



### **NWCCD Mission**

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

## **NORTHERN WYOMING COMMUNITY COLLEGE DISTRICT - BOARD OF TRUSTEES**

### **Minutes**

#### **Public Hearing & Regular Meeting**

**Tuesday, July 12, 2022, 6:30 p.m.**

**Sheridan College – Whitney Center for the Arts – Room 235**

#### **Trustees Present**

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

#### **Trustees Absent**

Debra Wendtland, Chair

#### **Advisory Board Representative Present**

Cindy Kremers, Chair, SC in Johnson County Advisory Board

#### **Advisory Board Representative Absent**

#### **Administration Present**

Dr. Walt Tribley, President  
Craig Achord, Vice President of Administrative Services & CFO  
Jen Crouse, Vice President of Student Affairs & Sheridan College Foundation Executive Director  
Wendy Smith, Vice President of Community Engagement, Strategic Communications & PIO  
Gina Kidneigh, Assistant Vice President for Finance & Controller

#### **Others Present**

Clint Langer, NWCCD Board Counsel  
Kevin Koile

Marly Graham  
Randy Schmidt

Edith Johnson-LaMeres

#### **Recorder**

Andrea Morgan

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

Debra Wendtland, Chair of the NWCCD Board of Trustees was unable to attend. Vice Chair Koltiska served as Chair for the public hearing and regular meeting of the Board. Vice Chair Koltiska called the meeting to order at 6:30 p.m. There was a quorum.

#### **2. Pledge of Allegiance**

#### **3. Agenda Additions/Deletions**

There were no additions to nor deletions from the agenda. Vice Chair Koltiska requested a motion to approve the agenda as presented. Trustee Kinnison moved, and Trustee Swanson seconded the motion. The motion carried.

**4. Consent Agenda**

- Work Session & Regular Meeting Minutes – June 21, 2022
- June 2022 Financials
- June 2022 Check Register
- Employee Hires and Exits

Vice Chair Koltiska requested a motion to approve the consent agenda to include June 21, 2022 Work Session and Regular Meeting Minutes, June 2022 Financials, June 2022 Check Register, and Employee Hires and Exits. Trustee Healy moved, and Trustee Leibrich seconded the motion. The motion carried.

**5. President's Report – Dr. Walt Tribley**

**a. COVID-19**

Numbers across the District continue to be low. There were no recommendations for changes to current protocol or procedures.

**b. District Division Update**

Recently, NWCCD presented a document to GCCD related to property transfer for their review. Last month, both boards ratified Exhibit C. The first group of employees transferred to GCCD per that agreement. The VP's continue to work with GCCD to carry out the agreements.

**c. General Updates**

Dr. Tribley reported that the enrollment numbers for the fall 2022 semester are similar to those of the fall 2018 semester, as of 60 days before the start of the term. Wyoming PBS and the Sheridan Press produced and broadcasted the U.S. House of Representatives Debate at Sheridan College. The event was safe and well secured by local law enforcement. Dr. Tribley described community interest courses as well as courses being offered in Johnson County, Dayton, and Ranchester. He reviewed a list of activities and conferences hosted by SC this summer.

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

Ms. Kremers reported that the SCJC Advisory Board plans to distribute ice cream bars and the Johnson County Fair of August 2. They are also working on community awareness of courses available at SCJC.

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

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

**9. Public Hearing for the Fiscal Year 2023 Budget**

Vice Chair Koltiska opened the Public Budget Hearing for the Fiscal Year 2023 Budget at 6:41 p.m. He asked for public comments on the budget. There were no public comments.

**10. Adjourn Public Hearing & Reconvene Regular Meeting**

Hearing no public comments, Vice Chair Koltiska closed the Public Budget Hearing and reconvened the Regular Board Meeting at 6:43 p.m.

**11. Fiscal Year 2023 Budget Adoption: Approval of Expenditure Authority Resolution and the Resolution to Provide Income – Action**

Dr. Tribley reviewed the FYE23 budget with the Board highlighting several key points. He reported an anticipated budget surplus of \$600k. He informed the Board that NWCCD intends to make an additional payment to its 2018 bond with the goal of paying it off prior to the loss of revenue from Gillette College. He explained the pay structure and raises proposed for each group of employees. He emphasized that all faculty received two step increases and all missed steps from the past have been funded. Trustee Healy thanked Dr. Tribley for his work to provide raises for employees. VP Achord also provided a high-level

overview of the budget. He noted that there were no changes to the budget since the June 21, 2022 Board meeting. Trustee Leibrich asked for more information about the 2018 bond. VP Achord listed the facilities covered by the bond. VP Achord reported that the NWCCD operating budget consists of 63% salaries and benefits and 37% operating funds. There were no further questions. Vice Chair Koltiska requested a motion that the Board approve the Expenditure Authority Resolution in the amount of \$84,847,433 and the Resolution to Provide Income in the amount of \$84,847,433, which adopts the Fiscal Year 2023 Budget. Trustee Kinnison moved, and Trustee Healy seconded the motion. The motion carried.

**12. Approval of Two (2) Expenditure Authority Resolutions**

VP Achord explained that Whitney Benefits pays the notes on two bonds; however, the lending company requires Board-approved resolutions. He recommended the approval of two Expenditure Authority Resolutions:

a. **Refunding and Improvement Lease Revenue Bonds:** Mars Ag & Science Center and Whitney Center for the Arts in the amount of \$1,490,000.

b. **Refunding and Improvement Lease Revenue Bonds:** Tech Ed Center in the amount of \$810,000. Vice Chair Koltiska requested more information about the payment of the bonds. VP Achord explained that Whitney Benefits pays NWCCD in July, and then NWCCD pays the bonding company in August. Dr. Tribley clarified that in the unlikely event that Whitney Benefits is not able to make the payment, then NWCCD would be responsible for making the payments. Vice Chair Koltiska requested a motion to approve the Two Expenditure Authority Resolutions as presented. Trustee Kilbride moved, and Trustee Swanson seconded the motion. There were no further questions. The motion carried.

**13. Key Monitoring Reports – None**

**14. Unfinished Business – None**

**15. New Business**

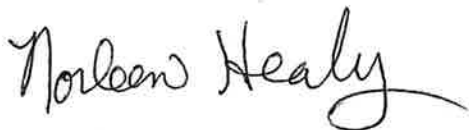
a. **Board of Cooperative Higher Education Services – Action**

Dr. Tribley reported that NWCCD sent notice to Campbell County BOCHES signaling its intent to withdraw from the board effective July 1, 2023 per Wyoming Statute requiring a one-year notice prior to withdraw. He asked the Board to ratify the notice to withdraw. He explained that SCSD #1 and JCSD#1 also gave the requisite one-year notice to Campbell County BOCHES and have agreed to begin a new BOCHES board with NWCCD. Vice Chair Koltiska requested clarification about the flow of tax dollars. Dr. Tribley explained that the change would only effect governance structure not tax structure. Trustee Leibrich explained that the monies levied by each county stay within the county. Dr. Tribley explained that with the formation of a new BOCHES board, NWCCD will administer the program for the participants, but there will not be costs associated with its administration. Vice Chair Koltiska requested a motion to ratify the decision to withdraw from the Campbell County BOCHES effective July 1, 2023. Trustee Leibrich moved, and Trustee Swanson seconded the motion. There were no further questions. The motion carried.

**16. Adjourn**

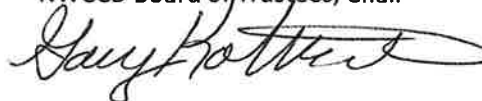
Vice Chair Koltiska adjourned the meeting at 6:57 p.m. The next Regular Meeting of the NWCCD Board of Trustees is on Tuesday, August 16, 2022 in the Whitney Center for the Arts Room 235 at 6:30 p.m.

Respectfully Submitted:



Norleen Healy  
NWCCD Board of Trustees, Secretary

~~Debra Wendtland~~ Vice  
NWCCD Board of Trustees, Chair



Gary Koltiska