

**WACCT Board Meeting Minutes
January 29, 2015
Cheyenne, Wyoming**



I. Call To Order

A. The meeting was called to order by WACCT President, Ed Mosher at 7:02 a.m.

Those present were:

Name	College	Name	College
Walter Wragge	NWCCD	Heather Christensen	CWC
Norleen Healy	NWCCD	Ed Mosher	LCCC
Don Erickson	LCCC	Jim Vogt	NWC
Carolyn Danko	NWC	James Roth	WWCC
John Patrick	EWC	George Eckman	WWCC
Bruce Hoffman*	NWCCD	Steve Bahmer*	Exec. Director
Mickey Douglas	CWC	Bill Dubois*	LCCC
George Nash*	EWC		

*non-voting

II. Welcome from the President

President Mosher welcomed everyone to this meeting and thanked them for being present. He introduced two new board members: Norleen Healy, NWCCD, replacing Jerry Iekel, and Mickey Douglas, CWC, replacing Charlie Krebs. It was noted that Sue Schilling, CC, will be replacing Matt Loucks. President Mosher thanked his current officers for their hard work and dedication during his term as President. Introductions were made around the table.

III. Approval of WACCT Governing Board Minutes dated October 9, 2014.

It was moved and seconded to approve the minutes dated October 9, 2014, October 16, 2014, and January 19, 2015. Motion carried.

IV. Approval of WACCT Financial Statements as of December 31, 2014

Copies of the financial statements were distributed to Board members by Executive Director Steve Bahmer. Some items mentioned were:

- Steve explained how the expenses and WACCT share of the Legislative Reception would be handled and shared with Casper College.
- One college had not yet paid their dues for the year but that will be taken care of.
- Although the Financial Statement shows a small deficit additional sponsorships should take care of that.

It was moved and seconded to approve the Financial Statements as of December 31, 2014. Motion carried.

V. New Business

A. WACCT Officer Elections

Nominations for President were opened. Walter Wragge and Jim Vogt were both nominated.

It was moved and seconded to close nominations for President. Motion carried.

A secret ballot election was held and Walter Wragge was chosen as the WACCT President.

Nominations for Vice President were opened. Jim Vogt and Don Erickson were both nominated. Don Erickson declined his nomination on personal grounds.

It was moved and seconded to cast a unanimous ballot for Jim Vogt for Vice President. Motion carried.

Nominations for Secretary were opened. Heather Christensen and Mickey Douglas were both nominated. Heather Christensen declined her nomination on personal grounds.

It was moved and seconded to cast a unanimous ballot for Mickey Douglas for Secretary. Motion carried.

Nominations for Treasurer were opened. Ed Mosher was nominated.

It was moved and seconded to close nominations. Motion carried.

It was moved and seconded to cast a unanimous ballot for Ed Mosher for Treasurer. Motion carried.

At this point in the meeting Walter Wragge assumed the President's Chair.

B. Executive Director Contract Renewal

President Wragge explained his purpose on this topic today. We need to extend Steve's current contract to the end of this fiscal year, and we need to review the documents that will become the extent of the evaluation process.

It was moved and seconded to extend the current contract of Executive Director Steve Bahmer to the end of this fiscal year, June 30, 2015. Motion carried.

President Wragge described the process used to rewrite (make editorial corrections) to the Consulting Services Agreement, and Position Description. There was brief discussion on the use of the word "consultant" in one document and "executive director" in another.

It was moved and seconded to approve all four (4) documents for the evaluation process.

It was moved and seconded to amend the motion that the Executive Committee should attempt to combine these two documents into one. Motion to amend failed.

Call for the question on the main motion. Motion carried.

A timeline for the complete evaluation process will be developed and presented at the April meeting of the WACCT Board.

C. Complete College Wyoming (CCW) Progress Report

Executive Director Steve Bahmer gave a progress report on CCW. He reports that the group continues to meet every two weeks by phone. They met with Governor Mead recently and they report his excitement over the progress that is being made on the completion agenda. Governor Mead also mentioned the work of community colleges in his "State of the State" speech before he legislature.

VI. Executive Director's Report

Executive Director Steve Bahmer reported on four topics:

A. WACCT Financial Audit Update

- The audit is finished, reports have been written and distributed to board members.
- Recommendations from the audit are as follows:

- Switching to a bank that can provide both online services and electronic funds transfers.
- Electronic funds transfers are recommended for salary payments on the same day every month.
- Automatic withdrawals should be considered for all fixed costs.
- Bahmer Consulting Group be authorized to make small denomination payments not exceeding \$250 without authorization.

It was moved and seconded to approve the auditor’s report. Motion carried.

It was moved and seconded that the recommendations from this audit be taken under consideration by the WACCT Executive Committee.

After further discussion and the need to make some of these changes as quickly as possible, the motion on the floor was removed with the approval of the maker and the second.

It was moved and seconded to initiate all recommendations made in the audit as soon as possible. Motion carried.

B. Legislative Issues Briefing

- HB118-Enrollment Growth Recalibration
 - This bill has received very high support in the House.
 - Hearing on the bill will be held on Friday, January 30.
 - Strong showing of community college folks is encouraged.
- HB 114-Wyoming Repeal Gun Free Zones Act
 - This bill came out of House Judiciary with an 8-1 vote. Very strong support in the House. It appears that it has no chance in the Senate.
- Endowment Challenge
 - Name change to Gift Matching Funding. Limit is presently set at \$20M.

C. WACCT Trustee Advocacy Education

Executive Director Bahmer presented the program for trustee education that would be taking place the rest of the day. The opening session in the morning will be a presentation by Rep. John Freeman, former trustee and WACCT President, on what it is that we need to know about working with legislators on advocacy for community colleges. There will be an update on Complete College Wyoming, followed by another session on the “how to’s” of advocacy. The afternoon session will be held at the state capitol as we attend the committee hearing on HB118.

D. Board Manual and Key Documents Discussion

This agenda item was set aside as time did not allow for discussion. It will be taken up at a later date.

VII. Adjournment

There being no further business the meeting adjourned at 8:42 a.m.

Respectfully submitted:



Walter Wragge
WACCT Secretary/President
NWCCD Trustee