BOARD OF TRUSTEES MEETING  
NORTH IDAHO COLLEGE  
DRIFTWOOD BAY ROOM - STUDENT UNION BUILDING  
6:00 P.M. - JUNE 28, 2000

MINUTES

CALL TO ORDER

Board Chair Barbara Chamberlain called the meeting to order at 6:00 p.m.

ATTENDANCE

Trustees: Barbara Chamberlain  
W. W. Nixon  
Fred Ostermeyer  
Rolly Williams  
Sheila Wood

Also present: Michael Burke, President  
Jerry Gee, Vice President for Instruction  
Rolly Jurgens, Vice President for Administrative Services  
David Lindsay, Vice President for Student Services  
Steve Schenk, Vice President for College Relations and Development  
Kathy Christie, Assistant Vice President for Planning and Assessment  
Robert Ketchum, Assistant Vice President for Instruction  
Donna Ward, Secretary for the Board of Trustees  
Mike Ramsden, Attorney for North Idaho College  
Bill Richards, Chair, College Senate  
Bill Rutherford, President, N.I.C.E.  
Denise Clark, Vice Chair, Faculty Assembly

Absent: Janel Falk, President, ASNIC

VERIFICATION OF QUORUM

Board Chair Chamberlain verified that a quorum of the Board of Trustees was present at the meeting.

INTRODUCTION OF GUESTS

Chair Chamberlain introduced Josh Studor of the NIC “Sentinel” staff.
PROGRAM

Scott Gittel, Web Page Editor of North Idaho College, provided a visual demonstration of the College Web site with an explanation of the content and a “tour” of the site. He said that additional functions will be added to the site including on-line tours of the campus, access to student records for students, and on-line registration and application processes.

APPROVAL OF MINUTES

Motion was made by Trustee Wood and seconded by Trustee Ostermeyer to approve the minutes of the regular meeting of May 31, 2000. The motion was unanimously approved.

APPROVAL OF ARCHITECTURAL CONTRACT WITH JONES AND JONES

President Burke explained he had sent the architectural contract for the proposed cultural center/longhouse to the college attorney for review, that the changes suggested at the May Board meeting had been incorporated, and that workshops with the architect, Johnpaul Jones, have been moved to August 17-18, 2000. The following motion was then made:

MOTION 06-28-00: 22 Motion was made by Trustee Nixon and seconded by Trustee Williams to endorse the contract as written and amended and authorized the President to enter into the contract on behalf of North Idaho College. The motion was unanimously approved.

ASNIC BUDGET FY2000-2001

Vice President Lindsay stated that the budget for the Associated Students of North Idaho College (ASNIC) was presented to the Board at the May, 2000 meeting. He indicated that the budget accurately reflects the priorities and goals of the student government for the next academic year. Lindsay said that the are no institutional implications since no College operational funds are associated with this budget. Whereupon, the following motion was made:

MOTION: 06-28-00: 23 Motion was made by Trustee Williams and seconded by Trustee Wood to approve the ASNIC Budget FY2000-2001 in the amount of $143,200 as presented. The motion was unanimously approved.
**AUXILIARY SERVICES BUDGET FY2000-2001**

Vice President Lindsay and Lanny Stein, Director of Auxiliary Services explained the Auxiliary Services Budget FY2000-2001 to the Trustees. Stein told the Board and audience that the various operations within the Student Union (i.e., Food Services and the Bookstore) are not subsidized by any College funds. Thus, there are no institutional implications since no College operational funds are used. Therefore, the following motion was made:

**MOTION: 06-28-00: 24** Motion was made by Trustee Wood and seconded by Trustee Williams to approve the Auxiliary Services Budget FY2000-2001 as presented. The motion was unanimously approved.

**OPERATING BUDGET FY2000-2001**

Vice President Jurgens provided background information on the increases, changes, and transfers to the Plant Fund Budget and the Maintenance and Operations (M&O) Budget. At the May Board meeting, the Trustees indicated that the budget shortfall of $156,000 needed to be recaptured from this fiscal year’s budget. Jurgens provided a summary of the areas of changes in revenue projections, salaries, and M&O reductions in the various departments to cover the shortfall to the budget. He explained that these reductions were based upon a percentage allocation of each department’s M&O budget.

Jurgens also explained that the FY2000-2001 Operating Budget reflects revenue increases of approximately 7.73%, which includes $200,000 for the Northern Idaho Center for Higher Education (NICHE). Trustee Chamberlain asked if the NICHE budget would be maintained as a separate cost center. President Burke and Vice President Jurgens indicated that it would be, due to the involvement of several other institutions of higher education. Other increases in revenue were outlined by Jurgens including tuition and fees, summer school tuition, and increased local tax growth. Increases in expenditures were reviewed including explanations of the percentage changes from last year’s budget to FY2000-2001. After a thorough explanation of the budget, the following motion was made:

**MOTION: 06-28-00: 25** Motion was made by Trustee Nixon and seconded by Trustee Wood to approve the Operating Budget for FY2000-2001 in the amount of $23,860,681. The motion was unanimously approved.
PLANT FUND BUDGET FY2000-2001

Vice President Jurgens provided an outline of the Plant Fund Budget. He explained that there were various remodeling and repair projects funded in the 1998 and 1999 fiscal year budgets which have not been completed and which are included in the current year's budget. Following an explanation of the various components of the Plant Fund Budget FY2000-2001, the following motion was made:

MOTION: 06-28-00: 26: Motion was made by Trustee Williams and seconded by Trustee Ostermeyer to approve the Plant Fund Budget FY2000-2001 in the amount of $1,084,207. The motion was unanimously approved.

BUDGET FY1999-2000

Vice President Jurgens reviewed the revenues and expenditures to date for FY1999-2000 and indicated that both are extremely close to the previous five-year period. He indicated that the slight differences in the expenditure rate is due to the change in the salary accrual method from a nine-month payroll in the Legacy accounting system as compared to the DATATEL system currently in use.

FACILITIES PROJECTS, 1999-2000

Vice President Jurgens explained the various renovation and construction projects underway or recently concluded. The projects include replacement of the Molstead Library carpeting, additional outdoor campus lights, Molstead Library roof repair, remodeling of the Siebert Building basement and restrooms, construction of a warehouse on the Lincoln Way site, repaving the Hedlund Building parking lot, and upgrading of the lighting in all buildings on campus.

REPORT OF COLLEGE PRESIDENT

President Burke updated the Board and audience on the Vice President for Students Services search process, increases in summer enrollment figures over last year (7.5%), and the award of nearly $1 million from the U.S. Department of Education to fund Adult Basic Education, a portion of which will provide assistance to North Idaho. Burke also said that he had attended the Idaho Association of Cities dinner and the PNWER meeting, both held locally, the ACCT meeting in San Antonio with Trustee Nixon, and also attended a meeting with State representatives and a member of the Governor's staff to discuss possible tax credit/tax relief legislation. He indicated that Requests for Information (RFI) for the residence hall construction had been sent out to firms who expressed interest in the project. The results will be presented at the next Board meeting.
REPORTS

SENATE

Bill Richards, Senate Chair, said there was no official meeting of the Senate in June. He said that plans were underway to meet with student representatives to review the student code of conduct and policies.

FACULTY ASSEMBLY

Denise Clark, Vice President of Faculty Assembly, said there was no report due to the faculty not meeting during the summer.

N.I.C.E.

Bill Rutherford, President of N.I.C.E., said that the Executive Committee was planning a retreat for the purpose of setting goals and that the N.I.C.E. membership was planning a potluck picnic.

REPORT OF THE BOARD CHAIR

Board Chair Barbara Chamberlain said that the Board would be visiting Flathead Valley Community College in Kalispell, Montana, and that meeting was tentatively set for September, 2000.

REMARKS FOR THE GOOD OF THE ORDER

Rayelle Anderson, Associate Director of the NIC Foundation, said that approximately 300 raffle tickets remain for the “Really Big Raffle” and that the drawing would be held on July 6 at Fort Sherman Park. Vice President Schenk commented that this meeting is Vice President David Lindsay’s last Board meeting and praised Lindsay’s dedication to students and zest for life. Board Chair Chamberlain asked the audience members think about development of “climate” within the community in which the Board could develop an argument for increases in taxes. She specifically requested information on the return on “investment” of any increase which might be of benefit to the community.

EXECUTIVE SESSION

MOTION: 06-28-00: 26: Motion was made by Trustee Wood and seconded by Trustee Nixon to adjourn to Executive Session under Idaho Code Section 67-2345(b) to consider the evaluation, dismissal
or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual. Roll call vote was as follows:

Barbara Chamberlain   aye
Bill Nixon           aye
Fred Ostermeyer   aye
Rolly Williams   aye
Sheila Wood        aye

Time:  8:17 p.m.

Present in Executive Session were Michael Burke, Barbara Chamberlain, Bill Nixon, Fred Ostermeyer, Rolly Williams, Sheila Wood, and Mike Ramsden. The Board of Trustees met in Executive Session to discuss the evaluation of an employee/staff member.

RECONVENE

The Board returned to open session at 9:15 p.m. No further business was discussed or action taken at that time.

ADJOURNMENT

Motion was made by Trustee Ostermeyer, seconded by Trustee Williams, and unanimously approved that the meeting adjourn.

Time:  9:17 p.m.

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Barbara Chamberlain, Board Chair         Sheila Wood, Secretary