

**PROCEEDINGS OF THE BOARD MEETING OF THE  
LAKESHORE TECHNICAL COLLEGE DISTRICT BOARD  
LTC Cleveland, Lakeshore Conference Room  
July 10, 2017**

Board Present: Hildebrandt, Kluss, Lukas, Vasquez, Sheehan, Pohlman, Parrish, Wyatt, Rooney  
Board Absent:

Staff Present: Carlsen, Soodsma, Thillman, Gossen, Mirecki, Kotajarvi, Abts, Staszak, Sauer,  
Euclide, Zahn, O'Connell, Dodge

**Call to Order**

The meeting of the Lakeshore Technical College District Board was called to order by Vice Chair John Lukas at 3:30 p.m. It was reported that this meeting had been publicized in accordance with requirements of the Wisconsin Open Meeting Law.

**Oath of Office**

In accordance with Section 19.01 of the Wisconsin Statutes, a printed copy of the oath of office was given to Don Pohlman, Kim Rooney and John Wyatt who were sworn into office by Board Member John Lukas. The documents were signed and notarized.

**Public Input**

No public input was provided.

**Connections**

The Board discussed ways in which they connected with the College and the community. Joe Sheehan arrived at 3:36 pm.

**Approval of Minutes**

IT WAS MOVED BY ROY KLUSS AND SECONDED BY DON POHLMAN TO APPROVE THE MINUTES FOR THE JUNE 21, 2017 BOARD MEETING AS PRESENTED. Motion unanimously carried.

**Linking and Learning**

Each year the college submits its Comprehensive Annual Financial Report (CAFR) to the Government Finance Officers Association of the United States and Canada (GFOA) for review and grading by its award committee. The college's 2016 annual report was awarded the Certificate of Achievement for Excellence in Financial Reporting. An Award of Financial Reporting Achievement was presented to Molly O'Connell.

**Organizational Business**

John Lukas declared the meeting open for nominations for Board Officer positions.

IT WAS MOVED BY DON POHLMAN AND SECONDED BY LOIS VASQUEZ TO NOMINATE JOHN LUKAS FOR LAKESHORE TECHNICAL COLLEGE BOARD CHAIR FOR 2017-18.

No other nominations were provided, nominations closed.

IT WAS MOVED BY ROY KLUSS AND SECONDED BY JIM PARRISH TO ELECT JOHN LUKAS FOR DISTRICT BOARD CHAIR FOR 2017-18. Motion unanimously carried.

IT WAS MOVED BY JOE SHEEHAN AND SECONDED BY LOIS VASQUEZ TO NOMINATE ROY KLUSS FOR LAKESHORE TECHNICAL COLLEGE BOARD VICE-CHAIR FOR 2017-18.

No other nominations were provided, nominations closed.

IT WAS MOVED BY JIM PARRISH AND SECONDED BY JOHN WYATT TO ELECT ROY KLUSS FOR DISTRICT BOARD VICE-CHAIR FOR 2017-18. Motion unanimously carried.

IT WAS MOVED BY DON POHLMAN AND SECONDED BY ROY KLUSS TO NOMINATE LOIS VASQUEZ FOR LAKESHORE TECHNICAL COLLEGE BOARD SECRETARY/TREASURER FOR 2017-18.

No other nominations were provided, nominations closed.

IT WAS MOVED BY ROY KLUSS AND SECONDED BY DON POHLMAN TO ELECT LOIS VASQUEZ FOR DISTRICT BOARD SECRETARY/TREASURER FOR 2017-18. Motion unanimously carried.

A discussion was held regarding publication of legal notices and minutes and the associated costs. IT WAS MOVED BY VICKY HILDEBRANDT AND SECONDED BY LOIS VASQUEZ TO DESIGNATE THE HERALD TIMES REPORTER AS THE OFFICIAL NEWSPAPER FOR 2017-18. Motion unanimously carried.

IT WAS MOVED BY JIM PARRISH AND SECONDED BY KIM ROONEY TO APPROVE THAT THE LAKESHORE TECHNICAL COLLEGE DISTRICT BOARD PURCHASE NEW SIGNATURE PLATES FOR BOARD OFFICERS AS NECESSARY AND CONTINUE USE OF CURRENT PLATES UNTIL THE NEW PLATES ARRIVE. Motion unanimously carried.

### **Board Representation**

The following assignments were made to represent Lakeshore Technical College at tax incremental financing joint finance review board meeting(s) for 2017-18.

| <b>Tax Incremental Financing Assignments</b> |                                     |
|--|-------------------------------------|
| <b><i>City/Town/Village</i></b>              | <b><i>Board Member</i></b>          |
| Belgium                                      | Jim Parrish, John Lukas             |
| Cascade                                      | Jim Parrish, John Lukas             |
| Cleveland                                    | Vicky Hildebrandt, John Lukas       |
| Howards Grove                                | Roy Kluss, Don Pohlman              |
| Kellnersville                                | Lois Vasquez, John Lukas            |
| Kiel, Elkhart Lake                           | Vicky Hildebrandt, John Wyatt       |
| Manitowoc, Two Rivers                        | Don Pohlman, John Lukas             |
| Mishicot                                     | Kim Rooney, John Lukas              |
| Plymouth                                     | John Wyatt, Vicky Hildebrandt       |
| Oostburg                                     | Jim Parrish, Don Pohlman            |
| Random Lake                                  | Jim Parrish, Joe Sheehan            |
| St. Nazianz, Valders                         | Lois Vasquez, Kim Rooney            |
| Sheboygan, Sheboygan Falls                   | Jim Parrish, Roy Kluss, Joe Sheehan |
| Whitelaw                                     | Lois Vasquez, John Lukas            |

The following assignments were made to represent LTC on the Wisconsin Technical College District Boards Association standing committees for 2017-18.

| <b><i>WTC District Boards Association<br/>Standing Committee Assignments</i></b> |   |
|--|---|
| Delegate to the Board of Directors   | John Lukas, Roy Kluss                             |
| External Partnerships Committee  | Jim Parrish, Vicky Hildebrandt, Don Pohlman       |
| Internal Best Practices Committee  | Jim Parrish, Kim Rooney, Lois Vasquez, John Lukas |
| Bylaws, Policies and Procedures Committee  | John Wyatt, Lois Vasquez                          |
| Awards Committee   | Roy Kluss   |

The following assignments were made to contact district legislators as needed in 2017-18.

| <b><i>Legislative Contacts</i></b> |  |
|------------------------------------|--|
| Sen. Devin LeMahieu                | Roy Kluss, Jim Parrish, Joe Sheehan, Don Pohlman |
| Rep. Paul Tittl                    | Kim Rooney, Lois Vasquez, John Lukas             |
| Rep. Terry Katsma                  | John Wyatt, Don Pohlman, Joe Sheehan             |
| Rep. Tyler Vorpapel                | Roy Kluss, Vicky Hildebrandt, Don Pohlman        |
| Sen Frank Lasee                    | John Wyatt, John Lukas                           |
| Rep. Andre Jacque                  | Kim Rooney, Lois Vasquez, John Lukas             |
| Rep. Jesse Kremer                  | Vicky Hildebrandt                                |

### **Board Policy Review Schedule**

Board members signed up to review board policies as outlined on the Board Policy Review Schedule.

### **Information/Discussion**

Dr. Carlsen reported on his recent activities and gave an operational report.

The District Boards Association future meetings and activities were discussed.

### **Other Business**

Board members identified items to be included on future board meeting agendas. Agenda items for the August 16, 2017 Board meeting were discussed.

### **Adjourn**

IT WAS MOVED BY JIM PARRISH AND SECONDED BY ROY KLUSS TO ADJOURN. The motion was unanimously carried and the meeting was adjourned at 4:46 pm.

Respectfully submitted,

Lois Vasquez  
Secretary/Treasurer