

GILLETTE COMMUNITY COLLEGE DISTRICT – BOARD OF TRUSTEES

Meeting Minutes

Thursday, August 26th, 2021, 1:15 p.m.

Gillette College – Tech Center – Flex Space

Trustees Present

Robert Palmer, Chair

Olin Oedekoven, Vice Chair

Alison Gee, Treasurer

Tracy Wasserburger, Secretary

Josh McGrath

Frank Stevens

Nello Williams

Trustees Absent

Administration Present

Janell Oberlander, Vice President of Gillette College

Wendy Smith, Vice President of Community Engagement, Strategic Communications & PIO

Heidi Gross, Gillette College Foundation Executive Director

Recorder

Jenna Waldner

Administer Oath of Office

District Judge Thomas W. Rumpke administered the Oath of Office at 1:22 p.m. for the new Gillette Community College District (GCCD) Board of Trustees in the following order: Trustee Nello Williams; Trustee Robert Palmer; Trustee Josh McGrath; Trustee Olin Oedekoven; Trustee Alison Gee; Trustee Tracy Wasserburger; and Trustee Frank Stevens.

Mr. Rumpke thanked everyone for the honor of administering this oath. He thanked the new Trustees for their dedication to this new role and serving our students and community.

1. Call to Order and Roll Call

Trustee Oedekoven called the meeting to order at 1:32 p.m. There was a quorum.

2. Agenda Additions and/or Deletions

There were no additions or deletions from the agenda.

Trustee Oedekoven requested a motion to accept the Agenda. Trustee McGrath moved and Trustee Stevens seconded. The motion carried.

3. New Business:

- **Election of Officers – Pursuant to Wyoming Stat. 21-18-302**

Trustee Oedekoven nominated Trustee Palmer as the Board Chair. Trustee Gee seconded the motion. The motion carried. Chair Palmer expressed he is humbled and honored to serve as the first GCCD Board of Trustees Chair. Chair Palmer requested a motion for Vice Chair. Trustee Stevens nominated Trustee Oedekoven. Trustee Williams seconded the motion. The motion carried. Chair Palmer requested a motion for Treasurer. Trustee Williams nominated Trustee Gee. Trustee Stevens seconded the motion. The motion carried. Chair Palmer requested a motion for Secretary. Trustee Gee nominated Trustee Wasserburger. Trustee Williams seconded. The motion carried.

The Gillette Community College District Board of Trustees Officers are as follows:

Trustee Palmer – Chair

Trustee Oedekoven – Vice Chair

Trustee Gee – Treasurer

Trustee Wasserburger – Secretary

Chair Palmer reminded the Board of a memo from Dr. Caldwell from the Wyoming Community College Commission (WCCC). This will be a great resource and Dr. Caldwell can give guidance moving forward. In addition, Speaker Barlow and Carol Seeger both send their regards and congrats for the new Board of Trustees, as they had prior conflicts and were unable to attend.

- **Review of Open Meeting Statues – Wyoming Stat. 16-4-401 – 408**

Chair Palmer reminded the Board that they are now a body corporate and speak as such. A quorum is any members of four or more. If out in public with this amount or more, they may still speak to the public but not about GCCD. He requested each Trustee to look at the Wyoming Statues attached to the board packet. He reminded the Board of their duty to be good stewards. Chair Palmer opened for any questions. There were none.

- **Review of Operating Statues – Wyoming Stat. Title 21**

Chair Palmer pointed to Wyoming Statue Title 21 and reminded the Board there is much work to be done moving forward.

- **Meeting Schedules**

- i. **WCCC Meeting – 27 August 2021 – Casper**

GCCD Board of Trustees have been invited to the WCCC meeting in Casper on August 27th. Palmer asked of the board, who would like to participate online/virtually. Vice Chair Oedekoven; Trustee Gee; Trustee Wasserburger; and Trustee McGrath all volunteered to participate this meeting virtually.

Chair Palmer asked who would like to participate this meeting in person alongside himself. Trustee Williams volunteered.

ii. Regular GCCD BOT Meetings

Chair Palmer said that looking at other community colleges around Wyoming, the 3rd Tuesday of the month seems to be typical for the Board of Trustees regular meetings. He opened for discussion on which date the Board should have their regular meetings on. Trustee Gee expressed a current commitment on the 3rd Tuesday of the month and proposed the 1st Tuesday of the month. Chair Palmer asked if this date would allow time for invoice payments and approval of financials. VP Oberlander reminded the Board that the Gillette City Council meetings are on these days, and this would potentially be a conflict. In addition, if the 1st Tuesday of the month, the Board would be behind a month regarding financials. VP Oberlander added that the date can be worked out and/or changed in the future if need be.

Vice Chair Oedekoven and Trustee Gee suggested having the regular meetings sometime in the morning, such as 8:00 a.m. or 8:30 am. Trustee Williams agreed. Chair Palmer proposed a Meeting Committee, of whom could work on determining a date and time for the upcoming regular, special, and workshop meetings. Chair Palmer nominated Vice Chair Oedekoven and Trustee Gee to work on this with one other board member in the future. Chair Palmer added that he agrees with the morning timeframe for the regular meetings, as this would work best for many of their busy schedules as well as enable GCCD staff and faculty to attend. He added that based on a cost and efficiency standpoint, having the meeting sometime during the day would be best.

Chair Palmer asked for any volunteers to join Vice Chair Oedekoven and Trustee Gee on the Meeting Committee. Trustee Wasserburger volunteered and expressed that she would be happy to assist. Vice Chair Oedekoven shared that this committee can also work on the meeting agendas and protocol.

VP Oberlander requested that before adjourning this meeting to have the next meeting date set. Chair Palmer suggested having the next BOT meeting two weeks from today. The Board discussed some options, and it was determined to have the next GCCD BOT Meeting, of which will be a Special Meeting, on September 7th, at 8:00 a.m., in the Gillette College Tech Center Flex Space.

In addition, VP Oberlander suggested the Tech Center Flex Space to be the main location for all future BOT meetings.

Board Committees and Appointments

The Following Committees were established:

Meeting Committee (*Special, Regular, Protocol and Meeting Agendas*):

Vice Chair Oedekoven

Trustee Gee

Trustee Wasserburger

Policy Committee

Trustee Gee

Trustee Williams

Trustee Stevens

Memorandum of Understanding Committee

Chair Palmer

Trustee McGrath

Trustee Gee

Budget/Finance Committee

Trustee Gee

Trustee McGrath

Trustee Stevens

Branding Committee

Trustee McGrath

Trustee Wasserburger

Trustee Stevens

Legal Counsel

Chair Palmer requested a hold on reaching out for legal counsel until the Board has the preliminary budget and can discuss more on what may be done this upcoming year. Chair Palmer suggested a Budget/Finance Committee be established, and nominated Trustee Gee, Trustee McGrath, and Trustee Stevens. All accepted, and Chair Palmer thanked them.

Additional Items for Consideration

- Chair Palmer suggested a Policy Committee. Trustee Gee, Trustee Stevens, and Trustee Williams volunteered.
- The next item for consideration is the Memorandum of Understanding (MOU) with Northern Wyoming Community College District (NWCCD). Chair Palmer suggested a MOU Committee to work on such and meet directly with the NWCCD BOT. Chair Palmer expressed the importance of the MOU in order to protect the integrity of our programs, to protect our students, and to protect our faculty and staff. These aspects must be included in such conversations. Chair Palmer suggested himself, Trustee Gee, and Trustee McGrath for this committee. All accepted.

- The next item for consideration is participation in the Wyoming Association of Community College Trustees (WACCT) and in the Association of Community College Trustees (ACCT). Chair Palmer proposed Trustee Williams and Trustee Wasserburger attend and be representatives of GCCD. Trustee Wasserburger expressed she may not be the best candidate and concerned about a conflict. Vice Chair Oedekoven expressed his availability, as well as Trustee Williams. Both Vice Chair Oedekoven and Trustee Williams will attend.
- The last item for consideration is the GCCD/Gillette College Logo. Chair Palmer shared that the Pronghorn symbolizes well, but we may need to look at the logo and/or get a certificate. Trustee McGrath shared that he liked the Vote Yes Campaign's colors and would volunteer to serve as the Branding Committee. Trustee Wasserburger volunteered to assist on this committee as well. Chair Palmer requested Trustee Stevens also be on the Branding Committee. All accepted.

Chair Palmer reminded the Board that it is critical to have the budget and MOU in place before doing other items. Trustee Gee suggested the Board purchase insurance as soon as possible. Chair Palmer requested each Committee have a report put together and brought to Special Meeting on September 7th. Vice Chair Oedekoven added that he would be happy to begin working on what needs to be done regarding accreditation and will bring a report on this to the Special Meeting as well.

Chair Palmer asked if there were any other items to be discussed. Trustee McGrath inquired about appointment and Interim President for GCCD. Chair Palmer stated he would like to get moving on this as soon as possible, but it would be best to first have the budget in order to see what dollars are available.

Chair Palmer asked if there were any more items to discuss. There were none.

4. Public Comment

Chair Palmer opened the meeting for Public Comment.

Senator Jeff Wasserburger congratulated the new Board of Trustees and expressed how proud he is. This is an historic moment and he is honored to be a part of it. Mr. Wasserburger stated that the vote reflects positively on both our community and Gillette College faculty and staff. Chair Palmer thanked him. Chair Palmer added that he is very proud and humbled to serve on this board and thanked everyone for seeing this dream come true.

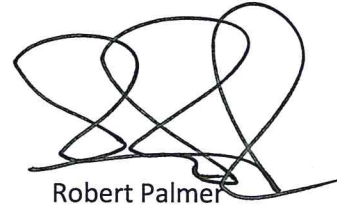
5. Adjourn

Chair Palmer requested a motion to adjourn the meeting. Trustee Wasserburger moved and Trustee Stevens seconded the motion. The meeting was adjourned at 2:15 p.m.

Submitted by:



Tracy Wasserburger
GCCD Board of Trustees, Secretary



Robert Palmer
GCCD Board of Trustees, Chair

