

**Idaho State University
Council of Professional Employees
Board Meeting
Minutes**

Location: Snake River Room – PSUB

Date: September 19, 2006

Time 12pm – 2:00pm

Present:

Graham Garner, Angela Askey, JoAnn Hertz, Connie Guthrie, Bonnie Frantz, David Buck and Mark Lee.

Call to order:

The meeting was called to order by Vice-President Graham Garner at 12:17pm.

Agenda Item #1

The first order of business was the replacement of Mike Pritchett as a Board member, with his election as President of the newly formed Staff Council. The discussion of replacing Mike as a Board member began by referencing the By-Laws. The individual with the second highest vote count should be the one offered the position. If the individual is not interested in serving on the Board then the COPE president will nominate someone from representing group (Group IV) to the board members.

Agenda Items #2 and 3

The discussion of restructuring the organizational chart to include the change in titles from president to chair and vice-president to vice-chair was brief with clarifications made. It was decided by the group to adopt the title changes while the functions of the office would remain the same. As part of the restructuring process the group felt it was in the best interest of all COPE members to split the duties of the secretary/treasurer into two positions. The rationale was discussed and all present agreed this was the best decision for the Board as a whole.

Duties of the secretary will be outlined in the by-laws. At the present time they are outlined by the current by-laws in Article V, Section 4,

parts A - E. The duties of the treasurer will also be out-lined in the by-laws. At the present time they are outlined by the current by-laws in Article V, Section 4, parts F - H. After much discussion the group agreed to have these changes added to the proposed changes to the current by-laws.

Another change the group agreed to adopt as part of the changes to the current by-laws is to have 3-year terms on the board as opposed to 2-years terms, which is the current length. After much discussion about the staggering of board seats, it was determined that the vacating of board seats should be 3 members each year. The following decision was made and agreed upon by all members present;

JoAnn Hertz (Group 1,) Shawn Akina (Group 2,) and the individual selected to replace Mike Pritchett (Group 4) will serve until the end of the 2006-2007 year. Shawn and Mike are in their second term while JoAnn is in her first term.

David Buck (Group 3,) Mark Lee (Group 1,) and Graham Garner (Group 4) will serve until the end of the 2007-2008 year. David will have served a 3-year term and Graham and Mark will have served a 2-year term.

Bonnie Frantz (Group 2,) Angela Askey (Group 1,) and Connie Guthrie (Group 1) will serve until the end of the 2008-2009 year, at which time all 3 individuals will have served a 3-year term.

Current Board members and the groups they represent are as follows:

<u>Name</u>	<u>Group #</u>
Graham	4
Angela	1
Bonnie	2
Mark	1
David	3
JoAnn	1
Connie	1
Mike	4
Shawn	2

The next order of business consisted of the proper way to decide on a Chair and a Vice-Chair. The submission of Mike's letter of resignation as a member of COPE as well as president was voted on and accepted by the group. The order of progression will be for Graham to step up as president/chair. After some discussion Graham declined to accept that position and he nominated JoAnn. A vote was taken and she was voted in by a unanimously. Bonnie and Graham were nominated for vice-president/vice-chair. A ballot vote was taken and Graham was elected as vice-president/vice-chair by a 4 to 3 vote.

Mike spoke with the individual who received the second most votes behind Mike to represent Group #4, during the election and they are no longer interested in serving on the Board. Graham will visit with people from Group #4, look for an interested party and make the suggestion to the Board at which time a vote will be taken.

Graham will re-write the by-laws to include all changes discussed during our last two meetings. JoAnn feels the most important issue before us is the restructuring of the COPE Board and the title changes.

Mike reported on the President's Cabinet meeting. He was appointed to the Budget Committee. This is the first time a staff member has been allowed to sit with voting privileges on the Budget Committee. Mike informed us that Dr. Vailas was pleased with our cooperation and willingness to work together to form the Staff Council. The first order of business for them will be to write by-laws.

Scholarship request

Graham circulated a request for funding through the COPE board's scholarship fund. Nancy Goodman works for the Center for New Direction and is asking for \$250 to assist with cost of her participation in Leadership Pocatello. It is a nine-month leadership training program sponsored by the city. The Board members who are familiar with Leadership Pocatello feel it is a worthwhile program. A motion was made by Angela and seconded by Graham to approve Nancy's request for the \$250 scholarship. A vote was taken and it was approved by a unanimous vote. Graham will contact Nancy with the good news. He will also inform her of our desire to receive a written report after she has completed the program.

There were concerns about the scholarship request form currently being used and the lack of information it requests. Mark offered to re-write the request form to include the changes the group would like to see, such as the requestors' title, and other funding sources they are utilizing. Also we wish to have Mark add a sentence to notify the applicant if they are awarded the scholarship they must submit a written report to outline how the program benefited them and their department.

Dr. Vailas will increase our budget to allow for two trips annually to Boise to meet with and discuss concerns of the Boise Center employees. We need to agree to allocate the additional resources to pay for the trips to Boise for the Staff Council President, Chair of CEC and Chair of COPE.

Agenda Item #5B

This item will be tabled until the next meeting.

The next meeting will be held on October 11, 2006 at noon. JoAnn will contact us with the room location.

Meeting adjourned

A motion to adjourn the meeting was made by Graham and seconded by Mark. The meeting was adjourned at 1:55pm by a unanimous vote.

Respectfully submitted by,

Connie B. Guthrie
Secretary/Treasurer
2006-2007