



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

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

January 16, 2018

CALL TO ORDER

Chair Dunham called the meeting to order at 9:00 a.m.

ATTENDANCE

TRUSTEES:

Mark Dunham, Chair
Emily Walton, Vice Chair
Stan Bastian, Secretary/Treasurer
Mary Niland
Skip Smyser

ALSO PRESENT:

Bert Glandon, President
David Shellberg, Executive Vice President, Instruction and Student Services
Tony Meatte, Vice President, Finance and Administration
Craig Brown, Vice President, Operations
Mark Browning, Vice President, Communications and Government Relations
Nick Miller, Attorney, Hawley Troxell
Stephanie Harder, Executive Assistant and Board Liaison

NO VISITORS

EXECUTIVE SESSION

PURSUANT TO IDAHO CODE

THE BOARD, PURSUANT TO IDAHO CODE § 74-206 (1) (a)(c), AGREED TO CONVENE IN EXECUTIVE SESSION:

(a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated to fill a particular vacancy or need, unless a vacancy in an elective office is being filled.

(c) To acquire an interest in real property which is not owned by a public agency;

THE VOTE TO DO SO BY ROLL CALL:

(M/S) BASTIAN MOVED PURSUANT TO IDAHO CODE § 74-206 (1) (a)(c), AGREED TO CONVENE IN EXECUTIVE SESSION. MOTION PASSED UNANIMOUSLY.

- Chair Mark Dunham aye
- Trustee Emily Walton aye
- Trustee Stan Bastian aye
- Trustee Mary Niland aye
- Trustee Skip Smyser aye

The Board returned to public session at 11:01 a.m.

ACTION ITEM: CONTRACT RENEWAL

(M/S) NILAND/SMYSER MOVED TO APPROVE THE NOTICE TO TERMINATE THE CONTRACT WITH DYNAMIC CAMPUS SOLUTIONS, INC. MOTION PASSED UNANIMOUSLY.

ACTION ITEM: PERSONNEL

(M/S) SMYSER/NILAND MOVED TO APPROVE THREE FULL TIME EQUIVALENT (FTE) POSITIONS TO THE FY18 BUDGET. MOTION PASSED UNANIMOUSLY.

CONSENT AGENDA

(M/S) NILAND/SMYSER MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED. MOTION PASSED UNANIMOUSLY.

NO PUBLIC COMMENT

BOARD COMMITTEE REPORTS:

• **FINANCE COMMITTEE**

- Trustee Bastian recommended that the Board approve Jennifer Deroin as a new Finance Committee member.

(M/S) SMYSER/NILAND MOVED TO APPROVE JENNIFER DEROIN TO BE ACCEPTED AS A NEW MEMBER OF THE FINANCE COMMITTEE. MOTION PASSED UNANIMOUSLY.

- Trustee Niland added that Ms. Deroin is highly respected and involved in the community and will be a great addition to the Finance Committee.
- Vice President Meatte presented the December financials to the Board.
- Trustee Bastian thanked President Glandon for his report to the Finance Committee and asked if he could continue to report to the Finance Committee a few times a year.

- President Glandon agreed to report to the Finance Committee a few times a year.
- Vice President Meatte reported on the progress of the Axiom software testing.
- Vice President Meatte added that the Axiom software should be available in May 2018.

- **FOUNDATION**

- Trustee Bastian reported on behalf of Trustee Walton.
- Trustee Bastian stated that there are several interviews being scheduled for the Foundation Board Executive Director position over the next two weeks.
- Trustee Bastian also stated that there is a special Executive Committee and Board Development Committee meeting on January 23, 2018.
- The next full Foundation Board meeting will be held on February 8, 2018.

- **COMMUNITY OUTREACH**

- Trustee Niland stated that she will report out at the next Board meeting.

- **POLICY**

- Trustee Smyser stated that he has no report for this month.

NO CHAIR'S REPORT

PRESIDENT'S REPORT:

- President Glandon discussed the upcoming calendar events with the Board:
 - The Nampa Chamber Luncheon will be held on January 18, 2018.
 - JFAC Budget Hearings will be held the week of January 22, 2018.
 - Trustee Niland reminded the Board that North Idaho College is planning a joint Board luncheon on January 23, 2018.
 - The 23rd Annual City Club of Boise Pundits Forum will be held on January 30, 2017 in Boise, ID.
 - CWI Day at the Capitol will be held on March 6, 2018.

(M/S) SMYSER/NILAND MOVED TO ADJOURN THE MEETING AT 11:21 A.M. MOTION PASSED UNANIMOUSLY.

THE BOARD, PURSUANT TO IDAHO CODE, AGREED TO RETURN TO PUBLIC SESSION AT 11:34 A.M. IN ORDER TO CURE A VIOLATION IN ACCORDANCE WITH § 74-208(7)(a)(i):

(a) A violation may be cured by a public agency upon:

(i) The agency's self-recognition of a violation

Trustee Smyser stated that the motion at the beginning of the meeting to move into Executive Session was not seconded.

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- (c) To acquire an interest in real property which is not owned by a public agency;**

THE VOTE TO DO SO BY ROLL CALL:

(M/S) NILAND/SMYSER MOVED PURSUANT TO IDAHO CODE § 74-206 (1) (a)(c), AGREED TO CONVENE IN EXECUTIVE SESSION. MOTION PASSED UNANIMOUSLY.

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|------------------------|-----------------------------|
| • Chair Mark Dunham | absent at time of roll-call |
| • Trustee Emily Walton | absent at time of roll-call |
| • Trustee Stan Bastian | aye |
| • Trustee Mary Niland | aye |
| • Trustee Skip Smyser | aye |

ACTION ITEM: CONTRACT RENEWAL

(M/S) NILAND/SMYSER MOVED TO APPROVE THE NOTICE TO TERMINATE THE CONTRACT WITH DYNAMIC CAMPUS SOLUTIONS, INC. MOTION PASSED UNANIMOUSLY.

ACTION ITEM: PERSONNEL

(M/S) SMYSER/NILAND MOVED TO APPROVE THREE FULL TIME EQUIVALENT (FTE) POSITIONS TO THE FY18 BUDGET. MOTION PASSED UNANIMOUSLY.

(M/S) NILAND/SMYSER MOVED TO RE-ADJOURN THE MEETING AT 11:37 A.M. MOTION PASSED UNANIMOUSLY.


Stanley Bastian, Secretary/Treasurer


Date Signed