



# Regular Board of Trustees Meeting Minutes

Gillette College

Wednesday, June 19, 2024 at 11:00 AM MDT

@ Tech Center, 3251 South 4-J Road

## **Attendance**

### **Present:**

Members: Teri Anderson, Alison Gee, Josh McGrath, Robert Palmer, Larry Smith, Tracy Wasserburger, Nello Williams

Guests: Dave Horning, Susan Monaghan, Jeff Wasserburger

Administration: Heidi Gross, Elly Henning, Roger Humphrey, Anne Larsen, Maggie Longo, Janell Oberlander

Staff: Bill Brandt, Renee Collins, Chrisondra Kern, Shantel Moore

### I. Call to Order

 [Motion Agenda 6-19-2024.doc](#)

#### A. Pledge of Allegiance

Trustee Smith led the pledge.

#### B. Roll Call

There was a quorum.

#### C. Additions/Deletions to Agenda for Wednesday, June 19, 2024

##### **Motion:**

Trustee Wasserburger requested a motion to add the May Budget Workshop Minutes to the Consent Agenda, add approval of First Amendment to Agreement For Purchase and Sale of Real Property under New Business and delete Approval of FY 2024/2025 budget from New Business.

Motion moved by Tracy Wasserburger and motion seconded by Robert Palmer.

Motion carried.


#### D. Approval of Consent Agenda

##### **Motion:**

Chair McGrath requested a motion to approve the Consent Agenda for the Regular GCCD BOT meeting held today, Wednesday June 19, 2024.

Motion moved by Teri Anderson and motion seconded by Alison Gee.

Motion carried.

1. Minutes of GCCD Regular BOT Meeting held on May 15, 2024  
 [Regular Board of Trustees Meeting Minutes 5-15-2024.pdf](#)
2. Minutes of GCCD Budget Workshop held on May 15, 2024  
 [Regular Board of Trustees WORKSHOP Minutes.pdf](#)
3. Staffing Report  
 [Staffing Report 6-15-2024.pdf](#)
4. May 2024 Financials  
 [Finance Pack May.pdf](#)

## II. For the Good of the District

### A. Innovation Grant Update from Beau Corkins

Beau was unable to make it and Dr. Oberlander explained briefly about Beau's Innovation Grant project for a First Year Seminar.

### B. Good News from the Trustees

It is Juneteenth today. Trustee Williams celebrated 58 years of marriage to Marsha. It was an excellent week at the College National Finals Rodeo for our rodeo teams with the men taking 8th in the nation and the women's team placing 10th. Cooper Filipek was 2nd in bareback riding and Haiden Thompson was 3rd in goat tying. The Wyoming Montana State All Star games were successful with the first sweep in 22 years. Congrats to the Booster Club for their work with that. Trustee Wasserburger's oldest grandson won a mutton busting championship at Nebraska Land Days in North Platte, Nebraska. This is the first meeting the trustees have access to the Gillette College wireless network. Next Wednesday is the ERA Customer Appreciation BBQ from 4:30 - 6:30 p.m.

## III. Organizational Reports

### A. President's Report - Dr. Oberlander

Renee Collins and Barry Lambson presented at a national conference for the Rocky Mountain Users Group about what Gillette College has been doing during our transition. Other colleges and companies are interested in how this transition is going and are watching and learning from us. Barry Lambson was also named Ferrilli Employee of the Year for his work with us at Gillette College.

Miranda Finn provided a Writing in the Workplace training for our mid-level managers and Cabinet and it was well received and a great way to utilize our internal talent.

The College National Finals Rodeo was a success for Gillette College with the men placing 8th out of 54 teams and the women placing 10th out of 32 teams.

We are sending 3 students to compete in SkillsUSA next month.

Cabinet will be assessing and updating the strategic plan this summer. Dean Fashbaugh has started the Artificial Intelligence Taskforce and work is underway this summer. The Cultural Working Group met with Cathy Cocks last week as well as joint meetings with Cabinet and a lot of progress was made as we continue this work. The IT infrastructure migration continues and we're also going to start doing some tests for registering students this fall. Dana Miller with the Office of Economic Transformation .

We are entering Phase 2 as a college and Dr. Oberlander is working with Sandra Caldwell to define those goals and visions as we move forward.  
Campco Federal Credit Union is designing a Pronghorn debit card.

B. Executive Director of the Gillette College Foundation - Heidi Gross

The Foundation received a \$150,000 grant to create an entrepreneurial ecosystem to be used for the Start Up Challenge, Entrepreneurial Project Manager, and grant assistance. The Wyoming Business Council has also awarded the Foundation a \$20,000 grant to align and define economic development in Campbell County with the help of a consultant. The Foundation has hired a consultant to help develop a campaign and strategy for major giving. The state has allotted \$1 million in matching funds and all of the funds need to be pledged or received by April 2026.  
In July the audit preparations will start. WyoGives is on July 10. The Golf Scramble is coming up August 23 at Bell Nob.

IV. Old Business

A. 2nd and Final Reading of Policy 3000.5, Alcohol and Drug Policy - Dr. Oberlander

 [Policy-3000.5-Alcohol-and-Drugs rev.docx](#)

 [Policy-3000.5-Alcohol-and-Drugs.docx](#)

**Motion:**

Chair McGrath requested a motion to approve the second and final reading of Policy 3000.5, Alcohol and Drug Policy.

Motion moved by Alison Gee and motion seconded by Larry Smith. Motion carried.

V. New Business

A. Approval of 2024/2025 Public Meeting Calendar

 [2024-2025 GCCD BOT Public Meeting Schedule.docx](#)

**Motion:**

Chair McGrath requested a motion to approve the 2024/2025 Public Meeting Calendar to include a change on Tuesday, June 17 at 5:30 p.m.

Motion moved by Alison Gee and motion seconded by Tracy Wasserburger.  
Motion carried.

B. Pronghorn Center Remodel Approval

Dr. Oberlander shared that this project has been discussed before for the Energy City Voices so they will have a permanent home. This needs trustee approval so it can then go to the WCC for their approval in the fall.

 [Updated Level 1 Pronghorn Center Shell Space.pdf](#)

 [GILLETTE COLLEGE DELCO QUOTES.pdf](#)

**Motion:**


Chair McGrath requested a motion to approve the Pronghorn Center Remodel, and move forward to the Wyoming Community College Commission, not to exceed \$400,000.

Motion moved by Robert Palmer and motion seconded by Nello Williams. Motion carried.

C. Approval of First Amendment to Agreement for Purchase and Sale of Real Property

This is a vote to extend our due diligence period. The City of Gillette approved this last night at their meeting.

 [FINAL First Amendment to Agreement for Purchase and Sale 6.18.24.docx](#)

 [Covenants, Conditions and Restrictions Gillette Tech Center - Book 1839 Page 419.pdf](#)

**Motion:**

Chair McGrath requested a motion to approve the First Amendment to Agreement for Purchase and Sale of Real Property.

Motion moved by Teri Anderson and motion seconded by Alison Gee. Motion carried.

D. Discussion of purchase of compact wheel loader

This piece of equipment would be used for loading gravel, mulch, large items, snow removal, etc. Our current small Kubota tractor can't handle some of the larger projects. Purchasing it outright versus financing was discussed depending on our cash flow position.

 [Loader Lease Agreement.pdf](#)

 [loader rec.pdf](#)

**Motion:**

Trustee Gee moved to approve the acquisition of the compact wheel loader for \$97,384 giving the latitude to the Chief Financial Officer to purchase it outright or finance the purchase under option 2.

Motion moved by Alison Gee and motion seconded by Robert Palmer. Motion carried.

E. Discussion of Brightly Software

Dr. Oberlander explained that this is a facilities and maintenance software package. This is the second installment of this software. Vice President Larsen added that have purchased the work order system and are ready to enhance the system to bring in building and equipment maintenance through the software. This will allow us to catalog all the facilities and generate preventative maintenance work orders. This is part of the current budget.

 [Brightly Contract June 2024.pdf](#)

**Motion:**

Trustee Palmer moved to purchase the additional items of Brightly software for \$74,072.25.

Motion carried.

VI. Committee Reports

A. WACCT

Trustee Smith reported on the latest meeting in Riverton that he attended with Trustee Williams and Dr. Oberlander. WACCT is working on better telling the story of the students and educating the public about mill levies and funding and is encouraging trustees to do the same. All the colleges agreed to pitch in and get a new economic impact ROI numbers on enrollment and costs.

Trustee Anderson shared that the Association of Community College Trustees will be having their annual leadership conference in Seattle on Oct. 23.

VII. Public Comments

VIII. Executive Session per Wyoming Statutes 16-4-405 (a)(ii),16-4-405 (a)(iii) - No action

**Motion:**

Chair McGrath requested a motion to move into Executive Session per Wyoming Statutes 16-4-405 (a)(ii),16-4-405 (a)(iii)

Motion moved by Alison Gee and motion seconded by Teri Anderson. Motion carried.

IX. Upcoming Events

- A. June 27, 2024 - Legislative Update Breakfast, 7:30 a.m., Tech Center Board Room
- B. July 17, 2024 - Board of Trustees Meeting in Wright, 11: 30 a.m., Wright City Hall
- C. August 7 - 26, 2024 - Filing Period for Trustees, County Clerk's Office
- D. August 20, 2024 - Welcome Back Lunch Sponsored by the Advisory Board, 12 p.m. Tech Center
- E. August 23, 2024 - Foundation Golf Scramble, Bell Nob Golf Course

F. August 26, 2024 - Classes Begin

The board came out of the executive session at 2:05 p.m. Trustee Palmer requested the budget be circulated to the trustees prior to the Public Budget Hearing.

X. Adjourn

**Motion:**

Trustee Anderson moved to adjourn.

Motion moved by Teri Anderson and motion seconded by Nello Williams. Motion carried at 2:06 p.m.

*Tracy Wassenburg*

*Larry Smith*