



EWC Board of Trustees Meeting Work Session

Minutes

Eastern Wyoming College
Dec 12, 2023 at 4:00 PM MST

Attendance

Present:

Members: Randy Adams, Bob Baumgartner, Doug Mercer, Kurt Sittner, Jackie VanMark, Rick Vonburg, Jim Willox

Guests: Brittany Wilson, MHP LLC, CPA Firm

Absent:

Members: Katherine Patrick

I. Call the Work Session to Order - Chairman Bob Baumgartner

- Dr. Hawes spoke about the Sodexo contract . The College staff met with Sodexo last Friday in a question and answer session. Dr. Hawes will keep the Board updated on the progress on the Sodexo contracts.
- One of the areas in the audit discussion tonight will be on the financial application - FISAP, validating Title IV and GLBA.
- The Board redacted the majority of the Board Policy 7.0. Parker and Poe and the EWC IT department have rebuilt the entire policy.
- Mr. Wilkes is auditing the books and working on the final numbers on the water damage to CTEC. Mr. Korell stated the amount came to approximate \$266,000, and the College will be putting a demand letter together. All the construction work is complete and compaction studies have been run. We do have a record of internal time spent on the project, along with the legal work incurred.

II. Approval of the December 12, 2023 Work Session Agenda

Motion to approve the December 12, 2023 Work Session Agenda:

Motion moved by Doug Mercer and motion seconded by Rick Vonburg. Motion passed.

III. Approval of the November 16, 2023 Work Session Minutes

Motion to approve the November 16, 2023 Work Session Minutes:

Motion moved by Kurt Sittner and motion seconded by Rick Vonburg. Motion passed.

IV. Audit Review and Summary - Ms. Brittany Wilson, McGee, Hearne & Paiz, LLP

Ms. Brittany Wilson from McGee, Hearne & Paiz, LLP presented a PowerPoint presentation and handouts on the 2023 EWC Financial and Compliance Report.

V. Election of New Officers

- Mr. Baumgartner nominated Ms. Van Mark as the new Board of Trustees Chairperson. Mr. Adams seconded the nomination. Nomination passed.

- Mr. Baumgartner nominated Mr. Sittner for Vice Chairperson. Mr. Sittner declined due to other commitments. Ms. Van Mark nominated Mr. Vonburg. Mr. Adams seconded the nomination. Nomination passed.
- Mr. Baumgartner renominated Trustee Adams to remain the Board Secretary. Ms. Van Mark seconded the nomination. Nomination passed.
- Mr. Adams nominated Ms. Patrick as the Board Treasurer. Ms. Van Mark seconded the nomination. Nomination passed.

VI. Discussion and appointment of new representatives to the EWC Foundation Board.

- The Board of Trustees may have up to three representatives serve on the Foundation Board of Directors, which are appointed annually at the December organizational meeting.
- Mr. Baumgartner stated he will step down from one of the Trustee representatives, as Ms. Van Mark will take his place. Mr. Adams renominated Mr. Vonburg and Mr. Sittner to remain on the Foundation. Mr. Sittner seconded the nomination. Nomination passed.

VII. Discussion and appointment of a Trustee to the Board of Cooperative Educational Service (BOCES).

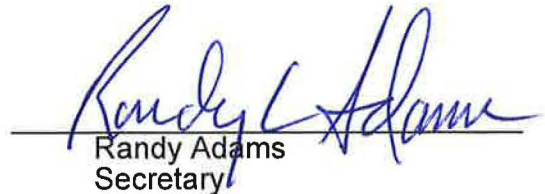
The Board of Trustees must appoint a Trustee representative to the Board of Cooperative Educational Service (BOCES). Trustee Patrick is the current representative. Mr. Baumgartner moved to keep Trustee Patrick as the BOCES representative for the College. Trustee Vonburg seconded the nomination. Nomination passed.

VIII. Disclosure of banks and other institutions for Trustees.

All public servants or officers must disclose the banks or other institutions in which they have an account where the institution transacts business with Eastern Wyoming College. The forms were completed at the meeting and returned to Sally Watson.

IX. Work Session adjourned at 5:03pm


 Jackie Van Mark
 Chair person


 Randy Adams
 Secretary


 Sally Watson
 Executive Assistant