



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

**Ada County Campus
Pintail Center, Room 1318**

August 18, 2015

CALL TO ORDER AND VERIFICATION OF QUORUM

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

Also present:

Bert Glandon, President
Cheryl Wright, VP Finance and Administration
Craig Brown, VP Resource Development
Tony Meatte, Comptroller
Lillian Talley, Executive Director, Human Resources
Kristin Bjorkman, Attorney, Hawley Troxell
Kathy Ohnsman, Trustee Liaison

PLEDGE OF ALLEGIANCE

INTRODUCTION OF VISITORS

Idaho Press Tribune reporter, Christina Marfice, introduced herself.

CALL FOR PUBLIC COMMENT

None

CONSENT AGENDA

The Board reviewed the consent agenda items.

MINUTES REVIEW

M/S BASTIAN/DUNHAM. MOVE TO APPROVE THE CONSENT AGENDA AS PRESENTED AND THE JULY 21, 2015 MEETING MINUTES WITH THE FOLLOWING CHANGE: CORRECT TRUSTEE WALTON'S NAME INCORRECTLY SPELLED ON PAGE 2 AND 4. THE JULY 27, 2015 SPECIAL MEETING MINUTES WERE APPROVED AS PRESENTED. MOTIONS PASSED UNANIMOUSLY.

BOARD COMMITTEE REPORTS

Finance Committee

- Preliminary report reviewed by Cheryl Wright.
- **Citizen Centric Reporting** – Trustees would like to incorporate this into a regular annual report and Vice Chair Hurlbutt commended Marilyn Griggs for her work.
- **Averti Risk Assessment** – Denise McClure gave an update on our internal control assessment for the College, as reflected in her written report. Leadership Team had prepared a response to each of the suggestions as well as an Action Plan, as reflected in the Board packet. Vice Chair Guy Hurlbutt commended Denise McClure and Cheryl Wright for the work they have done on this.
- **Revised 2016 Budget** – reviewed by Cheryl Wright. Amended to account for higher than expected revenue from property tax assessment.

M/S BASTIAN/WALTON. MOVE TO APPROVE THE FY2016 REVISED BUDGET AS PRESENTED. MOTION PASSED UNANIMOUSLY.

Foundation Board

- Craig Brown updated the Trustees on the Foundations work. Reminder of the upcoming October 7th Foundation's "Opening Doors Benefit Dinner" was given.

Community Outreach

- Trustee Walton updated the Trustees on presentations that have been given to the community.

Board Handbook

- Trustee Bastian suggested we add links to the codes, in particular the Idaho Open Meeting Law, and remove the codes if they do not apply to CWI. Trustee Bastian commended Lillian Talley for all of her hard work on this Board Handbook.

M/S BASTIAN/DUNHAM MOVED TO APPROVE THE BOARD HANDBOOK AS PRESENTED WITH THE ADDITION OF THE LINKS TO THE CODES. MOTION APPROVED UNANIMOUSLY.

COMPREHENSIVE STRATEGIC PLAN

M/S WALTON/BASTIAN MOVED TO APPROVE THAT THE COLLEGE OF WESTERN IDAHO ENTER INTO A CONTRACT FOR STRATEGIC PLANNING CONSULTING SERVICES WITH EVA KLEIN & ASSOCIATES FOR THE DEVELOPMENT OF THE COLLEGE'S FIVE-YEAR COMPREHENSIVE STRATEGIC PLAN AS PRESENTED. MOTION APPROVED UNANIMOUSLY.

RESOLUTION RE: APPOINTING CFO AS DESIGNATED REPRESENTATIVE

M/S BASTIAN/DUNHAM MOVED TO APPROVE THE RESOLUTION APPOINTING THE VICE PRESIDENT OF FINANCE AND ADMINISTRATION AS THE DESIGNATED REPRESENTATIVE AS PRESENTED. MOTION APPROVED UNANIMOUSLY.

ADA COUNTY / BOISE CAMPUS DUE DILIGENCE

- CTA presented the process of due diligence and distributed the preliminary planning event outline. The Board was given an update on plans for Public Information Sessions and other due diligence aspects regarding the Bob Rice Ford property for an Ada County Campus.

WORKFORCE DEVELOPMENT PRESENTATION

- Christi Rood gave an update on what is going on with the Workforce Development Program. Vice Chair Hurlbutt commended Christi on her excellent work moving the Program forward.

IDAHO CODE REVISIONS

- Cheryl Wright reviewed the red-lined version of the Idaho Codes and will send our recommendations to the Trustees this week. This will be discussed at the September Board meeting.

CHAIR REPORT

- NOTHING TO REPORT

PRESIDENT REPORT

- IDAHO OPEN MEETING LAW CODE CHANGES AS OF JULY 2015
- REVIEWED ACTION ITEMS FROM THE JULY BOARD MEETING
- PRESIDENT GLANDON AND TRUSTEE DUNHAM WILL BE MEETING WITH LEGISLATORS

