

**Washtenaw Technical Middle College
Meeting Minutes – WMTTC Board of Directors
September 16, 2020 – GoToMeeting**

I. Call to Order: The meeting was called to order by Chairman White at 8:51 a.m.

II. Roll Call: Chairman White, Director Gensheimer, Director Jackson, Director Miller, Director Milshteyn, Director Peurach, and Director Richards-Schuster

III. Public or Staff Communications: There were none at this meeting.

IV. Updates and Announcements: There were none at this meeting.

V. Consent Agenda: The Meeting Agenda, August Meeting Minutes and Acceptance of the June and July 2020 financial statements were approved. Director Miller moved and Director Milshteyn seconded, the motion carried unanimously.

The Necessary Home Office Equipment funds were approved with a maximum amount of \$2,500 per employee. Director Miller moved and Director Milshteyn seconded, a Roll Call was taken, Director Gensheimer – yea, Director Jackson – yea, Director Johnson – yea, Director Miller – yea, Director Milshteyn – yea, Director Peurach – yea, Director Richards-Schuster – yea, and Chairman White – yea, motion carried unanimously. A list of items and the spending cap was given to each Board and Faculty member.

The BASE Work Bonus was approved with amounts ranging between \$1,100 to \$4,000. The amounts are dependent on how many students are in each staff member's BASE. Director Miller moved and Director Milshteyn seconded, a Roll Call was taken, Director Gensheimer – yea, Director Jackson – yea, Director Johnson – yea, Director Miller – yea, Director Milshteyn – yea, Director Peurach – yea, Director Richards-Schuster – yea, and Chairman White – yea, motion carried unanimously.

The Virtual Pay Bonus of \$1,500 per faculty member was approved. Director Milshteyn moved and Director Miller seconded, a Roll Call was taken, Director Gensheimer – yea, Director Jackson – yea, Director Johnson – yea, Director Miller – yea, Director Milshteyn – yea, Director Peurach – yea, Director Richards-Schuster – yea, and Chairman White – yea, motion carried unanimously.

VI. Committee Reports: Governance Committee, Director Richards-Schuster reported that Dr. Covert had met with Bryan Muthig. Finance Committee, Director Miller discussed with the Board the Cdars Program. She asked the members to approve investigating and looking into other banking options. Director Gensheimer moved and Director Milshteyn seconded, the motion carried unanimously. The Auditors will be presenting the audit findings at our October meeting. The Policy Committee had nothing to report at this meeting.

VII. New Business: Dr. Covert, Staff Overview; the staff is putting in 12 hour days and working hard on their virtual instruction and BASE work. Communications is key with our students. We are not 100% virtual as we have around 75 students attending Learning Labs on campus in the BE building. Each room is supervised by a faculty member. Teaching soft skills is continuing on a virtual basis. The teachers are also giving instruction on the various learning platforms being used like Zoom and Blackboard. State testing for the PSAT and SAT will be held in October. Our current enrollment is around 815 students. We have worked with the WISD on how count day will be conducted in October. Chairman White

announced that the Board would be giving the Fall Bonus of \$1,200 to each faculty member once again this year.

VIII. Adjournment: Chairman White moved to adjourn and Director Jackson seconded, the motion carried unanimously and the meeting was adjourned at 10:01 a.m.