Mission statement: North Idaho College meets the diverse educational needs of students, employers, and the northern Idaho communities it serves through a commitment to student success, educational excellence, community engagement, and lifelong learning.

4:00 p.m.
EXECUTIVE SESSION - Idaho Code Section 74-206 (1)(a), (b)*

5:00 p.m.
CONVENE BOARD MEETING/CALL TO ORDER
Pledge of Allegiance Christie Wood
Verification of Quorum/Introduction of Guests Christie Wood
Review Minutes Christie Wood
Public Comment** Teresa Borrenpohl
Celebrating Success: NIC Connect Teresa Borrenpohl

PRESIDENT’S REPORT Rick MacLennan
KTEC REPORT Todd Banducci

OLD BUSINESS
None

NEW BUSINESS
Tab 1: ACTION: Approve Request for Head Start Facility Improvement Funds Beth Ann Fuller
Tab 2: ACTION: Appoint Clerk of the Election Christie Wood
Tab 3: ACTION: Approval of President’s Contract Marc Lyons
Athletic Expansion Exploration Task Force Christie Wood

BOARD CHAIR REPORT Christie Wood

REMARKS FOR THE GOOD OF THE ORDER**

ADJOURN

* Executive sessions may be called for the purposes of considering personnel matters, deliberating regarding an acquisition of an interest in real property, considering records that are exempt from public disclosure, considering preliminary negotiations involving matters of trade or commerce in which this governing body is in competition with another governing body, communicating with legal counsel regarding pending/imminently-likely litigation, communicating with risk manager/insurer regarding pending/imminently-likely claims or to consider labor contract matters.

** Remarks are subject to NIC Policy and Procedure 2.01.03. Copies are available from the President’s Office.
SUBJECT
Executive Session

DISCUSSION
From time to time the board will find it necessary to adjourn to executive session. When an executive session is required, a number of specific steps must be taken. These steps are:

2. Cite one or more specific subsections in the code section and provide sufficient detail to identify the purpose and topic of the executive session but not information sufficient to compromise the purpose of the executive session.
3. Approve a motion to adjourn by two-thirds, roll call vote.
4. Take no action and make no final decisions in executive session.

MOVES THAT THE BOARD, PURSUANT TO IDAHO CODE § 74—206, CONVENE IN EXECUTIVE SESSION TO:

____ Consider personnel matters [Idaho Code § 74-206(1)(a) & (b)]
____ Deliberate regarding an acquisition of an interest in real property [Idaho Code § 74-206(1)(c)]
____ Consider records that are exempt from public disclosure [Idaho Code § 74-206(1)(d)]
____ Consider preliminary negotiations involving matters of trade or commerce in which this governing body is in competition with another governing body [Idaho Code § 74-206(1)(e)]
____ Communicate with legal counsel regarding pending/imminently-likely litigation [Idaho Code § 74-206(1)(f)]
____ Communicate with risk manager/insurer regarding pending/imminently-likely claims [Idaho Code § 74-206(1)(i)]
____ To consider labor contract matters authorized under section 67-2345A [74-206A(1)(a) and (b), Idaho Code.

Purpose/Topic summary: (Provide sufficient detail to identify the purpose and topic of the executive session but not contain information sufficient to compromise the purpose of the executive session.)

________________________________________

SECONDED BY: ____________________________

Roll call:  Banducci
            Dunlap
            Howard
            Murray
            Wood

CONVENE AT: ____________  ADJOURN AT: ____________
CALL TO ORDER AND VERIFICATION OF QUORUM
Chair Christie Wood called the meeting to order at 5:00 p.m. and verified that a quorum was present.

ATTENDANCE
Trustees: Todd Banducci
          Joe Dunlap
          Brad Murray
          Christie Wood

EXECUTIVE SESSION
Motion was made by Trustee Dunlap, seconded by Trustee Murray, to go into executive session under Idaho Code § 74--206 (a & b) to consider personnel matters. Roll call vote was taken as follows:

    Todd Banducci   aye
    Joe Dunlap      aye
    Brad Murray     aye
    Christie Wood   aye

At 6:00 p.m., Chair Wood recessed the meeting to reconvene in the Lake Coeur d'Alene Room.

CALL TO ORDER AND VERIFICATION OF QUORUM
Chair Christie Wood called the meeting to order at 6:10 p.m. She led attendees in the Pledge of Allegiance and then asked Trustee Dunlap to read, aloud, the college’s mission statement.

ATTENDANCE
Trustees: Todd Banducci
          Joe Dunlap
          Brad Murray
          Christie Wood

Also present: Rick MacLennan, President
              Graydon Stanley, VP for Student Services
              Lita Burns, VP for Instruction
              Chris Martin, VP for Finance and Business Affairs
              Laura Rumpler, Chief Communications and Government Relations Officer
              Marc Lyons, Attorney for North Idaho College

APPROVAL OF MINUTES
Chair Wood called for any changes to the minutes from the meeting held on April 16, 2018. There were no changes noted and the minutes were accepted, as presented.
PUBLIC COMMENT
None.

CELEBRATING SUCCESS
Dean Kassie Silvas introduced Marcy Hoggatt and Evan Moore from the Office of Advanced Opportunities who presented the history of Dual Credit Education, and an overview of the Dual Credit Program at NIC, including trends in enrollment and graduation rates. They provided several student success stories and perspectives from a local high school counselor.

CONSTITUENT REPORTS

ASNIC
ASNIC President Caleb Weeks opened by expressing his appreciation to the students he has served over the past year and he reviewed ASNIC accomplishments over the past two years. He then introduced ASNIC President Elect Peter Soderberg.

Staff Assembly
Chair Suzie Deane reported that during their May meeting, they received a college update from Dr. MacLennan and a presentation on Voluntary Employee Benefits Association accounts. She went on to report that during the meeting, new officers were introduced and staff recognized and honored all nominees for staff excellence awards.

Faculty Assembly
Faculty Assembly Chair Geoff Carr reported that during their May meeting, the Assembly reviewed faculty titles and they elected officers. He closed by offering his congratulations to all the faculty achievement award nominees.

Senate
Newly elected Chair Jessica Adams reported that during their April meeting, Senate discussed the affiliation and compensation structure policies, and during their May meeting they elected officers, reviewed and passed the compensation structure policy, and received information from Dr. MacLennan on emeritus designation in preparation to review a newly developed policy on the topic of emeritus status at NIC.

PRESIDENT’S REPORT
Dr. MacLennan opened by acknowledging constituent leaders for their work over the past year and he welcomed new constituent leaders for next year. He spoke briefly about end of year college events and celebrations and he thanked board members and others for their participation in the recent event to celebrate the 20th anniversary of the 9-Point Agreement. He went on to comment about the community conversation sessions held over the spring months including one conducted with School District 271. He added that the college would be scheduling a work session for the board to review and discuss the strategic plan and receive an update on the next phase of the Cultivate planning work. Dr. MacLennan closed by discussing the recent NIC Foundation Bon Appetit fundraiser, and the NIC Men’s Golf and NIC Softball NWAC championship wins.

KTEC Report
Trustee Banducci reported on student successes during the recent state skills competition and success in placements following completion of certificate programs. He next reported that the board had renewed the contract for Executive Director Colby Mattila.
OLD BUSINESS

*College Calendars Academic Years 2029-30 and 2030-31*

VP Stanley presented, for a second reading, the proposed college calendars for academic years 2029-30 and 2030-31. Trustee Banducci made a motion to approved the calendars. The motion, seconded by Trustee Murray, carried unanimously.

*Fiscal Year 2019 General Fund Budget*

VP Chris Martin presented the proposed budget for FY19. Trustee Banducci made a motion to approve the budget with the exception of the proposed increase to in-district tuition and the one-time expense request for a salary market analysis survey. Chair Wood seconded the motion. Trustee Banducci commented that the revenue generated by the proposed tuition increase is nominal and he feels it would be a good will gesture to not go forward with the increase. He went on to express his feeling that NIC salaries are competitive and he recommends conducting salary studies every five years.

Trustee Dunlap asked Dr. MacLennan for his perspective on Trustee Banducci’s proposals. Dr. MacLennan commented that the College of Southern Idaho raised their tuition by 10% and he feels that proposing modest increases over time, as this budget does, will help the college avoid the need to propose a large increase the way CSI has had to. He went on to comment that the college is able to obtain a good amount of the information needed from the regional and national salary studies we currently take part in, but there is other information those studies do not provide such as in depth compensation comparisons.

Chair Wood proposed tabling the salary study and readressing that need when the compensation policy is reviewed again. She expressed support for the proposed tuition increase.

Trustee Murray expressed his support for tabling the salary study until the compensation policy is approved and he expressed his support for the tuition increase.

Trustee Dunlap commented that the proposed tuition increase represents a $40 increase for a student over a year and he feels this is a modest increase.

Trustee Banducci withdrew his motion and made a motion to approve the FY19 budget, as presented, with the exception of the one-time request to fund a salary study. The motion, seconded by Chair Wood, carried unanimously.

NEW BUSINESS

*Board of Trustees Meeting Schedule 2018-19*

Dr. MacLennan reviewed the proposed meeting schedule for next year, pointing out that conflicts with national conferences were considered when developing the meeting dates. Following a brief discussion, Trustee Murray made a motion to approved the meeting schedule, as presented. The motion, seconded by Trustee Dunlap, carried unanimously.

*Amendment to the Approved Head Start Grant Application*

Head Start Executive Director Beth Ann Fuller reviewed the request to modify the Head Start Continuation Grant to include funds recently allotted by the Department of Health and Human Services for a cost of living allowance and for training and technical assistance. Trustee Banducci made a motion to approve the request to modify the Head Start Continuation Grant including funding for a COLA and Training and Technical Assistance to bring the total program funding to $2,795,167. The motion, seconded by Trustee Murray, carried unanimously.
Property Leases for FY19
VP Martin presented a list of the lease renewals for the college’s outreach facilities for Head Start, Area Agency on Aging, Graphic Design, Patrol Academy, Aerospace Program, an apartment for interns in the Outdoor Pursuits program, and the college’s three Outreach Centers in Bonners Ferry, Sandpoint, and the Silver Valley. Trustee Dunlap made a motion to approve lease renewals. Trustee Murray seconded the motion. Trustee Banducci expressed concern that the board had not been furnished with copies of the leases currently on the table. VP Martin expressed that the lease detail would be made available for review. The motion carried unanimously.

INFORMATION ITEMS
Draft Facilities Master Plan
VP Martin reviewed highlights of the draft Facilities Master Plan, including planning principles developed by the working committee, and deferred maintenance planning and facilities planning priorities. He expressed that the draft document is an integral support to programming and a part of the strategic plan, adding that it lays out the larger blocks and facilities priorities and provides an opportunity for discussion.

Trustee Murray expressed his appreciation for the efforts in developing the draft and he commented on the possibility of producing documents for the board in electronic format versus paper. Chair Wood asked Dr. MacLennan to look into this format for the future.

For the upcoming workshop, Chair Wood requested any information that may be available for the board’s consideration related to planning that would allow the college to bring back a baseball program.

BOARD CHAIR REPORT
Chair Wood commented on commencement and the NIC Foundations’ Bon Appetit fundraiser.

REMARKS FOR THE GOOD OF THE ORDER
Trustee Banducci commented on recent end of year events.

Chair Wood adjourned the meeting at 8:10 p.m.

__________________________  _______________________
Board of Trustees Chair        Board of Trustees Secretary
SUBJECT
Proposal to apply for one-time funding to replace windows at Harding Family Center

BACKGROUND
NIC Head Start would like to request approval to submit an application for one-time funding to provide windows to increase health and safety.

DISCUSSION
The Head Start Central Office and the Harding Head Start are housed in the Harding Family Center. The building was built in the early 1920s; therefore, the single-paned windows are inefficient and drafty.

FINANCIAL IMPACT
There is no financial impact to North Idaho College since federal appropriations, private gifts, and donations fund Head Start.

REQUESTED BOARD ACTION
In its capacity as the governing board and to adhere to requirements outlined in the Improving Head Start for School Readiness Act of 2007, it is requested that the board consider a motion to approve the application for one-time funding to replace windows at Harding Family Center.

Prepared by
Beth Ann Fuller
Director, North Idaho College Head Start
SUBJECT
Appointment of North Idaho College District Clerk of the Election

BACKGROUND
The Kootenai County elections office and the North Idaho College district clerk of the election will provide election forms and information regarding the North Idaho College Board of Trustees election. Per Idaho statutes, declaration of candidacy forms are filed with the clerk of the political subdivision or district. The clerk of the political subdivision or district shall verify the qualifications of the nominees and shall, no more than seven (7) days after the close of filing, certify the nominees to be placed on the ballot. The clerk of the district will report the results of the election to the board of trustees.

DISCUSSION
A district clerk of the election for North Idaho College is to be officially appointed to coordinate the NIC Board of Trustees election to be held on November 6, 2018 with the Kootenai County Elections Office. The attached 2018 Kootenai County Election Calendar provides the timeline for the election process.

COMMITTEE ACTION
None

FINANCIAL IMPACT
None

REQUESTED BOARD ACTION
It is recommended that the board appoint Vice President Chris Martin as the North Idaho College district clerk of the election for the upcoming board of trustees’ election.

Prepared by:
Chris Martin
Vice President for Finance and Business Affairs
Election Calendar for 2018

NOTICE IS HEREBY GIVEN: The following taxing districts will be having Elections in Kootenai County during the 2018 calendar year.

<table>
<thead>
<tr>
<th>Taxing District</th>
<th>Address for Filing Declaration of Candidacy</th>
<th>Election Date</th>
<th>Filing Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Primary Election</td>
<td>1808 N 3rd St, Coeur d'Alene, ID 83814</td>
<td>May 15, 2018</td>
<td>February 26, 2018 - March 9, 2018</td>
</tr>
<tr>
<td>Northern Lakes Fire Protection District Override Levy</td>
<td>N/A</td>
<td>May 15, 2018</td>
<td>March 16, 2018</td>
</tr>
<tr>
<td>General Election</td>
<td>1808 N 3rd St, Coeur d'Alene, ID 83814</td>
<td>November 6, 2018</td>
<td>February 26, 2018 - March 9, 2018</td>
</tr>
<tr>
<td>North Idaho College</td>
<td>Lee-Kildow Hall Rm 111, 1000 W Garden Ave, Coeur d'Alene, ID 83814</td>
<td>November 6, 2018</td>
<td>September 4, 2018</td>
</tr>
<tr>
<td>Kootenai Shoshone Soil &amp; Water Conservation District</td>
<td>7830 N Meadowlark Way, Ste C-1, Coeur d'Alene, ID 83815</td>
<td>November 6, 2018</td>
<td>September 4, 2018</td>
</tr>
</tbody>
</table>

Declarations of candidacy are available at the respective taxing district offices or at the County Elections Office. These declarations are to be filed at the office of the taxing district.

For questions, please call the Elections Office at 208-446-1030 or the County Clerk at 208-446-1651.

Signed: [Signature]
Kootenai County Clerk
SUBJECT
Approval of Contract for College President

BACKGROUND
The North Idaho College President is hired by the Board of Trustees and, consistent with past practice, the President’s contract is reviewed annually. A contract renewal may be executed by the President and the Board Chair, with the approval and authorization of the Board of Trustees.

DISCUSSION
The President's contract is a three-year contract, but is reviewed annually for potential renewal. The proposed annual renewal is for fiscal years July 1, 2018 through June 30. The Board may consider changes.

COMMITTEE ACTION
No committee action is necessary.

FINANCIAL IMPACT
The financial impact is to the employee compensation budget.

REQUESTED BOARD ACTION
The Board is requested to consider a motion approving a renewed contract and authorizing the Board Chair to execute the contract on behalf of the Board of Trustees and North Idaho College.

Prepared by,
Marc Lyons,
Attorney for North Idaho College