

**Meeting Minutes --- Board of Directors
February 7, 2018**

I. Call to Order: The meeting was called to order by Vice Chairman Gensheimer at 8:07 a.m.

II. Roll Call: The following members were present: Director Gensheimer, Director F. McDonald, Director Miller and Director Talburtt. Present Via Phone: Director Richards-Schuster. Late: Director Milshteyn. Absent: Director Johnson, Director G. McDonald and Director White.

III. Public/Staff Communications: There were no public communications. Mona Moorman introduced Kim Rose-Webb the new teacher consultants for WTMC to the board. Kim is a shared time employee with the Ypsilanti Community Schools and spends three days at WTMC and two days with Ypsilanti Community Schools. The consultants spoke about how we transition students from our high school program to the community college.

IV. Approval of the Consent Agenda: Director Miller moved and Director F. McDonald seconded the approval of the consent agenda. Items included in the consent agenda are the meeting agenda, minutes for December 7, 2017 and the financial report for November 2017 and December 2017 financial report. Motion carries unanimously.

V. Old Business: Director Miller moved that we accept UHY, depending on the outcome of some answers she requested, as our new auditor for the years 2018-2021 based on the bids received. Should the answers from UHY not satisfy her she recommends that we continue to use Yeo and Yeo as our auditor. Director Milshteyn seconded the motion. Motion carries unanimously.

VI. Administrative Report: There was discussion regarding the job descriptions for two new positions to be created at the Middle College. Director Talburtt suggested that we look to Greenhills to copy their organizational chart for administration responsibilities. One position will be for Assistant Dean of Student Affairs and the second is for the Director of the CORE garden. The posting of these positions will take place in April. Dean Covert told of his plans to buy 60 computers and carts to carry these for use as portable computer labs for wtmc. This expenditure will show up on the budget amendment in April.

VIII. Adjournment: Director Talburtt moved and Director Richards-Schuster seconded that the meeting be adjourned. Motion carries unanimously. Vice Chairman Gensheimer adjourned the meeting at 9:35 a.m.

Respectfully submitted by: _____

Alex Milshteyn

Secretary, WTMC Board of Directors