



SPECIAL MINUTES
November 5, 2008
College of Western Idaho Board of Trustees
6056 Birch Lane, Suite 200
Nampa, Idaho

A special meeting of the Trustees for the College of Western Idaho was held November 5, 2008, at the administrative offices on Birch Lane in Nampa, Idaho. Chairman Jerry Hess presided.

Present: Jerry Hess, Chairman
Mark Dunham, Vice Chairman (via phone)
Mary Carol (M.C.) Niland, Secretary
Guy Hurlbutt (via phone)

Absent: Hatch Barrett (excused)

Call to Order. The meeting was called to order at 9:08 a.m. Chairman Hess congratulated the trustees who were re-elected.

Presidential Search. Rich Stover presented a draft "Letter of Proposal." Trustees agreed with the contents of the proposal and that the search process should begin as soon as possible. Vice Chairman Dunham pointed out a response date needs to be added.

M (Dunham): to approve the Letter of Proposal for Presidential Search and Board Consultation Services, and to send the letter to the Dr. Pamila J. Fisher, Mr. Tom K. Harris, Jr., and Korn/Ferry International. *Motion carried unanimously.*

Audit Services. Secretary Niland stated that she and Cheryl Wright had discussed the proposals received. Trustee Niland contacted Dr. Jerry Beck and Mike Mason from the College of Southern Idaho and asked them their opinion on whether it was critical that the audit firm selected have experience in higher education. Drs. Beck and Mason both felt this was not a necessary requirement.

M (Hurlbutt): to accept the proposal from Harris & Co. *Motion carried unanimously.*

New Business: Guy Hurlbutt asked for clarification on the procedures for the next Trustee meeting when the newly elected Trustees are sworn in. Rich Stover explained that by code the first regular meeting after the election is when the successor trustees are brought in. He is checking on the oath of office requirements. The first order of business should be to certify the election results, followed by the election of new chair, vice chair and secretary/treasurer. The Trustees agreed to hold the December regular meeting on December 11.

Adjournment: Chairman Hess adjourned the meeting at 9:28 a.m.



Mark Dunham, Secretary

1-20-09
Date