



# Regular Board of Trustees Meeting Minutes

Gillette College

12/18/2024 11:30 AMMST

@ Tech Center, 3251 South 4-J Road

## **Attendance**

### **Present:**

Members: Teri Anderson, Ellis Day, Josh McGrath, Robert Palmer, Larry Smith, Tracy Wasserburger, Nello Williams

Guests: Dave Horning, Angie Laakso, Jeff Wasserburger

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

Staff: Chrondra Kern, Lindsay Wakefield, Marty Woulfe

### I. Call to Order

 [Motion Agenda 12-18-2024.doc](#)

#### A. Pledge of Allegiance

Trustee Anderson led the pledge.

#### B. Roll Call

There is a quorum.

#### C. Additions/Deletions to Agenda for Wednesday, December 18, 2024

##### **Motion:**

Chair McGrath requested a motion to approve the Agenda for the Regular GCCD BOT meeting held today, Wednesday, December 18, 2024.

Motion moved by Nello Williams and motion seconded by Tracy Wasserburger.  
Motion carried.

#### D. Approval of Consent Agenda for Wednesday, December 18, 2024

##### 1. Minutes of GCCD Regular BOT Meeting held on November 20, 2024

 [Regular Board of Trustees Meeting Minutes 11-20-2024.pdf](#)

##### 2. Staffing Report

 [Staffing report 12-5-2024.docx](#)

##### 3. November 2024 Financials

original and revised (page 1) finance packets

 [Finance Pack November \(2\).pdf](#)

 [Finance Pack November v 2 - revised.pdf](#)

**Motion:**

Trustee Palmer motioned to remove the consent agenda to discuss some minor changes.

Motion moved by Robert Palmer and motion seconded by Teri Anderson.  
Motion carried.

**Motion:**

Chair McGrath requested a motion to approve the consent agenda with the discussed changes of adding Legal Counsel Horning to the November 20, 2024 minutes as a guest in attendance as well as including the updated page 1 of the Financial Statement that reflects the Expense vs Budget portion updated numbers of FY25 Budget \$26,469,838 and FY 25 YTD \$10,422,397.

Motion moved by Teri Anderson and motion seconded by Robert Palmer.  
Motion carried.

II. For the Good of the District

A. GCCD Year in Review

Dr. Oberlander shared a brief year in review with some highlights of the past year.

B. Good News from the Trustees

Chair Palmer highlighted the children and grandchildren of Trustees who were on the sports page this past weekend. Trustee Anderson shared all of the amazing opportunities for music around town this time of year. Trustee Williams praised Chair McGrath for the ERA food drive that collected 50,000 items of food for the Council of Community Services.

III. Organizational Reports

A. President's Report - President Oberlander

The Foundation Annual Report is finalized and available for review. VP Larsen is working on the budget and everything is on track. Legislative work is beginning with the upcoming legislative session and the week of January 20th is the week Dr. Oberlander will be in Cheyenne. Accreditation is the main focus of Professional Development in January. Policy work is ongoing and 19 policies will be coming to the board for review.

B. Gillette College Advisory Board Report - Chair Angie Laakso

There wasn't a quorum so they will vote on officers in January.

C. Gillette College Director of Institutional Research - Roger Humphrey

Director Humphrey shared baseline data in a presentation.

 [IR BOT Presentation 12-18-24.pptx](#)

D. Facilities Director Facilities and Enzi Building Update - Marty Woulfe

Director Woulfe shared facilities department informational updates and an Enzi building recap and future timeline. The trustees praised the beauty of the campus and the hard work of every employee for their work to keep it looking beautiful.

 [Facilities BOT 12-2024.pptx](#)

IV. Old Business

A. Board Evaluation Review - Chair McGrath

Chair McGrath shared that overall it was very positive evaluation but there are 2 areas that need to be addressed: the facilities master plan and continuing board education.

B. Nominations Committee - Chair McGrath

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1. Election of Officers

The Nominations Committee of Trustee Anderson, Trustee Smith and Trustee McGrath recommends Chair McGrath continue as chair, Trustee Wasserburger continue as Vice Chair, Trustee Smith continue as Secretary and Trustee Anderson be the new Treasurer.

**Motion:**

Chair McGrath brought forth a motion from the Nominations Committee to appoint himself as Chairman, Trustee Wasserburger as Vice Chair, Trustee Smith as Secretary and Trustee Anderson as Treasurer.

Motion moved by the committee brought forth and motion seconded by Robert Palmer. Motion carried.

2. Committee Appointments - Chair McGrath

The Nominations Committee recommended the following Trustees for committee appointments.

Accreditation Committee: Trustee McGrath, Trustee Palmer, Trustee Wasserburger

Art: Trustee Wasserburger, Trustee Smith, Trustee Anderson

ACCT: Trustee Anderson, Trustee Williams

BOCHES: Trustee Anderson, Trustee Day

Finance: Trustee Anderson, Trustee Smith, Trustee Palmer

Enzi Building Finance: Trustee Anderson, Trustee Smith, Trustee Palmer

Governance: Trustee Williams, Trustee Smith, Trustee Day

Nominations: Trustee McGrath, Trustee Anderson, Trustee Smith

WACCT: Trustee Day, Trustee Smith

- a. ACCT
- b. BOCHES
- c. Enzi Building Finance

- d. Finance
- e. Governance
- f. WACCT

**Motion:**

Chair McGrath requested a motion to approve the committees as presented and recommended by the Nominations Committee.

Motion moved by Tracy Wasserburger and motion seconded by Teri Anderson. Motion carried.

V. New Business

A. Academic Calendar Approval - Dr. Oberlander

The instructional days need to match NWCCD's calendar. Trustees expressed the importance of the spring break time lining up with the Campbell County School District spring break. Dr. Oberlander shared that when we are able to set our own instructional days we will take a look at the Campbell County School District dates around spring break.

 [2025-2026-Academic-Calendar-12-2024 FINAL.pdf](#)

**Motion:**

Chair McGrath requested a motion to approve the 2025/20256 Academic Calendar.

Motion moved by Teri Anderson and motion seconded by Nello Williams. Motion carried.

B. Tuition Waiver - Dr. Oberlander

NWCCD is implementing an in-state tuition waiver and Laramie County Community College is also going to do this for surrounding states. The cabinet does not recommend moving forward an in-state tuition waiver for out of state students. It would be an approximate \$350,000 budget shortfall if implemented at Gillette College. Trustees discussed the downfalls of implementing an in-state tuition waiver for out of state students. Trustees discussed the importance of outlining the price of Sheridan online classes taken by GCCD based students if NWCCD has the in-state tuition waiver and Gillette College does not. The trustees suggested that Legal Counsel Horning draft a letter from Chair McGrath to the Chair of the NWCCD Board of Trustees indicating the rationale for Gillette College not approving the in-state tuition waiver for out of state students on the Gillette College campus.

**Motion:**

Trustee Palmer made a motion to not institute an in-state tuition waiver for out of state students for the 2025 academic year.

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

- C. Ratification of Foundation Board Members - Dr. Oberlander

 [Robbie McLeland bio.docx](#)

 [Darin Edmonds bio.docx](#)

**Motion:**

Chair McGrath requested a motion to ratify the new Foundation Board members, Robbie McLeland and Darin Edmonds.

Motion moved by Larry Smith and motion seconded by Nello Williams. Motion carried.

VI. Committee Reports

- A. WACCT

No report at this time.

- B. Art Committee

Joan Sowada has started work on the art installation.

VII. Public Comments

VIII. Upcoming Events

- A. December 24 - January 1: Winter Break - Campus Closed
- B. January 9, 2025 - Eggs and Issues, 6:30 a.m. - Senior Center
- C. February 15, 2025 - Rodeo Banquet, 6 p.m. - Cam-Plex

IX. Adjourn

**Motion:**

Chair McGrath requested a motion to adjourn the meeting.

Motion moved by Tracy Wasserburger and motion seconded by Teri Anderson. Motion carried.

