

**EASTERN WYOMING COLLEGE BOARD OF TRUSTEES WORK SESSION
MEETING MINUTES**

Tuesday, December 10, 2024
EWC Dolores Kaufman Board Room

Attendance Present: Jackie VanMark, Randy Adams, Doug Mercer, Kurt Sittner, Bob Baumgartner, Rick Vonburg, Katherine Patrick, and Jim Willox

Guests: Brittany Wilson, MHP, and Jordyn Surber, Attorney

1. **Chairman Van Mark called the meeting to order.**
2. **Approval of the Work Session Agenda**
Recommended Motion: To approve the Work Session Agenda
Moved by Bob Baumgartner. Seconded by Rick Vonburg. Motion carried.
3. **Audit Review and Summary: Ms. Brittany Wilson, McGee, Hearne & Paiz, LLP:**

Ms. Wilson provided a PowerPoint presentation and handouts on the "Report to the Trustees" Regarding the Financial Compliance Audit for the year ending June 30, 2024, and the EWC Financial and Compliance Report June 30, 2024 and 2023.

The college received an unmodified or clean opinion on its financial statements. The audit identified a material weakness related to the recognition of revenue from the Wyoming Innovation Partnership (WIP) grant, which required deferring approximately \$1.4 million in revenue to match expenses incurred. Two findings were noted in the student financial aid programs related to enrollment reporting and an overstated amount on the FISAP report. The college resolved prior year findings in several areas, demonstrating improvements. Overall, the audit went well despite some areas for potential improvement, thanks to the work of the college's finance team.

4. **Fall Board Retreat (Part 2): Trustee Discussion regarding Priorities for FY26-FY30 Strategic Plan: Dr. Kimberly Dale:**

Dr. Dale presented a PowerPoint presentation and provided a handout to the trustees on Project Charter - Envision 2030 Strategic Master Plan Development.

Dr. Kim Dale discussed the strategic planning process at Eastern Wyoming College. She introduced the concept of a project charter, a tool used to outline the scope, goals, and timeline of a project. The team has been working on a strategic plan, with the aim to have it completed by June 30th. They also discussed the importance of communication strategies and the need for a comprehensive list of stakeholders. The team is planning to send out a survey to gather feedback from students, employees, and community members. The Board was encouraged to provide input on where the college should focus its resources to best cultivate students, communities, and college operations/employees.

5. **Informational Only - Disclosure of Banks and Other Institutions for Trustees.**
All public servants and officers must disclose the banks or other institutions in which they have an account where the institution transacts business with Eastern Wyoming College.
6. **Adjournment**



Jackie Van Mark, Chairman



Randy Adams, Secretary



Sally Watson, Executive Assistant