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**Turtle Mountain Community College  
Special Board of Directors Meeting  
April 14, 2011  
5:00 p.m.**

**OFFICIAL MINUTES**

**Board of Directors Present:** Dr. Leigh Jeanotte, Barbara Poitra Duane Poitra, Carla Peltier, Robert Lattergrass.

**Board of Directors absent:** None.

**Board of Trustees Present:** John Frederick, Dwight Trottier, James Lindgren, Brittany Belgarde, Elmer Davis, Jr.

**Board of Trustees absent:** Zelma Peltier, David Brien, Caitlin Morin, Theresa Rivard, Yvonne St. Claire.

**TMCC Employees:** Jackie De Los Santos, Tracy Azure, Dr. Jim Davis, Larry Henry, Dennis Bercier.

**I. Call to order:** Chairperson Poitra called the meeting to order at 5:14 p.m.

**II. Opening Prayer:** Performed by Chairperson Poitra.

**III. Roll call:** Performed by Jackie De Los Santos.

**IV. Approval of Agenda:** Chairperson Poitra asked for the motion to approve the agenda. Robert Lattergrass made the motion, seconded by Duane Poitra. All were in favor. Motion carried.

**V. Old Business**

**a) Budget (2<sup>nd</sup> Reading) by Tracy Azure**

- See Appendix A and B. Tracy reported where the College accounts currently stand.
- A lengthy discussion was held in reference to the security contract with CTI. It is recommended that we do not continue with the CTI contract and hire our own security guards.
- Discussion held in reference to staffing and salaries. It has been suggested to use current staff in the new positions due to the budget shortage.
- Tuition fees are being re-evaluated by the tuition committee. Students are not billed their tuition, so in return they do not pay the fees. The committee is currently working on a procedure for billing students. It has been requested to have a goal set by the fall semester. The committee would like to implement a gradual change in the fees and tuition. A lengthy discussion was held.
- The Board is satisfied with the current progress and steps that the committees are taking in reference to the budget.

- 42 • It has been recommended to begin the billing by the summer semester. A lengthy  
43 discussion was held.  
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45 **b) South Campus Report by Tracy Azure:**

- 46 • See Appendix C.  
47 • Donna Thomas entered at 6:18 p.m.  
48 • The College has been subsidized for the Tribal programs to rent space at the South  
49 Campus. The budget committee has unofficially discussed charging \$7 per square foot  
50 for space. Discussion held. Tracy is requesting to re-write the lease by July 1<sup>st</sup>. **Carla**  
51 **Peltier made the motion to allow Tracy Azure to re-write a lease for all renters at**  
52 **the South campus, which includes all of the College's buildings, and bill \$7 per**  
53 **square foot effective on July 1<sup>st</sup>, 2011 and all renters are to be notified in advance,**  
54 **notifying the College of acceptance of lease no later than June 1<sup>st</sup>, 2011. Discussion**  
55 **held. Dr. Leigh Jeanotte seconded the motion. Discussion held. All were in favor.**  
56 **Motion carried.**  
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58 **c) Salary Information by Tracy Azure:**

- 59 • Tracy presented the current staff/faculty salary scale. Discussion held.  
60 • Robert Lattergrass inquired about the organizational chart. The chart has not been  
61 completed yet.  
62

63 **d) Staff Hours by Dr. Jim Davis:**

- 64 • The job descriptions may need to be looked at and delegate work to employees which do  
65 not have enough work to keep them busy.  
66

67 **VI. Next Meeting:**

- 68 ⚡ Regular Board Meeting April 26, 2011 at 5:00 p.m. in the TMCC Board Room  
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70 **VII. Adjournment: Chairperson Poitra asked for the motion to adjourn. Dr. Leigh Jeanotte**  
71 **made the motion, seconded by Carla Peltier. All were in favor. Motion carried. Meeting**  
72 **adjourned at 7:22 p.m.**  
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87 **Barbara Poitra, Chairperson**



**Jaclyn De Los Santos, Board Secretary**