



**PROCEEDINGS OF THE BOARD MEETING OF THE  
LAKESHORE TECHNICAL COLLEGE DISTRICT BOARD**

**Lakeshore Technical College, Lakeshore Conference Room, Cleveland, WI  
June 19, 2019**

Board Present: Vasquez, Lukas, Wyatt, Rooney, Parrish, Hildebrandt, Pohlman, Kluss  
Board Absent: Trimberger  
Staff Present: Carlsen, Soodsma, Riesterer, Mirecki, Lemerond, Beaudoin, Liphart  
Guests Present: Burns

**Call to Order**

The meeting of the Lakeshore Technical College District Board was called to order by Board Chair, John Lukas at 3:00 p.m. It was reported this meeting had been publicized in accordance with requirements of the Wisconsin Open Meeting Law.

**Closed Session**

IT WAS MOVED BY ROY KLUSS AND SECONDED BY LOIS VASQUEZ TO MOVE TO CLOSED SESSION PURSUANT TO SECTIONS 19.85(1)(C)\* OF THE WISCONSIN STATUTES FOR THE PURPOSE OF MANAGEMENT EMPLOYEE PERFORMANCE UPDATE. Roll call vote: Hildebrandt, aye; Kluss, aye; Lukas, aye; Parrish, aye; Pohlman, aye; Trimberger, absent; Rooney, aye; Vasquez, aye; and Wyatt, aye. Motion unanimously carried. The Board convened in closed session at 3:01 p.m.

\*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 WYATT AND SECONDED BY ROY KLUSS TO MOVE TO OPEN SESSION AND COMPLETE THE MEETING AGENDA. Roll call vote: Hildebrandt, aye; Kluss, aye; Lukas, aye; Parrish, aye; Pohlman, aye; Trimberger, absent; Rooney, aye; Vasquez, aye; and Wyatt, aye. Motion unanimously carried. The Board convened in open session at 3:24 p.m.

**Public Input**

No public input was given.

**Approval of Minutes**

IT WAS MOVED BY JIM PARRISH AND SECONDED BY KIM ROONEY TO APPROVE THE MINUTES FROM THE MAY 15, 2019 BOARD MEETING AS PRESENTED. Motion unanimously carried.

**Consent Agenda**

IT WAS MOVED BY DON POHLMAN AND SECONDED BY ROY KLUSS TO APPROVE THE CONSENT AGENDA INCLUDING: May 2019 PERSONNEL, SERVICE CONTRACTS, PAYMENTS OVER \$2,500, AND FINANCIAL MONITORING REPORTS. Motion unanimously carried.

**Policy Governance**

**Connections**

The Board discussed ways in which they connected with the college and the community.

**President's Update**

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

### **2019-20 Board Officer Discussion**

Board members had the opportunity to discuss potential 2019-20 Board Officers.

### **2019-20 Board Meeting Schedule**

Board members had the opportunity to discuss and review the 2019-20 Board meeting schedule. The October 2019 scheduled Board meeting conflicts with ACCT Leadership Congress. Board members will be surveyed on alternative date in October.

### **Board Monitoring Report**

Jim Lemerond, Vice President of Instruction presented the Workforce Solutions Board monitoring report.

### **DBA and ACCT**

Board members had the opportunity to discuss activities with the District Boards Association and the Association of Community College Trustees. Board members approved the recommendation to nominate Dan Hartwig, Manitowoc County Sheriff for the District Boards Association Distinguished Alumni Nomination.

## **Matters of Discussion and/or Approval**

### **Administrative Reports**

#### **Approve the 2019-20 Plan and Budget**

IT WAS MOVED BY JOHN WYATT AND SECONDED BY JIM PARRISH TO APPROVE THE 2019-20 ANNUAL PLAN AND BUDGET AS PRESENTED. Roll call vote: Hildebrandt, aye; Kluss, aye; Lukas, aye; Parrish, aye; Pohlman, aye; Trimberger, absent; Rooney, aye; Vasquez, aye; and Wyatt, aye. Motion unanimously carried.

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

### **Closed Session**

IT WAS MOVED BY ROY KLUSS AND SECONDED BY KIM ROONEY TO MOVE TO CLOSED SESSION PURSUANT TO SECTIONS 19.85(1)(C)\* OF THE WISCONSIN STATUTES FOR THE PURPOSE OF THE ANNUAL PERFORMANCE EVALUATION OF THE PRESIDENT. Roll call vote: Hildebrandt, aye; Kluss, aye; Lukas, aye; Parrish, aye; Pohlman, aye; Trimberger, absent; Rooney, aye; Vasquez, aye; and Wyatt, aye. Motion unanimously carried. The Board convened in closed session at 4:27 p.m.

\*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 JIM PARRISH AND SECONDED BY ROY KLUSS TO MOVE TO OPEN SESSION AND COMPLETE THE MEETING AGENDA. Roll call vote: Hildebrandt, aye; Kluss, aye; Lukas, aye; Parrish, aye; Pohlman, aye; Trimberger, absent; Rooney, aye; Vasquez, aye; and Wyatt, aye. Motion unanimously carried. The Board convened in open session at 5:23 pm

The Board gave Dr. Paul Carlsen a favorable review.

IT WAS MOVED BY ROY KLUSS AND SECONDED BY JOHN WYATT AND WAS MUTUALLY AGREED UPON BY PRESIDENT CARLSEN TO APPROVE A 1% BASE PAY RAISE FOR CARLSEN EFFECTIVE JULY 1, 2019.

THIS BASE PAY INCREASE IS BASED ON SECTION FOUR OF CARLSEN'S CURRENT EMPLOYMENT AGREEMENT. IN THE EVENT BUDGET CONDITIONS CHANGE AND AN INCREASE IS PROVIDED MID-YEAR TO ALL DISTRICT EMPLOYEES, CARLSEN'S BASE PAY WILL INCREASE PER THE SAME PERCENTAGE UNDER THE SAME TERMS. Roll call vote: Hildebrandt, aye; Kluss, aye; Lukas, aye; Parrish, aye; Pohlman, aye; Trimberger, absent; Rooney, aye; Vasquez, aye; and Wyatt, aye. Motion unanimously carried.

**Adjourn**

IT WAS MOVED BY ROY KLUSS AND SECONDED BY KIM ROONEY TO ADJOURN. The motion was unanimously carried. The meeting was adjourned at 5:28 pm.

Respectfully submitted,

Lois Vasquez  
Board Secretary/Treasurer