

**WACCT Board Meeting Minutes  
June 1, 2016  
Casper, Wyoming**



**I. Call to Order**

A. The meeting was called to order by WACCT President, Walt Wragge at 4:00 p.m. Those present were:

Name	College	Name	College
Walter Wragge	NWCCD	Heather Christensen	CWC
Norleen Healy	NWCCD	Sue Schilling	CC
Don Erickson	LCCC	Carolyn Danko	NWC
Kathy Dolan	CC	James Roth	WWCC
Brad Barker (phone)	LCCC	George Eckman	WWCC
Nada Larsen	NWC	Erin Taylor*	Exec. Director
Mickey Douglas	CWC	Ed Mosher*	LCCC

\*non-voting

Several other guests were present for the WCCC Budget Presentation but are not recorded here.

**II. Welcome from the President**

President Wragge welcomed everyone to the meeting and commented on good attendance by members. He thanked everyone for coming.

**III. It was moved and seconded to approve the Agenda for the June 1, 2016 Board Meeting. Motion carried.** The President suggested that the WCCC Budget Presentation be moved to the top of the agenda.

**IV. It was moved and seconded to approve the WACCT Minutes dated April 21, 2016. Motion carried.** It was suggested by Don Erickson, Executive Committee member, that minutes of the Executive Committee be presented to the WACCT Board for ratification. That suggestion was taken under advisement.

**V. New Business**

A. WCCC Budget Presentation—Matt Petry, Jim Rose

- a. The State’s fiscal condition is an evolving situation - perhaps the next step for information gathering will be the JAC meeting on June 21.
- b. WCCC provides data instruments that provide for what things could be reduced with the least impact. They have also have tried to prioritize all of the programmatic expectations of the agency. There are two major components - staff salary and administrative computing.
- c. The next priority is state aid.

B. Financial Statements

Copies of the financial statements, a balance sheet and profit and loss statement as of April 30, 2016, were distributed to Board Members. Erin explained in detail. \$10,000 will go into the Reserves at the end of the fiscal year and the account should have approximately \$60,000 to start the next fiscal year.

**It was moved and seconded to approve the Financial Report through April. Motion carried.**

#### Draft Budget

The FY 2016/2017 budget was presented by the Executive Director. Due to the economic downturn Erin is concerned about sponsorships. **It was moved and seconded to approve the budget as presented for 2016-2017. Motion Carried.**

#### C. Executive Director Evaluation

Walt previously discussed Erin's evaluation with her. Both thought the process was fair. Twelve out of fourteen members responded to the Evaluation form. Everyone agreed that her work with the Legislature was outstanding! Although it was previously agreed by all parties that due to the economic crisis in the state a raise would not be offered this year.

Several goals for Erin to consider for the next fiscal year were suggested. Goals will be discussed further at a later time.

Because of her outstanding work all members of the Board were in agreement that a monetary increase should be warranted. However, members voiced concern because of the financial situation in the colleges they represent. **It was moved and seconded to increase Erin's salary by \$3,000.00.** A roll call vote was taken. **The motion failed on a 6-5 vote.**

**It was moved and seconded to issue a contract to Erin for the same compensation of \$75,000 for the 2016-2017 fiscal year. Motion carried.**

#### D. Board Policies

The Board discussed the proposed changes to Appendix A of the WACCT Board Policy Manual – the Board Commitment Form and discard Appendix B, the Code of Conduct. Due to some questions on wording, it was decided to refer the policies back to the Executive Committee whereupon they can clean them up for one more recommendation to the Board.

**It was moved and seconded to approve the revised Appendix A, Board Commitment Form, including the signature line for acknowledgement of the policies, and to discard Appendix B, Code of Conduct. Motion passed.**

#### E. The Summit

The Summit is scheduled for October 20 and 21, 2016, in Laramie at the UW Conference Center. Erin explained the ideas and is continuing to finalize the agenda. The Keynote will be Mr. Davis Jenkins "We Can Do More Together, Opportunities in a Down-Turn".

Other ideas surrounding the Summit:

- It was suggested trustees work toward a closer relationship with their K-12 Districts.
- Members of the Board asked how to involve Trustees who are not on the WACCT Board is also a consideration.

- F. The benefits of a Board Retreat were again discussed. A suggested location was Sinks Canyon Center – CWC. The Board and Erin agreed that a Retreat would be helpful in order for the WACCT to understand the role of the organization.
- G. Jim Roth wanted more communication regarding Complete College Wyoming. The group also discussed the end date for CCW and what comes next after the group’s work is finished. Trustee Dolan thought the target end date is the year 2020.
- H. President Wragge distributed copies of the Wyoming State Coordinator’s ACCT Summer 2016 Trimester Report.
- I. The next meeting of the WACCT Board will be held on Thursday, October 20, 2016, in Laramie., at 12:30 p.m. Place to be determined.

**VI. There being no further business the meeting adjourned at 6:30 p.m.**

Respectfully submitted:

Mickey Douglas  
WACCT Secretary  
CWC Trustee