

Board of Trustees Meeting Minutes

Wednesday, June 12, 2024

11:30 a.m.

Pennington County Room

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.

The Western Dakota Tech Board of Trustees met on Wednesday, June 12, 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, Dick Johnson, Lynn Kendall, Curt Pochardt, Andrea Powers, Linda Rabe, Andy Scull, and Dr. Steve Willard.

WDTC leadership staff attending included: Dr. Ann Bolman, Christine Goldsmith, Tiffany Howe, Kelly Oehlerking, and Debbie Toms.

Others present included: Missy Ginsbach, Tristen Koene, Nora Lienen, Diana Newman, Noelle Simmons, and Pam Stillman-Rokusek.

Board Development – 11:30 am

Marketing Updates – Pam Stillman-Rokusek, Director of Marketing

Updates were shared pertaining to Marketing projects and initiatives.

Budget Hearing for [WDTC FY2025 Budget](#) – 12:00 pm

1. **CALL TO ORDER**

Chairman POCHARDT called the meeting to order at 12:00 pm.

2. **PUBLIC COMMENTS**

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

Christine Goldsmith provided an overview of the FY25 Budget. Motion to approve the FY25 Budget as presented by BRUNNER, seconded by POWERS. MOTION CARRIED (9-0).

3. **ADJOURN BUDGET HEARING**

Adjourned at 12:24 pm.

A break was taken at 12:24 pm, with the meeting called back to order at 12:55 pm.

Board Meeting

1. **CALL TO ORDER**

Chairman POCHARDT called the board meeting to order at 12:55 pm with a roll call to order.

2. **APPROVAL OF AGENDA**

WILLARD moved, and BRUNNER seconded to approve the June agenda with the following amendments: removal of item #10.c., President's Contract FY25, from the Consent Agenda, and moving to a separate agenda item for approval as #14, and adding an Executive Session (per 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

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contract negotiations or negotiating with employees or employee representatives), as agenda item #13. MOTION CARRIED (9-0).

3. **CONFLICT OF INTEREST**

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

4. **PUBLIC COMMENTS**

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

INFORMATION ITEMS

5. **PRESIDENT'S REPORT**

President Bolman presented on Summer Enrollment, the Student Complaint Process, [HR Update](#), and shared that site visit for student housing took place last week and went well.

POWERS left the meeting at 1:31 pm.

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

Foundation Director, Nora Lienen, shared that the Foundation board recently re-elected officers for the upcoming fiscal year and they approved a capital campaign committee.

7. **BOARD DISCUSSION**

a. August Meeting Date – Motion by Scull, seconded by Heltzel to cancel the August 14, 2024 meeting due to a schedule conflict. MOTION CARRIED (8-0).

b. Board Self-Evaluation – The Board Clerk distributed the survey link and the Board is asked to complete it by 5 pm on July 15, 2024.

c. WDTC Policy Number 2021, President's Performance Review – this policy is up for review and will be on the agenda as a discussion item for the September 2024 meeting.

8. **FINANCE REPORT, MONTHLY FUND CHART, APPROVAL OF FY24 BUDGET AMMENDEMENT**

Christine Goldsmith presented the monthly finance report, monthly fund chart, and the FY24 Budget Amendment. Motion by JOHNSON to approve the FY24 Budget Amendment, seconded by RABE. MOTION CARRIED (8-0).

9. **CONSENT AGENDA**

a. APPROVAL ITEM: [Minutes from May 8, 2024 meeting](#)

b. APPROVAL ITEM: [Bills to Pay](#)

c. APPROVAL ITEM: President's Contract FY25

d. APPROVAL ITEM: [FY25 WDTC Budget](#)

e. APPROVAL ITEM: Appoint Mike Roesler as a Board Member effective July 1, 2024, to fill the remaining one-year term for Dick Johnson

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As documented above in agenda item #2, Approval of Agenda, item c., Presidents Contract for FY25 was removed from the Consent Agenda. Chairman POCHARDT identified a typo for item a. Minutes from May 8, 2024, under item 12.c, where it reads '2023-24, instead of '2024-25'. This will be corrected by the Board Clerk prior to posting the approved minutes.

Motion by BRUNNER and seconded by HELTZEL, to approve the Consent Agenda. MOTION CARRIED (8-0).

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

Chairman POCHARDT reminded the Board that ACCT Consultant, Ken Burke, will be reaching out in advance to the Annual Retreat scheduled for July 19, 2024.

11. **NEXT MEETING DATE**

The Annual Retreat is scheduled as follows: July 19, 2024 | 8:00 am | Pennington County Room

12. **RECOGNITION OF OUTGOING BOARD MEMBER**

Board Member and Vice Chair, Dick Johnson, was thanked for his service to the Board. JOHNSON left the meeting at 2:13 pm.

Next, Chairman POCHARDT stated the need to review and discuss President Bolman's Contract. Items to focus on were shared, as well as comments regarding successes and progress made over the years.

13. **EXECUTIVE SESSION**

SCULL moved, seconded by HELTZEL to go into Executive Session at 2:33 pm, per 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 (7-0).

The Executive Session concluded at 3:04 pm.

14. **APPROVAL ITEM: PRESIDENT'S CONTRACT**

Motion by WILLARD and seconded by Brunner to approve the President's Contract. MOTION CARRIED (7-0).

15. **ADJOURNMENT**

BRUNNER moved and SCULL seconded to adjourn at 3:05 pm. MOTION CARRIED (7-0).

Respectfully Submitted,

Board Chair
