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 Poitro Duane Poitro, 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 Poitro called the meeting to order at 5:14 p.m.

II. Opening Prayer: Performed by Chairperson Poitro.

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

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

V. Old Business
   a) Budget (2nd 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.
b) **South Campus Report by Tracy Azure:**
- See Appendix C.
- Donna Thomas entered at 6:18 p.m.
- The College has been subsidized for the Tribal programs to rent space at the South Campus. The budget committee has unofficially discussed charging $7 per square foot for space. Discussion held. Tracy is requesting to re-write the lease by July 1st. **Carla Peltier made the motion to allow Tracy Azure to re-write a lease for all renters at the South campus, which includes all of the College’s buildings, and bill $7 per square foot effective on July 1st, 2011 and all renters are to be notified in advance, notifying the College of acceptance of lease no later than June 1st, 2011. Discussion held. Dr. Leigh Jeanotte seconded the motion. Discussion held. All were in favor. Motion carried.**

c) **Salary Information by Tracy Azure:**
- Tracy presented the current staff/faculty salary scale. Discussion held.
- Robert Lattergrass inquired about the organizational chart. The chart has not been completed yet.

d) **Staff Hours by Dr. Jim Davis:**
- The job descriptions may need to be looked at and delegate work to employees which do not have enough work to keep them busy.

**VI. Next Meeting:**
- Regular Board Meeting April 26, 2011 at 5:00 p.m. in the TMCC Board Room

**VII. Adjournment:** Chairperson Poitra asked for the motion to adjourn. Dr. Leigh Jeanotte made the motion, seconded by Carla Peltier. All were in favor. Motion carried. Meeting adjourned at 7:22 p.m.

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Barbara Poitra, Chairperson  
Jaelyn De Los Santos, Board Secretary