

## OFFICIAL MEETING MINUTES

<b>MINUTES:</b>	<b>TMCC REGULAR BOARD OF DIRECTORS MEETING</b>
<b>Meeting:</b>	<b>Board of Directors, Board of Trustees, Administration</b>
<b>Date/Time/Location:</b>	<b>4/25/16 – 5:00 p.m. – TMCC Board Room</b>
<b>Board of Directors Present:</b>	Duane Poitra, Dr. Lana DeCoteau, Cynthia Allery, and JoAnne DeCoteau.
<b>Board of Directors Absent:</b>	Carla Peltier
<b>Board of Trustees Present:</b>	Raymond Parisien Sr. and Charla Morin
<b>Board of Trustees Absent:</b>	Yvonne St. Claire, Theresa Rivard, Dwight Trottier, Elmer Davis, Patrick Marcellais, James Lindgren and David Brien.
<b>Staff Present:</b>	Wes Davis, Dr. Davis, Kellie Hall, Tracy Azure, and Holly Cahill
<b>Guests:</b>	
<b>Officiating Recorder:</b>	Candace Longie

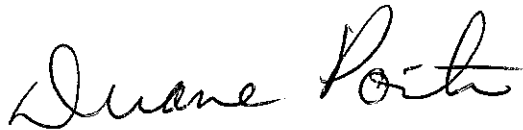
Agenda Item	Discussion – Conclusion	Recommendations or Actions
<b>I. Call to Order</b>	Chairman Poitra called the meeting to order at 5:14 p.m.	.
<b>II. Opening Prayer</b>	Performed by Tracy Azure.	
<b>III. Roll Call</b>	Performed by Candace Longie.	
<b>IV. Approval of Agenda</b>	Agenda needs to be amended to #1 under new business in reference to Holly Cahill request for concurrence on new hires for the following positions: Plumbing Technology Instructor, Health & Fitness Developer/Instructor, Medical Admin Assistant Developer/Instructor and HEO/CVO Instructor.	<b>Chairman Poitra requested a motion to approve the agenda. JoAnne DeCoteau made this motion, seconded by Cynthia Allery. Candace Longie performed roll call vote. All were in favor. Motion carried.</b>  <b>In future add a separate section for concurrence on new hires.</b>
<b>VI. Approval of Minutes</b> <ul style="list-style-type: none"> <li>• <u>1/25/16</u></li> <li>• <u>2/22/16</u></li> <li>• <u>3/21/16</u></li> </ul>		<b>Chairman Poitra requested a motion to approve the January 25, 2016, February 22, 2016, and March 21, 2016 minutes as presented. JoAnne DeCoteau made this motion, seconded by Dr. Lana DeCoteau.</b>

		Candace Longie performed roll call vote. All were in favor. Motion carried.
<b>VII. Old Business</b>		
<b>A. President's Evaluation</b>		Chairman Poitra requested a motion to approve the President's Evaluation minutes as presented. Dr. Lana DeCoteau made this motion, seconded by JoAnne DeCoteau. Candace Longie performed roll call vote. All were in favor. Motion carried.
<b>B. Allied Health Project/Tero Issues</b>	Discussion: Make sure Tero & State license are both attached prior to bidding in advertising requirements. Any provision for negotiation with low bidder on project needs to be clearly stated in the bid advertisement.	
<b>VIII. New Business</b>		
<b>1. New Hires for Concurrence -Holly Cahill Report</b>	Holly informed the BOD about four positions for new hiring with recommendations:	Chairman Poitra requested a motion to approve the following recommendations on new hire: Health & Fitness Developer/Instructor - Recommendation is Mike Gonzales. Plumbing Technology Instructor. Recommendation is Richard Jay. Medical Admin Assistant Developer/Instructor Recommendation is Joan Azure. HEO/CVO Instructor Recommendation is Kurt Fleury minutes as presented. Dr. Lana DeCoteau made this motion, seconded by Cynthia Allery.
<ul style="list-style-type: none"> <li>• Plumbing Technology Instructor</li> <li>• Health &amp; Fitness Developer/Instructor</li> <li>• Medical Admin Assistant Developer/Instructor</li> <li>• HEO/CVO Instructor</li> </ul>	<p><b>Health &amp; Fitness Developer/Instructor - Recommendation is Mike Gonzales.</b></p> <p><b>Plumbing Technology Instructor Recommendation is Richard Jay</b></p> <p><b>Medical Admin Assistant Developer/Instructor Recommendation is Joan Azure</b></p>	

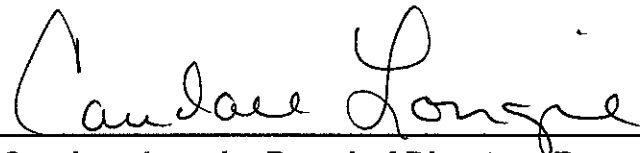
	<p><b>HEO/CVO Instructor</b>  <b>Recommendation is Kurt Fleury</b></p> <p><b>5:33 Holly Cahill left the meeting.</b></p>	<p><b>Candace Longie performed roll call vote.</b>  <b>All were in favor. Motion carried.</b></p>
<p><b>2. Request for Information</b></p> <ul style="list-style-type: none"> <li>● <b>Arrowhead Printing</b></li> <li>● <b>TMCC Cafeteria</b></li> <li>● <b>Energy Cost Savings</b></li> <li>● <b>TMCC Daycare Facility</b></li> <li>● <b>Short Range Facility Renovation Needs</b></li> </ul>	<p><b>Arrowhead Printing</b> : Provide mission operating philosophy and summarized business plan.</p> <p><b>TMCC Cafeteria:</b> Provide mission operating philosophy and summarized business plan.</p> <p><b>Energy Cost Savings:</b> Provide annual report showing energy costs campus wide with 8 year comparison (7 prior and current).</p> <p><b>TMCC Daycare Facility:</b> Conduct a feasibility analysis of a TMCC Daycare Operation that would include a visit to the Cianeska operation at Ft. Totten.</p> <p><b>Short Range Facility Renovation Needs:</b> Provide a report by June 2016 TMCC quarterly meeting listing the immediate TMCC facility maintenance / renovation needs with estimated costs. Funding would "all or in part" come from short term financing as a TMCC major loan with a \$50,000 monthly payment will be paid off soon as the intent is that payment remain for the financing of TMCC immediate facility needs. Directors and Trustees will provide input at the <b>June TMCC quarterly meeting.</b></p> <p><b>Health Plan</b></p>	

	Discussion occurred to schedule something with Preferred One this summer. Tentative time to set up will be in July.	
<b>3. Vice President's Report presented by Kellie Hall</b> <b>a. <u>Monthly Report</u></b>	<p>Kellie asked the BOD to make some corrections to her report. Kellie also requested to extend the Summer Session III to August 12th in to get shop hours in for the Welding, Pipe Welding, and CDL.</p> <p>Discussion occurred pertaining to her report such as dates and culturally named holidays.</p>	<b>Chairman Poitra requested a motion to approve request to extend the Summer Session III to August 12th in to get shop hours in for the Welding, Pipe Welding, and CDL as presented. Dr. Lana DeCoteau made this motion, seconded by Cynthia Allery. Candace Longie performed roll call vote. All were in favor. Motion carried</b>
<b>4. Comptroller's Report by Tracy Azure</b> <b>b. PO's</b> <b>c. <u>Monthly Report</u></b>	<p>Tracy presented BOD with two PR's for approval.</p> <p>Discussion occurred about negative numbers on budget report.</p>	<p><b>Motion to approve Purchase requisition to Jenzabar in the amount of \$21,000 out of Title III for Project Management and Consulting. JoAnne DeCoteau made this motion, seconded by Cynthia Allery. Candace Longie performed roll call vote. All were in favor. Motion carried.</b></p> <p><b>Motion to approve Purchase requisition to Marco in the amount of \$64,847 out of Title III for server and storage upgrade. Cynthia Allery made this motion, seconded by Dr. Lana DeCoteau. Candace Longie performed roll call vote. All were in favor. Motion carried.</b></p>
<b>5. Student Senate</b> <b>d. Report</b>	Charlia discussed that a end-of-year bash is in planning process. Dr. Davis mentioned that he is	

	<p>looking for new ideas on how to get students to participate in honoring pow-wow for graduates.</p> <p>September will be when new students will run for seats for board.</p> <p>6:02 Wes Davis left the meeting.</p>	
<p><b>6. President's Report presented by Dr. Jim Davis</b>  <b>e. Monthly Report</b></p>	<p>Discussion occurred pertaining to Dr. Davis report.</p>	
<p><b>IX. Other Business</b></p>		
<p><b>X. Next Meeting</b></p>	<ul style="list-style-type: none"> <li>• <b>May 23, 2016 - TMCC BOARD ROOM @ 5:00 p.m.</b></li> </ul>	
<p><b>XI. Adjournment</b></p>	<ul style="list-style-type: none"> <li>• Meeting adjourned at 6:10 p.m.</li> </ul>	<p><b>Chairman Poitra asked for a motion to adjourn. JoAnne DeCoteau made this motion, seconded by Cynthia Allery. Candace Longie performed roll call vote. All were in favor. Motion carried.</b></p>



**Duane Poitra, Board of Directors Chairman**



**Candace Longie, Board of Directors Recording Secretary**