

## OFFICIAL MEETING MINUTES

**MINUTES:** TMCC REGULAR BOARD OF DIRECTORS MEETING  
**Meeting:** Board of Directors, Board of Trustees, Administration  
**Date/Time/Location:** 10/26/2012 – 5:00 p.m. – TMCC Board Room  
**Board of Directors Present:** Carla Peltier, Duane Poitra, Dr. Leigh Jeanotte, JoAnne DeCoteau, Glenn Longie.  
**Board of Directors Absent:** none  
**Board of Trustees Present:** Zelma Peltier, Theresa Rivard, Marina St. Pierre, Elmer Davis Jr.  
**Staff Present:** Dr. Jim Davis, Kellie Hall, Tracy Azure, Wes Davis, Chad Davis, JT Shining One Side, Alex DeCoteau  
**Guests:** Fr. Scott, Chad Houle, Curt Peltier, Gaileen Davis, Craig Hall, Patty Longie.  
**Officiating Recorder:** Jaclyn De Los Santos

Agenda Item	Discussion – Conclusion	Recommendations or Actions
I. Call to Order	Prior to calling the meeting to order, the Board members and guests had a meal with opening prayer, beginning at 5:00 p.m.	
II. Opening Prayer	Chairperson Peltier called the meeting to order at 5:48 p.m. Alex DeCoteau and Fr. Scott	
III. Roll Call	Performed by Jaclyn De Los Santos	
IV. Approval of Agenda		Chairperson Peltier asked for a motion to approve the agenda. Dr. Leigh Jeanotte requested to add: Code of Ethics and Conduct; and Pros and Cons of Logo. Dr. Davis asked to add: website and Logo. Chairperson Peltier asked to add: New Format for Minutes. Glenn Longie made this motion, seconded by Dr. Leigh Jeanotte. Jaclyn De Los Santos performed roll call. All were in favor. Motion carried.
V. Approval of Minutes		Chairperson Peltier asked for a motion to approve the September 15 <sup>th</sup> , 2012 minutes as presented. Dr.

		<p>Leigh Jeanotte made this motion, seconded by Glenn Longie. Jaclyn De Los Santos performed roll call. All were in favor. Motion carried.</p>
<p><b>VI. Old Business</b></p> <p><b>a. Wind Turbine Report by Wes Davis</b></p>	<p>Wes Davis presented attached report. Please see Appendix A. Wes is in need of further information from Ottertail to have the report completed. Dr. Davis reported that we are still learning additional information in reference to what should have been done when purchasing the Wind Turbine. Wes has requested additional time to finalize the report. We need to determine if we are getting back the dollar amount from Ottertail that we should be receiving. We are bound in a contract with Ottertail until 2014. Once we have all of the data collected, we can determine what would be best for the College in reference to what the Wind Turbine generates.</p> <p>Duane Poitra recommended Wes look into hiring a consultant to determine if the Wind Turbine is producing enough energy. We need information in reference to if Ottertail is offering TMCC a fair rate. Is it cost effective for us to continue with the Wind Turbine?</p> <p>We should've been applying for tax credits for the past six years due to being a Green Institution. Any excess green tags go to Ottertail, which allows Ottertail to claim the credit. Discussion held.</p> <p>Wes exited at 6:20 p.m.</p>	<p>Wes will get the data collected and complete the report on the Wind Turbine and present the findings at a later date.</p> <p>Wes will contact a consultant to determine what the Wind Turbine should be generating. Possibly an engineering firm. Get a dollar amount of what has actually been produced.</p> <p>Wes will determine where the discrepancy is with Ottertail and the Wind Turbine.</p>
<p><b>b. Presidents' Evaluation Process/ Procedures</b></p>	<p>Please see Appendix B. Dr. Davis presented the second draft of Evaluation Process/Procedures.</p>	<p>Dr. Davis will present the final draft of the Presidents' Evaluation at the November meeting.</p>
<p><b>c. Acceptable Use Policy by Chad Davis</b></p>	<p>Please see Appendix C. The policy went out for the 30 day comment period and only minor changes were made. We need to be sure that technology on campus is used in the</p>	<p>Open agenda item for the next meeting.</p>

	<p>proper manner.</p> <p>Please see Appendix D. The organization in 10city has been working on redesigning the website and the logo for the College. Bennett Brien is currently working on creating a new logo and identity for the institution. Discussion held.</p> <p>Chad would like feedback from the Board members. We would like a logo that would identify us as a Tribal College. The Board is open to changing the logo.</p> <p>Chad Davis exited at 6:37 p.m.</p>	<p><b>Dr. Davis requested a Special Board of Directors meeting to be held in reference to the Website and Logo design.</b></p>
<p><b>VII. New Business</b></p> <p><b>1. Student Senate</b></p> <p><b>a. Report</b></p>	<p>Student Senate assisted with the Tribal Forum which was held on campus. We are currently working on the 40<sup>th</sup> Anniversary activities. We are going to have a pumpkin carving contest, a dance, and hand out candy to celebrate Halloween. AIHEC has been moved to Green Bay, WI this year. Discussion held. We are making arrangements early for AIHEC so the students are prepared. We will be planning the Thanksgiving meal beginning in November.</p> <p>Dr. Davis reported that this year at AIHEC we will not be bringing a large number of students. We will be training the students early and only take those students who are well prepared for the competitions.</p> <p>Elmer Davis Jr. exited at 6:35 p.m. Marrina St. Pierre exited at 6:36 p.m.</p>	
<p><b>2. Presidents Report by Dr. Jim Davis</b></p> <p><b>b. Monthly Report</b></p>	<p>Organizing for Success is going very well and the committees are very busy. The amount of work they are doing in very appreciated.</p> <p>Please see Appendix E. Dr. Davis presented his monthly report.</p> <p>Dr. Leigh Jeanotte inquired about the Tribal Chairman not</p>	

	<p>endorsing TMCC's request to apply for the Shakopee-Dakota Tribe donation request. Dr. Davis informed the Board that Chairman St. Claire provided Dr. Davis with reasons for not endorsing the request. In speaking with the Director from Shakopee, Dr. Davis was informed to send the application without the endorsement. Discussion held.</p>	
<p><b>3. Vice Presidents Report by Kellie Hall</b>  <b>c. Monthly Report</b></p>	<p>Please see Appendix F. Working with Organizing for Success as the Project Manager which keeps her very busy. Discussion held. Kellie Hall presented her monthly report.</p> <p>Dr. Davis inquired about policies being reviewed at the quarterly meeting. There are only minor changes or corrections to be completed. Administration can bring forward their recommended policy changes to the quarterly meeting.</p> <p>The 40<sup>th</sup> Anniversary Celebration will take place at TMCC on November 8, 2012 beginning at 11 a.m. Discussion held.</p> <p>We will be working with additional colleges on a term grant for Environmental Science and Indian-preneurship. The grant is funded for 3 different agencies and is for a term of four years.</p> <p>MLT self-study is due November 4<sup>th</sup>.</p> <p>The tests for the GED program are going to be tougher beginning in 2013. Two more tests are being added on and the standards are going to be a lot stricter. Chairperson Peltier suggested making an announcement to the public.</p> <p>Duane Poitra exited at 7:16 p.m.</p> <p>No PO's were presented at this meeting.</p> <p>Tracy Azure requested to have the Purchase Order policy clarified in reference to construction projects. Once a</p>	<p><b>The policies will be brought to the quarterly meeting in December.</b></p> <p><b>The Board would like a copy prior to the meeting to review.</b></p> <p><b>An announcement should be made to the public in reference to the GED testing requirement changes.</b></p>
<p><b>4. Comptrollers Report by Tracy Azure</b>  <b>d. PO's</b></p>		

	<p>project is approved by the Board and the initial PO is signed, do we need to bring each additional payment to the Board? The Board stated that once the project has been approved with the proposed dollar amount, the PO's do not need to be continuously brought back to the Board, unless there is a change order or an additional cost.</p> <p>When a grant pays for college tuition, do the PR's need to be brought to the Board or should they be processed immediately? The Board stated that the PR's can be processed immediately and can include all the students on one PR, regardless of the amount, because it is outlined in the particular grant. They do not need the signatures from the Board.</p> <p>Tracy has a concern in reference to being able to get in contact with Board members to sign checks. Discussion held. Glenn Longie updated his phone numbers with Tracy.</p>	
<p><b>e. Report</b></p>		
<p><b>VIII. Other Business</b></p>		
<p><b>a. Code of Ethics</b></p>	<p>Dr. Jeanotte stated that the Boards do a very good job, but would like to be sure the meetings stay professional by creating a Code of Ethics and Conduct for both Boards. Please see Appendix F. Discussion held.</p> <p>The Board would like an orientation for all new board members: duties, responsibilities, policies, fiscal information, grants, balances, etc. The training could be for a full day and each suggested department could provide their information for a specific amount of time. Dr. Davis has found a trainer to come on campus to provide training for the Board members, and AIHEC would pay the fees.</p>	<p><b>Email suggestions/changes to Jaclyn De Los Santos and the changes/suggestions will be made and emailed out.</b></p> <p><b>The Board members will design an outline of what they are interested in for the training.</b></p>
<p><b>b. Pros and Cons of Logo</b></p>	<p>Dr. Jeanotte suggested bringing this to the next meeting with information in reference to the processes of changing the logo. Discussion held.</p>	<p><b>Open item. Place on the next agenda.</b></p>
<p><b>c. New Format for Minutes</b></p>	<p>Chairperson Peltier presented the possible format of the minutes to the Board. The Board came to a consensus that</p>	

	the format can be changed, and the next minutes will reflect the change.	
IX. Next Meeting	November 29 <sup>th</sup> , 2012 at 5:00 p.m.; TMCC Board Room	
X. Adjournment	Meeting adjourned at 7:55 p.m.	Chairperson Peltier asked for a motion to adjourn. Glenn Longie made the motion, seconded by Dr. Leigh Jeanotte. Jaclyn De Los Santos performed roll call. All were in favor.

*Carla Peltier*

Carla Peltier, Board of Directors Chairperson

*Jaclyn De Los Santos*

Jaclyn De Los Santos, Board of Directors Recording Secretary