



1 Whitney Way  
Sheridan, WY 82801  
(307) 675-0505



300 W. Sinclair  
Gillette, WY 82718  
(307) 681-6000

### Our Mission

NWCCD welcomes all learners, empowers student success, and encourages and strengthens community development.

## NORTHERN WYOMING COMMUNITY COLLEGE DISTRICT - BOARD OF TRUSTEES

### Minutes

#### Budget Work Session, Public Hearing & Regular Meeting

Tuesday, June 15, 2021

Budget Work Session 6:00 p.m. followed immediately by the Regular Meeting

Sheridan College – Whitney Building – W 129

#### Trustees Present

Debra Wendtland, Chair  
Gary Koltiska, Vice Chair  
Shelley Wilson Kinnison, Treasurer  
Norleen Healy, Secretary  
Erin Kilbride  
Robert Leibrich  
Tracy Swanson

#### Trustees Absent

#### Advisory Board Representatives Present

Cindy Kremers, Chair, Johnson County Advisory Board  
Brian Worthen, Chair, Gillette College Advisory Board

#### Advisory Board Representatives Absent

#### Administration Present

Dr. Walt Tribley, President  
Craig Achord, Vice President of Administrative Services & CFO  
Jen Crouse, Sheridan College Foundation Executive Director & Vice President for Student Affairs  
Estella Castillo-Garrison, Vice President of Academic Affairs  
Heidi Gross, Gillette College Foundation Executive Director  
Wendy Smith, Associate Vice President for Strategic Communication & Public Relations  
Gina Kidneigh, Assistant Vice President for Finance & Controller

#### Others Present

Dennis Mansfield  
Kevin Koile

#### Recorder

Andrea Morgan

#### 1. Call to Order – Budget Work Session

Chair Wendtland called the Budget Work Session to order at 6:09 p.m. There was a quorum.

Dr. Tribley introduced the proposed budget for Fiscal Year Ending 2022 (FYE22). He explained the budget assumptions used in the creation of the proposed budget. He recommended augmenting the District's reserves as allowable by state statute. Dr. Tribley recommended discussing the status of athletics at the budget work session for the 2023-24 academic year. He drew attention to the raise for all faculty and staff, except for the president, that exists in the proposed budget as well as one-time money that may be used to bolster revenue-generating programs.

There was discussion on the various funding sources for the NWCCD budget. Dr. Tribley discussed driving enrollment and finding a sustainable funding source to help support the community colleges in Wyoming.

VP Achord provided the Board with the FYE22 proposed budget workbook and a high-level summary. VP Achord presented details and explanation of the information contained in the budget materials. VP Achord addressed the trustees questions related to the increased retirement benefit cost for NWCCD employees and HEERF funds.

## **2. Adjourn**

Upon conclusion of all discussion, Chair Wendtland requested a motion to adjourn the budget work session at 6:45 p.m. Trustee Kinnison moved and Trustee Koltiska seconded the motion to adjourn the budget work session. The motion carried.

## **3. Call to Order and Roll Call – Regular Meeting**

Chair Wendtland called the Regular Meeting to order at 6:46 p.m. There was a quorum.

## **4. Pledge of Allegiance**

## **5. Agenda Additions/Deletions**

Dr. Tribley addressed a typo on the May 2021 Financial Report. He explained that while the financials are in fact from May 2021, the date was carried over from the April 2021 report in error on pages 3-8. On those pages, the date given as April 30, 2021 should read May 31, 2021. It was a typo. Upon no further comments, Chair Wendtland requested a motion to approve the agenda. Trustee Kilbride moved to approve the agenda. Trustee Swanson seconded the motion. The motion carried.

## **6. Consent Agenda**

- Regular Meeting Minutes – May 18, 2021
- May 2021 Financials
- May 2021 Check Register
- Employee Hires and Exits

Chair Wendtland asked the Trustees if they reviewed the materials in the consent agenda including the Regular Meeting Minutes – May 18, 2021, May 2021 Financials, May 2021 Check Register, and Employee Hires and Exits. Hearing no questions or comments, Chair Wendtland requested a motion to approve the consent agenda. Trustee Healy moved to approve the consent agenda Trustee Kinnison seconded the motion. The motion carried.

## **7. President's Report – Dr. Walt Tribley**

Dr. Tribley thanked VP Achord and his team for their work on the proposed budget. Dr. Tribley reported that a service for Neltje was held at SC in celebration of her life and philanthropy. NWCCD plans to begin the fall semester with the current level of COVID precautions. Dr. Tribley congratulated NWCCD rodeo athletes participating in the college rodeo finals. He reported that the campuses remain busy over the summer months. Dr. Tribley provided a list of people who have filed to be on the ballot as trustees for the potential new district in Campbell County. He reported that early voting begins July 2 and the election day is August 17.

## **8. Gillette College Advisory Board Report – Brian Worthen, Chair**

Mr. Worthen gave an update related to summer events and camps at GC. He reported that Post 307 continues their advocacy work for Veterans and that they recently recognized three NWCCD employees

for their service to the post. The new GC virtual reality classroom is now functional and able to support classes. Senator Wasserburger secured CARES grant funding to make-up the BOCHES shortfall. There are four current GC Advisory Board members on the list of those who filed to become trustees of the potential new district in Campbell County.

**Johnson County Advisory Board Report – Cindy Kremers, Chair**

Ms. Kremers reported that the inaugural Golf for Knowledge golf tournament was a huge success. It raised the most money for scholarships ever raised at such an event. Ms. Kremers thanked NWCCD for their support of the Combat Veterans Motorcycle Association's national convention that will be in Sheridan next week.

**Gillette College Foundation Report – Heidi Gross, Executive Director**

Ms. Gross gave an update on the GCF activities taking place over the summer, starting with the Donkey Creek Music Festival. She invited everyone to attend. On July 1, GCF will host a Campbell County Chamber mixer. July 14 is the second WYO Gives online giving event for WY non-profit organizations at WYOGives.org. There will be an in-person component for the event at the Ranch & Roost in downtown Gillette. On August 20, the GCF will host their annual golf tournament. The foamy 5k walk/run will take place on September 2.

**9. Organization Reports –** There are no organization reports in May, June, July, or August

**10. Public Comments –** There were no public comments.

**11. WACCT Meeting Report – Information**

Trustee Healy reported that the recent WACCT meeting focused primarily on the need for advocacy for the community colleges. This was and continues to be an emphasis for the organization. WACCT and WCCC will present to the Joint Appropriations Committee on July 20 in Saratoga, WY. Dr. Tribley added that the Board may access the WCCC meeting materials which includes information about the potential cuts for the next biennium.

**12. Public Hearing**

**a. Public Hearing – BOCHES Levy**

VP Achord introduced and gave a description the BOCHES levy to be discussed in the public hearing. He explained that the funds would be used to support and refresh technology. Chair Wendtland requested a motion to adjourn the Regular Meeting. Trustee Swanson moved and Trustee Koltiska seconded the motion. The motion carried. Chair Wendtland commenced the public hearing at 7:19 p.m. for public comments or questions. Trustee Koltiska asked for clarification on the BOCHES levy as to whether it is county-wide. Dr. Tribley and VP Achord explained that the vote on the meeting agenda is for the Board to decide whether or not to levy a county-wide tax in Sheridan County. There was further discussion regarding the BOCHES levy and that the vote would be for a renewal of the ½-mill levy, which is unrelated to the other school districts' levies. After hearing no further questions from the Trustees, Chair Wendtland asked if the public had any questions or comments. Upon hearing no questions or comments from the public, Chair Wendtland requested a motion to close the public hearing. Trustee Leibrich moved and Trustee Kilbride seconded the motion. The motion carried.

**b. ½-Mill BOCHES Levy**

Chair Wendtland reconvened the Regular Board meeting at 7:25 p.m. Chair Wendtland requested a motion to approve the continuation of the ½-mill BOCHES levy as presented by administration for another two years. Trustee Healy moved and Trustee Kinnison seconded the motion. Upon hearing no further questions or discussion, Chair Wendtland called for a vote, and the motion carried.

**13. Key Monitoring Reports –** None

**14. Unfinished Business –** None

**15. New Business**

**a. Approval of Appointee, Stacia Skretteberg to the CVC Advisory Board – Action**

VP Crouse recommended the approval of Ms. Stacia Skretteberg to the CVC Advisory Board. Chair Wendtland requested a motion to approve the appointment of Stacia Skretteberg to the Center for a Vital Community Board. Trustee Swanson moved and Trustee Kilbride seconded the motion. Upon hearing no further questions or discussion, Chair Wendtland called for a vote, and the motion carried.

**b. Approval of the Proposed Board of Trustees Meeting Schedule for the period of July 1, 2021 through June 30, 2022 – Action**

Dr. Tribley presented a draft schedule of NWCCD Board meetings for the time period beginning from July 1, 2021 to June 30, 2022. Administration requested that the Board adopt and approve with any changes to be made as needed. There was discussion related to the schedule and it was suggested that the location of the Board meetings could vary throughout the District. Chair Wendtland requested a motion that the Board approve the proposed schedule of the NWCCD Board of Trustees as presented. Trustee Leibrich moved and Trustee Koltiska seconded the motion. Upon hearing no further questions or discussion, Chair Wendtland called for a vote, and the motion carried.

**c. Approved expenditures from July 1, 2021 through July 13, 2021 – Action**

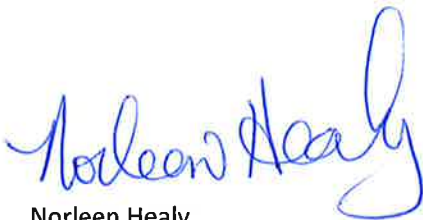
Dr. Tribley requested that the Board authorize the operation and expenditures of the District between July 1, 2021 and July 13, 2021. Chair Wendtland requested a motion to approve the recommendation made by Administration. Trustee Kinnison moved and Trustee Koltiska seconded the motion. Upon hearing no further questions or discussion, Chair Wendtland called for a vote. The motion carried.

**16. Adjourn**

Chair Wendtland requested a motion to adjourn the meeting. Trustee Kilbride moved and Trustee Swanson seconded the motion. The motion carried. The meeting was adjourned at 7:31 p.m.

The next NWCCD Board of Trustees meeting will be on July 13, 2021 at 6:30pm in the Whitney building room 203 on the Sheridan College Campus.

Respectfully Submitted:



Norleen Healy  
NWCCD Board of Trustees, Secretary



Debra Wendtland  
NWCCD Board of Trustees, Chair