



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

***Micron Center for Professional Technical Education, Rm 1701***  
***5725 E. Franklin Road***  
***Nampa, Idaho***

***March 19, 2013***

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**CALL TO ORDER AND VERIFICATION OF QUORUM**

Chairman Stan Bastian called the meeting to order at 9:00 a.m. and verified that a quorum of the Board was present at the meeting.

**ATTENDANCE**

Trustees: Stanley Bastian – Chair  
Mary "M.C." Niland - Vice Chair  
Gordon Browning – Secretary/Treasurer  
Mark Dunham  
Guy Hurlbutt

Also present: Bert Glandon, President  
David Shellberg, VP Instruction and Student Services  
Cheryl Wright, VP Finance and Administration  
Craig Brown, VP Resource Development  
Terry Blom, AVP, Enrollment & Student Services  
Denise Kohtz, Executive Director, Human Resources  
Pat Neal, Assistant Dean, Trades & Technology  
Diane Steinbronn, Drafting Program Chair

**PLEDGE OF ALLEGIANCE**

**CALL FOR PUBLIC COMMENT**

- None

#### CONSENT AGENDA

- The Consent Agenda items were discussed.
- 1. (M) HURLBUTT: MOVE TO ACCEPT THE CONSENT AGENDA ITEMS AS DRAFTED. MOTION PASSED UNANIMOUSLY.**

#### HUMAN RESOURCES SALARY SURVEY UPDATE

- This item was taken out of turn because the Drafting Presentation was not quite ready to go.
- Denise Kohtz discussed the salary survey in relationship to faculty.

#### DRAFTING PROGRAM PRESENTATION

- Diane Steinbronn and students, Josh Shiverick (current student) and Robert Shinaver (past student), presented to the Board.

#### IDAHO POWER CHECK PRESENTATION

- A delegation from Idaho Power presented CWI with a rebate check for energy savings at the Micron Center, and with a commemorative poster

#### FINANCE COMMITTEE REPORT

- Cheryl Wright presented the report items
  - Trustees discussed procedure for Budget Transfers
  - Cheryl Wright and Trustee Hurlbutt gave recommendations for Dave Gadda to be appointed to the Finance Committee
- 2. (M) HURLBUTT: ANY ADDITION OR REDUCTION TO THE TOTAL OF THE TRUSTEE APPROVED BUDGET OTHER THAN TO GRANTS OR SPONSORED PROJECTS WILL REQUIRE FORMAL APPROVAL OF THE BOARD OF TRUSTEES. THE PRESIDENT WILL FORMALLY REVIEW BUDGET TRANSFERS BETWEEN FUNCTIONS ON A MONTHLY BASIS AND REPORT SUCH TRANSFERS TO THE BOARD OF TRUSTEES QUARTERLY. MOTION PASSED WITH FOUR IN FAVOR, ONE OPPOSED.**
  - 3. (M) BROWNING: HIRE AVERTI SOLUTIONS TO CONDUCT THE INITIAL FRAUD ASSESSMENT FOR THE COLLEGE OF WESTERN IDAHO. MOTION PASSED UNANIMOUSLY.**
  - 4. (M) HURLBUTT: APPOINT DAVE GADDA TO SERVE ON CWI'S FINANCE COMMITTEE. MOTION. MOTION PASSED UNANIMOUSLY.**



