Board Room
- 125 ⚡ Quarterly Board Meeting March 26, 2011 at 9:00 a.m. in the TMCC Board Room
- 126 ⚡ Special Meeting; Budget review; April 14, 2011 at 5:00 p.m. in the TMCC Board Room  
127

128 **VII. Adjournment: Chairperson Poitra asked for the motion to adjourn. Duane Poitra made  
129 the motion, seconded by Carla Peltier. All were in favor. Motion carried. Meeting  
130 adjourned at 1:15 p.m.**  
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138 **Barbara Poitra, Chairperson**



**Jaelyn De Los Santos, Board Secretary**