

**NORTHWEST COLLEGE BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING**

August 12, 2024

**MEMBERS PRESENT:** President MS. TARA KUIPERS;

The College acquired Trapper West from the military department in the early

department/division website content. Once the new website is launched, it will be necessary to consolidate responsibilities for monitoring and maintaining content.

In response to a question from Trustee Housel, President Watson stated that employee utilization of the College's Employee Assistance Plan (EAP) is higher (17.84%) than the national average (below 10%). The cost per employee is relatively low at \$32.67/employee. Employees have access to legal and mental health assistance

President Watson stated that all three counties in the service a 1 38.6h1 684.6 28.

renewal. Negotiations resulted in the President receiving the salary increase offered to all Northwest College employees, in addition to fine point adjustments unrelated to compensation. The process was concluded quickly, and the contract has been finalized.

Schedule Fall Board Retreat

President Watson stated that the Trustees will receive a Doodle Poll to determine a date for the fall retreat that works well with everyone's schedule.

**CITIZENS' OPEN FORUM**

The Citizens' Open Forum convened at 5:00 p.m. No citizens requested to address the Board; therefore, the Citizen's Open Forum adjourned.

**A UNFINISHED BUSINESS:**

There were no unfinished business items on the agenda.

**A NEW BUSINESS:**

Student Center Donor Signage

President Watson is excited to share the list of spaces in the new Student Center named by donors. These donors have made generous contributions to the project, and she requests that the Board approve the proposed names according to the College's Facility Naming Policy 6610 so that the Foundation can move forward on signage.

**It was moved by Trustee Wurzel and seconded by Trustee Kost to approve the proposed names for specified areas in the Student Center as presented. Motion carried.**

Ashley Hall Improvements

President Watson stated that the College has been making another phase of improvements to Ashley Hall, which were made possible by diligent Foundation campaign work for the residence halls and endowed facility improvement funds. The project has gone well, but additional support from a contractor is needed to complete the job so that students can move in at the start of school. She requests the Board approve the Ashley Hall lobby and student lounge project using Foundation Residence Hall Campaign funds, Facilities Improvements funds, and NWC auxiliary plant fund reserves, not to exceed \$80,000 of auxiliary plant funds.

**A motion was made by Trustee Laursen and seconded by Trustee Kost to approve the Ashley Hall improvement project using auxiliary plant funds not to exceed \$80,000, as presented. Motion carried.**

Retention Basin and Division  
Street Storm Drainage Project

President Watson thanked the Board Facilities Committee and Facilities Director Dennis Quillen for diligently working with her on a draft agreement that would benefit the College and the City of Powell.

The project utilizes land owned by the College and puts a limited-purpose easement in place. The Facilities Committee decided that the agreement was favorable and that President Watson should be allowed to move forward and finalize the details. Because the project utilizes College land, President Watson requests formal approval from the Board to finalize the agreement and to ensure that they understand the limited-purpose easement associated with the project and the use of College land.

**A motion was made by Trustee Laursen and seconded by Trustee Wurzel to authorize President Watson to finalize the Retention Basin and Division Street Storm Drainage Project contingent on Northwest College and the City of Powell reaching a mutually beneficial agreement. Motion carried.**

**FUTURE AGENDA ITEMS**  
**FEEDBACK TO CITIZENS'**  
**OPEN FORUM TOPICS:**

September 9, 2024, upcoming:

- Host campus open house
- Quarterly budget adjustments
- Employee satisfaction/PACE results
- Big Horn Basin High School Report
- New employee introductions
- Course/lab fee proposals (for Spring)
- Reserve overview
- President's Operational Plan update
- Discuss compensation plan
- Distribute Board self-assessment (to complete for Retreat)
- Distribute President's evaluation ( to be completed for Retreat)
- Other TBD

**ANNOUNCEMENTS:**

New Faculty Orientation, August 15-16, 2024, Main Campus  
Kick-off Weekend, August 17-20, 2024, Main Campus  
State of the College Address, August 19, 2024, 8:30 a.m. Yellowstone Bldg  
1<sup>st</sup>

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DENISE LAURSEN, Vice President/Secretary

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Date