

**Board of Trustees Regular Meeting Minutes**  
**9:00 a.m.**

**Nampa Campus Administrative Building**  
**Suite 201, President's Conference Room**  
**6056 Birch Lane, Nampa, Idaho**

***November 17, 2015***

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**CALL TO ORDER AND VERIFICATION OF QUORUM**

Vice Chair Hurlbutt called the meeting to order at 9:00 a.m. and verified that a quorum of the Board was present.

**ATTENDANCE**

**TRUSTEES:**

Mary Niland – Chair - Excused  
Guy Hurlbutt – Vice Chair  
Stanley Bastian – Secretary/Treasurer  
Mark Dunham  
Emily Walton

**Also present:**

Bert Glandon, President  
David Shellberg, Executive Vice President  
Cheryl Wright, VP Finance and Administration  
Craig Brown, VP Resource Development  
Tony Meatte, Comptroller  
Steve Berenter, Attorney, Hawley Troxell  
Kristin Bjorkman, Attorney, Hawley Troxell  
Kathy Ohnsman, Trustee Liaison

**PLEDGE OF ALLEGIANCE**

#### **INTRODUCTION OF VISITORS**

Mary Jo Hayes, CWI, Director, Financial Services

#### **CALL FOR PUBLIC COMMENT**

None

#### **CONSENT AGENDA**

The Board reviewed the consent agenda items

#### **MINUTES REVIEW**

**M/S DUNHAM/WALTON. MOVE TO APPROVE THE CONSENT AGENDA AS PRESENTED. MOVE TO APPROVE THE MINUTES DATED OCTOBER 29, 2015 AND NOVEMBER 5, 2015 AS PRESENTED. MOVE TO APPROVE THE MINUTES DATED OCTOBER 20, 2015 WITH THE FOLLOWING TWO AMENDMENTS. ON PAGE 3 UNDER COMMUNITY OUTREACH, TRUSTEE BASTIAN'S PRESENTATION TO THE EAGLE CHAMBER IS IN "DECEMBER" AND UNDER CHAIR REPORT, 6<sup>TH</sup> BULLET, CHANGE TRUSTEE HURLBUTT'S NAME TO "THE POLICY COMMITTEE". MOTION PASSED UNANIMOUSLY.**

#### **BOARD COMMITTEE REPORTS**

##### **Finance Committee**

##### **Financials:**

- Cheryl reported on all of the highlighted items in Explanatory Notes.
- Vice Chair Hurlbutt thanked Cheryl and her team for their hard work.

##### **Audited Financial Statement Change:**

- Cheryl explained liability entries regarding PERSI.
- Cheryl requested bound copies be returned to her from the Trustees so they can be reissued with corrected information.

**M/S BASTIAN/DUNHAM. MOVE TO ACCEPT THE CHANGES TO THE PENSION LIABILITY SUBMITTED BY PERSI AND THE SUBSEQUENT REISSUE OF THE FISCAL YEAR 2015 AUDITED FINANCIAL STATEMENTS. MOTION PASSED UNANIMOUSLY.**

##### **Foundation**

- Trustee Dunham asked the CWI Foundation Board members for input on the potential land purchase. There was unanimous support for purchasing the land in Boise. One Board member stated that the College of Western Idaho was established to provide opportunities for Ada and Canyon counties and that our name is the College of Western Idaho, not the College of Nampa. In continued discussion around the specific Rice property, there was support for the due diligence steps. If the due diligence work proved to be a good

purchase, then the consensus was that the College should move forward with the purchase.

- Trustee Bastian asked that the information above be recorded in the minutes.
- Craig gave an update on the Foundation, including the financial statement for last quarter. In the process of growing the Board. There will be five new members starting in January of 2016. Craig encouraged the Board to pass on any contacts to Craig for potential Foundation members.

#### **Community Outreach**

- Trustee Walton updated the Trustees on presentations that have been given to the community including continued discussions with the Mexican Consulate and various Rotary clubs. Trustee Bastian is scheduled to present at Eagle Chamber in December.

#### **Policy**

- Progress is continuing to be made on Policies and Procedures with Trustee Hurlbutt and Lillian Talley regarding governance policies and where they should reside. Trustee Hurlbutt also requested that the committee continue to work on finalizing the process for the President's evaluation and also for the Board's self-evaluation.

#### **PERFORMANCE EVALUATION PROCESS**

- Lillian presented a PowerPoint regarding the concept of differentiated pay. All employees will be informed of this new process. All managers and supervisors will go through extensive training, starting in December of 2015. This will take 12-18 months to roll out completely and thoroughly.
- The Board is supportive with the move toward differentiated pay.

#### **COMPREHENSIVE STRATEGIC PLAN UPDATE**

- Doug DePriest gave an update on where we are with the Comprehensive Strategic Plan and Eva Klein consultants. The Executive Team will be meeting with Eva Klein and the Board will be updated again at the next Board meeting on December 7, 2015.
- Trustee Walton is working on a Mission Statement and will forward to the Board.
- Vice Chair Hurlbutt thanked Doug DePriest for all of his hard work on this project.

#### **PERFORMANCE MEASUREMENT REPORT**

##### **PERFORMANCE MEASURES COMPARISON:**

- Doug DePriest presented the Performance Measures Comparison.

##### **STUDENT SUCCESS MEASURES**

- Doug DePriest presented the Student Success Measures.

#### **LUNCH BREAK**

#### **CHAIR REPORT - NO CHAIR REPORT TODAY**

**PRESIDENT'S REPORT**

- Board evaluation, decided to bring back in December or January when all Board members are in attendance.
- Bert gave an update on upcoming calendar events. Kathy will send all calendar events to Trustees.

**EXECUTIVE SESSION**

At 1:05 p.m., VICE CHAIR HURLBUTT MOVED, AND TRUSTEE WALTON SECONDED, THAT THE BOARD, PURSUANT TO IDAHO CODE § 74-206 (1) (b) & (c), CONVENE IN EXECUTIVE SESSION:

- (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student;
- (c) To acquire an interest in real property which is not owned by a public agency;

**THE VOTE TO DO SO BY ROLL CALL:**

- Guy Hurlbutt                      aye
- Mark Dunham                      aye
- Stan Bastian                      aye
- Emily Walton                      aye

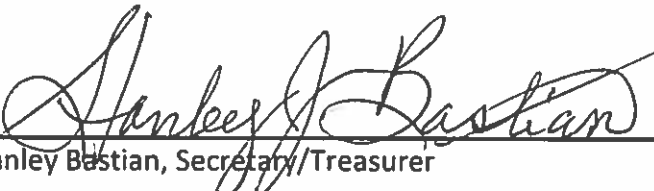
The Board returned to public session at 2:00 p.m.

**QUARTERLY BUSINESS PARTNER REPORT**

- Christi Rood gave an update on Apprenticeship enrollments and first quarter business partners.
- Vice Chair Hurlbutt thanked Christi for her presentation.

**(M/S) DUNHAM/BASTIAN MOVED TO ADJOURN. MOTION PASSED UNANIMOUSLY.**

Vice Chair Hurlbutt adjourned the meeting at 2:15 p.m.

  
Stanley Bastian, Secretary/Treasurer

12/7/15  
Date Signed