



**Board of Trustees
January 9, 2025, 3:00pm
Nampa Campus Academic Building, Room #122
FINAL Minutes**

Attendance:

Molly Lentz, Chair
Cherie Buckner-Webb, Vice Chair
Jim Reames, Secretary/Treasurer
Nicole Bradshaw, Trustee
Gary Smith, Trustee

Also Present:

Gordon Jones, President
Emily Tetz, Vice President of Marketing & Communications
Mark Arstein, Vice President of Advancement
Ken Kline, Vice President of Finance & Administration
Randi McDermott, Chief of Staff
Andrea Fontaine, In-House General Counsel

I. CALL TO ORDER Chair Lentz called the meeting to order.

II. CALL FOR PUBLIC COMMENT (Chair, Molly Lentz)

There were no requests for public comment.

III. CONSENT AGENDA (Chair, Molly Lentz)

- a. Minutes, December 12, 2024 Meeting
- b. Treasurer's Report

MS (Reames/Smith): *To approve the Consent Agenda as presented. The motion passed.*

IV. PRESIDENT'S REPORT

President Jones reported that the College is excited for the start of the Spring 2025 semester, which is tracking to have the 7th consecutive semester of enrollment growth. He extended his thanks to all faculty and staff for their dedication and hard work as CWI welcomes more students and continues to expand the College's impact. President Jones reported on recent activities at CWI, including attending Governor Little's State of the State Address.

V. BOARD LIAISON REPORTS

- a. Instruction and Student Success (Vice Chair, Cherie Buckner-Webb)
 - i. Instruction & Student Success – NO STAFF REPORT
- b. College Relations (Trustee Nicole Bradshaw)
 - i. Marketing – Vice President Emily Tetz

VP Tetz reviewed the results of the Brand Awareness and Perception survey from 2024. Trustee Bradshaw questioned why the Awareness measurement decreased among the top four colleges, and VP Tetz responded that she felt the media coverage of the past election year overshadowed overall college awareness. Chair Lentz asked about the makeup of the survey sampling group, and VP Tetz replied that the survey sampling was located geographically in population areas within the Treasure Valley area.

**NEXT BOARD MEETING:
February 13, 2025**

ii. Advancement Updates – Vice President Mark Arstein

VP Arstein reported on the ongoing fundraising efforts and forecast for the upcoming 6 months. It's already a record year, with receiving nearly \$7 million to date this year. The public phase of the campaign is the focus for the next 6 months, creating awareness of supporting CWI. He reported that Hayley Kindall has been hired as Director of Strategic Communications in the Advancement department. Trustee Bradshaw asked how the Board can collaborate in fundraising efforts. VP Arstein said the Trustees will be kept aware of upcoming events and encouraged the Trustees to attend and participate. Advancement is developing Powering the Treasure Valley Ambassadors to help promote and advocate fundraising for CWI by developing and sharing content to post on everyone's social media. Chair Lentz suggested engaging Technical Advisory committees in promoting the College's fundraising efforts.

c. Campus Visioning (Trustee Gary Smith)

i. Capital Campaign Update – Vice President Mark Arstein

VP Arstein reported on significant gifts received for the Capital Campaign during the past year, including gifts from Simplot, CapEd, Idaho Power, Laura Moore Cunningham Foundation, Delta Dental, and J.K. and Kathryn Albertson Foundation, as well as other pending gifts. The Campaign has raised \$15.4 million to date, with \$14.6 left to raise to meet the \$30 million goal. Chair Lentz requested separate information on planning estate gifts in the future. VP Arstein reported that Advancement is focused on hiring a Director of Donor Relations to cultivate, appreciate, and retain donors. President Jones pointed out the College wants to develop relationships, not transactions, to support the College.

ii. Campus Building Projects – NOSTAFF REPORT

d. Finance (Secretary/Treasurer, Jim Reames)

i. Budget to Actuals Report for Operating Budget – Vice President Ken Kline

VP Kline reported on budget to actuals. Trustee Reames thanked VP Kline for his work reformatting his report to provide more clarity and transparency.

VI. ORGANIZATION SESSION

a. Handbook Revisions – Chief of Staff Randi McDermott

Chair Lentz thanked Chief of Staff McDermott and In-House Counsel Fontaine for their work on the handbook revisions. Trustee Smith and Trustee Bradshaw requested more clarity on some of the revisions, including Chair Term Limits.

MS (Smith/Bradshaw): To approve the Handbook Revisions as presented with the exception of the proposed change on Term Limits.

ROLL CALL

Chair Lentz - Recused

Vice Chair Buckner-Webb -Aye

Secretary/Treasurer – Aye

Trustee Bradshaw - Aye

Trustee Smith - Aye

The motion passed, with Chair Lentz recusing herself.

**NEXT BOARD MEETING:
February 13, 2025**

b. Election of Officers – Chair Lenty

MS (Reames/Smith): Nominated Jim Reames for Board Chair. Approved by acclamation. Secretary/Treasurer Reames will assume the duties of Chair following the adjournment of the meeting.

Trustee Smith nominated Vice Chair Buckner-Webb to another term as Vice Chair, which was accepted by Vice Chair Buckner-Webb. Trustee Bradshaw then nominated herself to serve as Vice Chair. Chair Lenty called for a Roll Call vote. Vice Chair Buckner-Webb then withdrew her nomination from consideration, leaving Trustee Bradshaw as the sole nominee.

Trustee Bradshaw was approved by acclamation to serve as Vice Chair.

Secretary/Treasurer Reames nominated Trustee Smith, who declined. Trustee Smith nominated Trustee Lenty as Secretary/Treasurer, who accepted the nomination.

Trustee Lenty was approved by acclamation to serve as Secretary/Treasurer.

c. 2025 Meeting Schedule – Chief of Staff McDermott

MS (Buckner-Webb/Smith): To approve the 2025 Meeting Schedule as presented. The motion passed.

d. Board Training – In-House Counsel Andrea Fontaine

The Board agreed to conduct Board training in-person. Chair Lenty suggested considering attending the Association of Community College Trustees annual events, per the information provided by Executive Assistant to the President Coulter.

e. Board Self-Evaluation Document


Chief of Staff McDermott will distribute the Board Self-Evaluation following this meeting to the Trustees to complete prior to the next Board meeting. The results may be reviewed following the February Board meeting in Executive Session.

VII. CHAIR'S REPORT – (Chair Molly Lenty)

Chair Lenty reflected the CWI Night at the Idaho Steelheads hockey game on January 8. She appreciated the opportunity to hear directly from students on CWI's impact in their lives, as well as visiting with donors. She also reported on the Boise Chamber of Commerce's Legislative Forum. Finally, Chair Lenty thanked those who prepare for Board meetings, including room setup, agenda planning, and legal guidance, and expressed her appreciation for the honor of serving as Chair. President Jones expressed his personal gratitude for all Board members and especially Chair Lenty for their commitment. Chair Lenty passed the gavel to new Chair Reames.

VIII. ADJOURNMENT

The meeting adjourned at 4:22 P.M.



Molly Lenty, Secretary/Treasurer
Board of Trustees

2/13/25

Date

**NEXT BOARD MEETING:
February 13, 2025**