

OFFICIAL MEETING MINUTES

MINUTES:	TMCC QUARTERLY BOARD OF DIRECTORS MEETING	
Meeting:	Board of Directors, Board of Trustees, Administration	
Date/Time/Location:	6/14/2014 – 9:00 a.m. – TMCC Board Room	
Board of Directors Present:	Duane Poitra, Dr. Leigh Jeanotte, Glenn Longie, JoAnne DeCoteau Carla Peltier (Conference Call).	
Board of Directors Absent:	None.	
Board of Trustees Present:	Theresa Rivard.	
Staff Present:	Dr. Jim Davis, Kellie Hall, Wanda Laducer.	
Guests:	Barbie Azure.	
Officiating Recorder:	Jaclyn De Los Santos.	

	Agenda Item	Discussion – Conclusion	Recommendations or Actions
I.	Call to Order	Chairman Poitra called the meeting to order at 9:19 a.m.	
II.	Opening Prayer	Performed by Dr. Jim Davis	
III.	Roll Call	Performed by Jaclyn De Los Santos.	
IV.	Approval of Agenda		Chairman Poitra asked for a motion to approve the agenda. Dr. Leigh Jeanotte made this motion, seconded by Glenn Longie. Requested to move VI. d. Profit/Loss Statement Arrowhead to item VI. a., and move all items down. Jaclyn De Los Santos performed roll call vote. All were in favor. Motion carried.
V.	Approval of Minutes <ul style="list-style-type: none"> • May 19, 2014 Minutes 		Chairman Poitra asked for a motion to approve the May 19, 2014 minutes as presented. Dr. Leigh Jeanotte made this motion, seconded by Glenn Longie. Jaclyn De Los Santos performed roll call vote. All were in favor. Motion carried.
VI.	Old Business		

<p><u>A. Profit/Loss Statement</u> <u>Arrowhead</u></p>	<p>Barbie Azure presented the Profit/Loss Statement for Arrowhead printing. Please see Appendices A, B, and C. Discussion held in reference to expenses not listed on the profit/loss statement. Will need to determine with Tracy Azure if there was a loss to Arrowhead Printing. Dr. Davis discussed with Tracy the new salary scale for the budget for the next year. There will be some impact to Arrowhead Printing. Currently it shows a net income. Barbie Azure reported that past auditors want Arrowhead Printing to show a net loss. Discussion held. This should be clarified with Joseph Eve. The staff at Arrowhead Printing are busy at all times, and could use additional help. Adding additional individuals would be a large expense. A marketing/business plan could be of assistance to Arrowhead Printing. Arrowhead needs to financially break even, rather than taking additional funding from the College. Discussion held in reference to the bad debts. Arrowhead is not very competitive with prices.</p> <p>Barbie Azure exited at 9:27 a.m.</p>	<p>Arrowhead Printing on the next agenda with additional information provided.</p>
<p><u>B. Profit/Loss Statement</u> <u>TMCC Cafeteria</u></p>	<p>Dr. Davis met with Tracy Azure and Lola St. Claire in reference to the Profit/Loss for the TMCC Cafeteria. We currently do not have any recommendations on the cafeteria options. We are looking at different options. The Cafeteria employee is willing to work less hours per day and be a part-time employee.</p>	<p>This will be presented at the July meeting.</p>

	<p>We are looking at various expenses that could be eliminated and prices of food can be increased. The College would be contributing about \$90,000 to the cafeteria to keep it open. Outsourcing would save the College money as we would not have to pay the fringe benefits. The food costs vs. gross profit does not reveal much of a profit. Consideration may be given to raising the prices for some menu items. Discussion held. The Colleges businesses need assistance with structuring or possibly a business plan. Chairman Poitra would like to assist in making the businesses more profitable for the College without a loss.</p>	
<p>C. TM8 Resolution</p>	<p>The resolution was not provided to Dr. Davis. The resolution is not available, but will hopefully be available within 1-2 weeks. The TMHA has their attorneys working on the resolution. Dr. Davis has the chronology for the timeline for the TM8 Residential Housing Project. Please see Appendix C. The low bid for the project has been identified, and the contract will be signed soon. The project will begin in July. Kellie Hall inquired about the housing project only allowing TMCC students to lease the apartments. This will be for TMCC students, and the wording will be included in the lease. Discussion held. The investors are making the decisions on the housing project.</p>	<p>Lease agreement on the agenda for the Special Meeting.</p> <p>Jackie will scan in the chronology for the special meeting.</p>
<p>D. Emergency Purchase Policy</p>	<p>Emergency Purchase policy did not receive any comments.</p>	<p>Chairman Poitra asked for a motion to approve the Emergency Purchase Policy</p>

		<p>as presented at the last meeting. Glenn Longie made this motion, seconded by Dr. Leigh Jeanotte. Jaclyn De Los Santos performed roll call vote. All were in favor. Motion carried.</p>
<p>E. OFS Salary Schedule</p>	<p>Dr. Davis is requesting a Special meeting to approve the OFS Salary Schedule</p>	<p>Special Board of Directors Meeting scheduled for June 23rd, at 12:00 p.m.</p>
<p>VII. New Business</p>		
<p>1. FY15 Budget Approval</p>	<p>Dr. Davis presented that he received an email on Wednesday that the BIE is getting close to finalizing their documents in reference to the allocation from the BIE.</p>	<p>Tabled until the July 2014 meeting.</p>
<p>2. Presidents' Contract</p>	<p>Dr. Davis informed the Board that he did not want to address his contract until the salary schedule and budget are approved.</p>	<p>This will be presented in the July meeting.</p>
<p>3. Presidents Report by Dr. Jim Davis</p> <p>a. <u>Monthly Report</u></p>	<p>Dr. Davis informed the Board that they will provide the annual report in July and is hoping that the budget can be included in the annual report.</p> <p>Please see Appendix D. Dr. Davis presented his monthly report. Dr. Davis is very concerned with AIHEC due to them not getting involved with Congress to advocate for full funding. Discussion held.</p>	
	<p>Carpeting project is ahead of schedule. The Board Room will be re-carpeted by next Friday. The Fiscal Office has been vacated and will be utilized as a larger training room. A sub-contractor has inquired about payment. The President can execute a payment once</p>	

	<p>the Board has approved the initial contract. The PR's do not need to be presented to the Board again even if the payment is over \$20,000.</p> <p>Chairman Poitra inquired about the bulging wall at Anishinabe. This was a design problem with the wall. Discussion held.</p> <p>We have some challenges with new courses and new programs, which takes time from the HLC to gain approval for the programs.</p> <p>Dr. Davis presented additional information from his quarterly report. He informed the Board that Jeff Azure has been speaking with individuals to bring the most recent project together.</p> <p>Chairman Poitra inquired about the current positions being advertised. The Academic Dean position needs to be filled right away. Some of the key positions are not being advertised at the current time.</p>	<p>Dr. Davis will contact Mark Hamley and Jeff Welch to determine if this issue still needs to be repaired.</p>
<p>4. Vice Presidents Report by Kellie Hall b. Monthly Report</p>	<p>Kellie Hall presented her monthly report. Please see Appendix E. The annual reports will be put together for the July meeting.</p> <p>Larry Henry made some recommendations to the budget committee in reference to faculty salaries. We had three additional resignations since the last month. Two of the</p>	

		<p>positions will be leaving the community, and the other has accepted an additional position in the community.</p> <p>Chairman Poitra inquired whether a statement was provided to Emil LaRocque in reference to the degrees being provided to the Bachelors of Elementary Education students if they have not passed their praxis exam. This was previously presented to the Tribal Scholarship Program. Chairman Poitra requested that this letter be provided to the Board of Directors, so they are able to provide an answer to the community. Dr. Davis informed the Board that with the new Academic Dean and the Director of Elementary Education Program, he would like them to be included on that discussion. Also, he would like to look at the reasoning behind not allowing the diploma.</p> <p>Chairman Poitra inquired about the status for the Dollars for Scholars program. They had discussed that it would be dissolved for the local chapter. They had considered transferring it to the HERO's program. The name at this point has been changed to, "Dollars for College", which would assist with reporting and it will continue under the Tribal Council. The funding for Tribal Scholarship will possibly be increasing. The Dollars for College funds will go directly to the students.</p>	
	<p>Bachelors of Elementary Education degrees on the next agenda.</p>		

	<p>Additional discussion held. Discussion held in reference to exploring a bachelors general education degree for those students having the issue.</p>	
<p>5. Comptrollers Report by Tracy Azure c. PO's d. Report <ul style="list-style-type: none"> • <u>Vendor Report</u> • <u>Expense Report</u> • <u>Foundation Revenue</u> </p>	<p>Dr. Davis presented one PO to Titan Machinery for a telehandler and the accessories for \$75,493 to be purchased from the Tribal State Grant.</p> <p>We have received a penalty from the IRS, due to some documents not being provided on time. Tracy Azure has requested that we pay the penalty and receive a credit. We need to be sure that we get reimbursed for the penalty or deal with the auditors on the issue.</p>	<p>Chairman Poitra asked for a motion to approve the PR to Titan Machinery in the amount of \$75,493 to be paid out of the Tribal State Grant. Glenn Longie made this motion, seconded by JoAnne DeCoteau. Jaclyn De Los Santos performed roll call vote. All were in favor. Motion carried.</p>
<p>6. Student Senate e. Report</p>	<p>Not present at this meeting.</p>	
<p>VIII. Other Business</p>	<p>Kellie Hall requested moving the lockers to an additional room. Chronological showing the history of the College, along with all Board members pictures on the wall.</p> <p>Dr. Davis mentioned that the Science Lab renovation is going along well and with about two months until the completion of the project. The project is currently one week behind.</p> <p>The concrete project still has not been resolved. We should have this resolved by next week.</p>	<p>Dr. Davis is requesting to present BCT House at the Special Board of Directors Meeting. Chairman Poitra informed Dr. Davis to have it presented no later than the next meeting.</p>

	<p>Chairman Poitra inquired about having any additional bids on the BCT House. We will not be getting the amount of money for the house that we initially requested. Chairman Poitra inquired about the possibility of utilizing the house on campus. A recommendation should be provided at the next meeting.</p>	
<p>IX. Next Meeting</p>	<p>Special Board of Directors Meeting: June 23rd, 2014 at 12:00 p.m.; TMCC Board Room Regular Board of Directors: July 28, 2014 at 5:00 p.m.; TMCC Board Room</p>	
<p>X. Adjournment</p>	<p>Meeting adjourned at 11:16 a.m.</p>	<p>Chairman Poitra asked for a motion to adjourn. Glenn Longie made this motion, seconded by Dr. Leigh Jeanotte. Jaclyn De Los Santos performed roll call vote. All were in favor. Motion carried.</p>

Duane Poitra

Duane Poitra, Board of Directors Chairman

Jaclyn De Los Santos

Jaclyn De Los Santos, Board of Directors Recording Secretary