

## Board of Trustees Meeting Minutes

Wednesday, May 8, 2024

11:30 a.m.

Pennington County Room

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Western Dakota Technical College prepares students to be highly-skilled professionals through accessible, career-focused programs to improve their lives, while adapting to community workforce needs and positively impacting our economy.

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The Western Dakota Tech Board of Trustees met on Wednesday, May 8, 2024, at 11:30 am, in person at the Western Dakota Tech campus in the Pennington County Room. The meeting was also available virtually via Teams. The board trustees in attendance included: Tom Brunner, Brad Heltzel (via Teams), Dick Johnson, Lynn Kendall, Curt Pochardt, Andrea Powers, Linda Rabe, Andy Scull, and Dr. Steve Willard.

WDTC leadership staff attending included: Dr. Ann Bolman, Tina Easton-Espe, Christine Goldsmith, Kelly Oehlerking (via Teams), and Debbie Toms.

Others present included: Missy Ginsbach, Matt Greene, Nora Lienen, Jonathan McCoy, Diana Newman, Noelle Simmons, and Pam Stillman-Rokusek.

### Board Development – 11:30 am

On-campus Student Housing Update – Donovan Broberg, Principal Architect, ARC International

Updates were shared pertaining to the on-campus student housing project.

### Board Meeting

1. **CALL TO ORDER**

Chairman POCHARDT called the board meeting to order at 12:30 pm with a roll call to order.

2. **APPROVAL OF AGENDA**

POWERS moved, and RABE seconded to approve the May agenda. MOTION CARRIED via ROLL CALL VOTE (9-0).

3. **EXECUTIVE SESSION**

SCULL moved, seconded by POWERS to go into Executive Session at 12:32 pm SDCL 1-25-2.1 Discussing the qualifications, competence, performance, character or fitness of any public officer or employee or prospective public officer or employee and SDCL 1-25-2.4 Preparing for contract negotiations or negotiating with employees or employee representatives. MOTION CARRIED (9-0) via ROLL CALL VOTE.

HELTZEL left the meeting at 1:51 pm. SCULL left the meeting at 2:01 pm. The Executive Session concluded at 2:06 pm. A break was taken, with the regular meeting resuming at 2:13 pm.

4. **CONFLICT OF INTEREST**

POCHARDT asked if any trustee had potential conflicts. None were disclosed.

5. **PUBLIC COMMENTS**

POCHARDT asked if there were any public comments, none were expressed.

### INFORMATION ITEMS

6. **FOUNDATION BOARD PRESIDENT'S UPDATE**

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Foundation President, Jonathon McCoy, shared updates on Build Dakota awards, the Foundation Board is working on finalizing their budget for the upcoming fiscal year, Regional Leader Breakfasts have concluded until the Fall, Box Elder Chamber Mixer is coming up on May 21, and Foundation representatives attended the open forum for vision funds.

7. **HR UPDATE**

The [HR Update](#) was shared for informational purposes.

8. **FINANCE ITEMS**

- a. [Finance Report](#)
- b. [Monthly Fund Chart](#)
- c. [Interim Accrual Statements](#)

Christine Goldsmith presented the monthly finance report, monthly fund chart, and the updated accrual statement.

9. **APPROVAL ITEM: PROPOSED 2024-25 BUDGET**

Christine Goldsmith presented the Proposed FY25 Budget for approval.

KENDALL left the meeting at 2:45 pm.

Motion by BRUNNER, seconded by JOHNSON, to approve the FY25 Budget as presented. MOTION CARRIED (6-0).

10. **APPROVAL ITEM: WDTA FINANCIAL AUDIT**

Christine Goldsmith provided highlights from the recently completed WDTA Financial Audit. Motion by JOHNSON, seconded by WILLARD, to approve the Financial Audit. MOTION CARRIED (6-0).

11. **BOARD DISCUSSION**

- a. Board Position Nominating Committee

POWERS and RABE will assist in identifying potential board members to fill positions as needed.

RABE left the meeting at 3:01 pm.

12. **CONSENT AGENDA**

- a. APPROVAL ITEM: [Minutes from April 10, 2024 meeting](#)
- b. APPROVAL ITEM: [Bills to Pay](#)
- c. APPROVAL ITEM: WDTA Issuing Public Notice of 2023-24 Budget Hearing on June 12, 2024, at 12:00pm on WDTA Campus
- d. APPROVAL ITEM: [Western Construction Contract](#)

Motion by POWERS and seconded by BRUNNER, to approve the consent agenda. MOTION CARRIED (5-0).

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13. **AGENDA ITEM SUGGESTIONS FOR NEXT MEETING**

None at this time.

14. **NEXT MEETING DATE**

Next Meeting Date: June 12, 2024 | 11:30am | Pennington County Room

15. **ADJOURNMENT**

JOHNSON moved and BRUNNER seconded to adjourn at 3:03 pm. MOTION CARRIED (5-0).

Respectfully Submitted,

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Board Chair

DRAFT