

**PROCEEDINGS OF THE BOARD MEETING OF THE  
LAKESHORE TECHNICAL COLLEGE DISTRICT BOARD  
LTC Cleveland – Gus & Lorraine Lukas Conference Room  
Virtual via BlueJeans  
June 16, 2021**

Board Present: Lukas, Wyatt, Pohlman, Nichter (virtually), Parrish, Rooney  
Board Absent: Trimberger, Kluss  
Staff Present: Carlsen, Soodsma, Riesterer, Liphart, Lemerond, Abts, Wasmer, Sturm  
Guests: Brauer

**Call to Order**

The meeting of the Lakeshore Technical College Board was called to order by Board Vice Chair, Don Pohlman, at 3:00 pm. It was reported this meeting had been publicized in accordance with requirements of the Wisconsin Open Meeting Law.

**Approval of Minutes**

IT WAS MOVED BY JIM PARRISH AND SECONDED BY KIM ROONEY TO APPROVE THE MINUTES FROM THE MAY 19, 2021 BOARD MEETING AS PRESENTED. MOTION UNANIMOUSLY CARRIED.

**Recognition of James Parrish**

James Parrish was recognized for his service on the Board for two terms. Lukas arrived at 3:06 pm.

**Public Input**

No public comment was provided.

**Policy Governance**

**Board Education**

Tanya Wasmer, VP of Strategy and Outreach, provided an update on Title III grant activities.

**President's Update**

President Paul Carlsen provided an update on LTC operations and his activities.

**Board Officer Discussion**

Board members had the opportunity to discuss the election of Board officers for 2021-22 which will take place at the July Board meeting.

**Board Meeting Schedule**

Heidi Soodsma, Executive Assistant to the President, provided an overview of the 2021-22 Board meeting schedule.

**Important Board Dates**

Heidi Soodsma reviewed important upcoming dates.

**Board Communication Portal**

Heidi Soodsma provided an update on the development of a new Board Portal.

**Future Board Meetings**

Board members discussed future Board meetings delivery mode. The decision was made to provide a virtual option solely for the Board and the College President, if needed, with all other attendees being in-person.

### **Updated Institutional Measurements of College Success**

President Carlsen shared with the Board the institutional measurements of college success.

### **Instruction: Program Viability**

James Lemerond, VP of Instruction, provided an overview of program viability.

### **Administration: For Information**

Brenda Riesterer, VP of Administration, gave an update on the planned uses of the HEERF III Stimulus Funding.

### **Administration: For Approval**

IT WAS MOVED BY JIM PARRISH AND SECONDED BY JOHN WYATT TO APPROVE THE RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$500,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2021B; AND SETTING THE SALE THEREOF. Roll call vote: Nichter, aye; Parrish, aye; Wyatt, aye; Trimberger, absent; Kluss, absent; Pohlman, aye; Lukas, aye; Rooney, aye. Motion unanimously carried.

IT WAS MOVED BY JOHN WYATT AND SECONDED BY KIM ROONEY TO APPROVE THE 2021-22 PLAN AND BUDGET as presented. Roll call vote: Nichter, aye; Parrish, aye; Wyatt, aye; Trimberger, absent; Kluss, absent; Pohlman, aye; Lukas, aye; Rooney, aye. Motion unanimously carried.

### **Consent Agenda**

IT WAS MOVED BY JOHN LUKAS AND SECONDED BY JOHN WYATT TO APPROVE THE CONSENT AGENDA INCLUDING: MONTHLY PERSONNEL REPORT, CONTRACTS WITH EMPLOYERS TO PROVIDE CUSTOMIZED TRAINING, VENDORS PAID IN EXCESS OF \$2,500, COLLEGE FINANCIAL POSITION, YOUTH AND REGISTERED APPRENTICESHIPS BOARD MONITORING REPORT, AND LONG-TERM FACILITIES PLAN. Roll call vote: Nichter, aye; Parrish, aye; Wyatt, aye; Trimberger, absent; Kluss, absent; Pohlman, aye; Lukas, aye; Rooney, aye. Motion unanimously carried.

**Board members had an opportunity to discuss District Boards Association and Association of Community College Trustees activities.**

**Board members had an opportunity to identify items for future Board agendas.**

### **Closed Session**

IT WAS MOVED BY JOHN LUKAS AND SECONDED BY KIM ROONEY TO CONVENE IN CLOSED SESSION PURSUANT TO SECTION 19.85(1)(C)\* OF THE WISCONSIN STATUTES FOR THE PURPOSE THE ANNUAL PERFORMANCE EVALUATION OF THE PRESIDENT. THE BOARD SHALL RECONVENE IN OPEN SESSION TO TAKE ANY REQUIRED ACTION AND COMPLETE THE MEETING AGENDA. Roll Call Vote: Nichter, aye; Parrish, aye; Wyatt, aye; Trimberger, absent; Kluss, absent; Pohlman, aye; Lukas, aye; Rooney, aye. Motion unanimously carried. The Board convened in closed session at 4:41 pm.

\*Exemption (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

### **Open Session**

IT WAS MOVED BY JOHN LUKAS AND SECONDED BY KIM ROONEY TO MOVE TO OPEN SESSION AND COMPLETE THE MEETING AGENDA. Roll Call Vote: Nichter, aye; Parrish, aye; Wyatt, aye; Trimberger,

absent; Kluss, absent; Pohlman, aye; Lukas, aye; Rooney, aye. Motion unanimously carried. The Board convened in open session at 5:26 pm.

The Board gave Dr. Paul Carlsen a favorable review.

IT WAS MOVED BY JIM PARRISH AND SECONDED BY KIM ROONEY TO APPROVE AN INCREASE OF 2% IN PRESIDENT CARLSEN'S BASE SALARY IN ALIGNMENT WITH THE INCREASE GRANTED ACROSS THE REST OF THE STAFF OF THE COLLEGE TO MATCH CPI AND HIS FAVORABLE EVALUATION. Roll Call Vote: Kluss, absent; Lukas, aye; Nichter, aye; Parrish, aye; Pohlman, aye; Trimberger, absent; Rooney, aye, and Wyatt, aye. Motion unanimously carried.

**Adjourn**

IT WAS MOVED BY JIM PARRISH AND SECONDED BY KIM ROONEY TO ADJOURN. Motion unanimously carried. The meeting was adjourned at 5:30 pm.

Respectfully submitted,

John Wyatt  
Board Secretary/Treasurer