

NICOLET COLLEGE DISTRICT BOARD
ANNUAL ORGANIZATIONAL MEETING

Meeting Minutes
Monday, July 8, 2024
4:30 p.m.

CALL TO ORDER/OPEN MEETING STATEMENT

Board Chair Lazear called the meeting to order at 4:32 p.m.

ROLL CALL

Board members present: Eric Burke, Abbey Dall, Bob Egan, Dianne Lazear, Bob Martini, Joe Salzer, Melinda Young (joined at 4:40)

EXCUSED: Stephanie Byers, Bob Mott

Also present: Kate Ferrel, Michelle Hartness, Christin Van Kauwenberg, Ellen Mathein, Tabitha Wilson, Jenna Jirik, Kelly Stebbeds, Heather Schallock, Kristina Aschenbrenner, Jeremy VanCamp, Al Javoroski, Pete Vanney, Lisa Young, Cindy Domaika, Gary Zarda, Laura Wind-Norton

Recorder: Kris Peeters

Notice of the meeting was provided to the media and posted.

PUBLIC INPUT

Peeters reported there were no requests for public input.

4. APPROVAL OF AGENDA

MOTION: MARTINI MADE A MOTION, SECONDED BY DALL, THAT THE NICOLET COLLEGE BOARD OF TRUSTEES APPROVE THE AGENDA AS PRESENTED, MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

5. Introduction of Board Members and Oath of Office

Chair Lazear proceeded to administer the oath of office for Trustees Bob Egan and Eric Burke. Stephanie Byer's Oath of Office will be done online.

6. Election of Officers

Chair Lazear called for nominations for the positions of Board Chair, Vice Chair, Secretary, and Treasurer.

ELECTION OF CHAIRPERSON – **MOTION:** EGAN MADE A MOTION TO APPOINT ABBEY DALL TO FILL THE CHAIRPERSON POSITION, TERM ENDING JUNE 30, 2025, MOTION SECONDED BY MARTINI. MOTION BY MARTINI TO CLOSE THE NOMINATIONS FOR CHAIRPERSON. MOTION SECONDED BY BURKE. ROLL CALL VOTE FOR ABBEY DALL AS CHAIRPERSON: BURKE– YES; EGAN – YES; DALL – YES, LAZEAR – YES, MARTINI – YES, SALZER – YES, YOUNG – YES. MOTION CARRIED UNANIMOUSLY ON A ROLL CALL VOTE.

ELECTION OF VICE CHAIRPERSON – **MOTION:** LAZEAR MADE A MOTION TO APPOINT BOB MARTINI TO FILL THE VICE CHAIRPERSON POSITION, TERM ENDING JUNE 30, 2025, MOTION SECONDED BY EGAN. MOTION BY SALZER TO CLOSE THE NOMINATIONS FOR VICE CHAIRPERSON. MOTION SECONDED BY BURKE. ROLL CALL VOTE FOR BOB MARTINI AS VICE CHAIRPERSON: BURKE– YES; EGAN – YES; DALL – YES, LAZEAR – YES, MARTINI – YES, SALZER – YES, YOUNG – YES. MOTION CARRIED UNANIMOUSLY ON A ROLL CALL VOTE.

ELECTION OF SECRETARY – **MOTION:** YOUNG MADE A MOTION TO APPOINT STEPHANIE BYERS TO FILL THE SECRETARY POSITION, TERM ENDING JUNE 30, 2025, MOTION SECONDED BY MARTINI. MOTION BY LAZEAR TO

CLOSE THE NOMINATIONS FOR SECRETARY. MOTION SECONDED BY SALZER. ROLL CALL VOTE FOR STEPHANIE BYERS AS SECRETARY: BURKE– YES; EGAN – YES; DALL – YES, LAZEAR – YES, MARTINI – YES, SALZER – YES, YOUNG – YES. MOTION CARRIED UNANIMOUSLY ON A ROLL CALL VOTE.

ELECTION OF TREASURER – **MOTION:** MARTINI MADE A MOTION TO APPOINT BOB MOTT TO FILL THE TREASURER POSITION, TERM ENDING JUNE 30, 2025, MOTION SECONDED BY DALL. MOTION BY SALZER TO CLOSE THE NOMINATIONS FOR TREASURER. MOTION SECONDED BY BURKE. ROLL CALL VOTE FOR BOB MOTT AS TREASURER: BURKE– YES; EGAN – YES; DALL – YES, LAZEAR – YES, MARTINI – YES, SALZER – YES, YOUNG – YES. MOTION CARRIED UNANIMOUSLY ON A ROLL CALL VOTE.

APPROVAL OF CONSENT AGENDA

7. Approval of the Minutes of the District Board Special Meeting on June 13, 2024
8. Approval of the Minutes of the Public Hearing on the Proposed 2024-25 Budget on June 18, 2024
9. Approval of the Minutes of the Regular District Board Meeting on June 18, 2024
10. Ratification of HSED Contracts and Credit-Based High School Program Contracts #No Contracts
11. Ratification of Business, Industry, and Government Contracts
12. Recap of Expenses, Status of College Accounts, Operational Cost Recap of Expenses, and Approval of Bills Payable: Due to the early date for the July Board of Trustee Organizational Meeting, the July check register is the only attachment for this month. Additional July financials will be presented at the August Board of Trustee meeting.
13. Employee Hires and Exits, June – July 2024

MOTION: LAZEAR MADE A MOTION, SECONDED BY MARTINI, THAT THE NICOLET COLLEGE BOARD OF TRUSTEES APPROVE THE CONSENT AGENDA ITEMS 7-13. MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.

14. **WeSay@Nicolet Briefing:** Jeremy VanCamp, Director of Human Resources/Title IX Coordinator, briefed the Board on preliminary results of the WeSay@Nicolet 2024 Survey.
15. **Three-Year Facilities Planning Guide Approval:** Pete Vanney, Director of Facilities, presented an overview of the Nicolet College Three-Year Facilities Plan and asked for the Board’s approval to submit the plan to the Wisconsin Technical College System State Board.

MOTION: MARTINI MADE A MOTION, THAT THE NICOLET COLLEGE BOARD OF TRUSTEES APPROVE THE 2024-25 THREE-YEAR FACILITIES PLANNING GUIDE. MOTION SECONDED BY DALL. ROLL CALL VOTE TO APPROVE THE 2024-25 THREE-YEAR FACILITIES PLANNING GUIDE. BURKE– YES; EGAN – YES; DALL – YES, LAZEAR – YES, MARTINI – YES, SALZER – YES, YOUNG – YES. MOTION CARRIED UNANIMOUSLY ON A ROLL CALL VOTE.

16. **Environmental Scan:** Christin Van Kauwenberg, Director of Business Intelligence, provided a Summer 2024 data briefing.

17. **DISTRICT BOARDS ASSOCIATION COMMITTEE APPOINTMENTS**

The following Board Members offered to serve as representatives on the District Boards Association Committees for 2024-2025.

- Board of Director Member (2024-2026) – Dall
- External Partnerships – Martini
- Internal Best Practices – Lazear

18. **Board Policy:** President Ferrel updated the Board on Board Policy review process.

19. **Numbering incorrect on agenda.** #19 missed.

20. **Items for Information Only – Not for Board Action**

- * Health Insurance follow-up from Kristina Aschenbrenner, Vice President of Administration

August | September

- Board and Staff Planning Session – Red Oak Building, Room 202. Thursday, August 7, 2024, from 8:30 am – 2:00 pm
- Annual Conflict of Interest Statement for 2024-2025 distributed to Board Members for signatures
- District Boards Association is sponsoring a 2-day ACCT Trustee Leadership training in Wisconsin. Registrations are paid by DBA. Place and dates to be announced.

2024 Board Meeting Schedule

- August 20
- September 17
- October 15 (may need to flex to October 22 or 29 due to Tax Levy timing.)
- November 19
- December 17

2025 Board Meeting Schedule

- January 21
- February 18
- March 18
- April 15
- May 20
- June 17
- July 7 - Annual Organizational Mtg

STATEMENT OF UNDERSTANDING

- Survey/email to set up a meeting for either July 29 or 30 and work on 4.0 Board Policies. Need to be approved before August 1. Kristina will lead this work.
- The committee for 2.17 will also have to reconvene.

ADJOURNMENT

LAZEAR MOVED TO ADJOURN THE MEETING, SECONDED BY YOUNG. THE MEETING ADJORNED AT 6:35 P.M.
MOTION CARRIED UNANIMOUSLY ON A VOICE VOTE.