

MINUTES

The Special Meeting of the Board of Trustees of Shoreline Community College District Number Seven was called to order by Chair Phil Barrett at 8:32 AM in room 301 at Shoreline City Hall, 17500 Midvale Avenue North, Shoreline, Washington 98133-4905.

MEMBERS PRESENT

Trustees Phil Barrett, Catherine D'Ambrosio, Doug Jackson, Tom Lux and Clara Pellham were present.

President Cheryl Roberts and Special Assistant to the President (and Retreat Facilitator) Laura Rehrmann were also present.

Executive Vice President Alison Stevens, Senior Executive Director & CFO Stuart Trippel and Executive Director Martha Lynn provided updates to the Board during segments of the Special Meeting.

COMMUNICATION FROM THE PUBLIC

None.

OVERVIEW OF THE AGENDA

Chair Barrett provided an overview of the agenda for the February 28, 2017 Board of Trustees Retreat ("Special Meeting").

UPDATE: PRESIDENT'S 2016 – 2017 GOALS

President Roberts updated the Board on the President's 2016 – 2017 goals—including Board relations; legislative relations; enrollment; external relations; orienting the new Executive Vice President for Academic & Student Affairs; and a public relations plan for the College.

UPDATE: BOARD OF TRUSTEES 2016 – 2017 PROFESSIONAL LEARNING GOALS

The Trustees reviewed and discussed progress on the Board's 2016 – 2017 Professional Learning Goals.

DISCUSSION: COLLEGE BUDGET & FINANCIAL INFORMATION

Executive Vice President Stevens and Senior Executive Director & CFO Trippel updated the Trustees on a number of fiscal related topics.

The Trustees discussed information contained on the *Operating Fee Revenue Tracking, FY 2017* document and the *Shoreline Community College Mid-Year Financial Summary for Board of Trustees (Information for July 1, 2016 – December 31, 2016)* document.

UPDATES: ACADEMIC & STUDENT AFFAIRS

Executive Vice President Stevens updated the Trustees on changes in the Student Affairs area and plans for the key Student Affairs position.

UPDATES: OFFICE OF ADMINISTRATIVE SERVICES

Senior Executive Director & CFO Trippel updated the Trustees on current vacancies in, and plans to conduct needs assessments of/for, Administrative Services.

UPDATES: OFFICE OF ADVANCEMENT

Executive Director Lynn provided an update on the work with the Clarus Corporation related to the College's identity.

WRAP-UP: COLLEGE BUDGET & FINANCIAL INFORMATION

Senior Executive Director & CFO Trippel held a discussion with the Trustees related to the housing project, reserves and American Honors.

ADJOURNMENT

Motion 17:09: A motion was made by Trustee Lux to adjourn the Special Meeting of February 28, 2017.

Trustee Jackson seconded the motion, which was then unanimously approved by the Board.

Chair Barrett adjourned the meeting at 2:03 PM.

Signed _____
Phil Barrett, Chair

Attest: March 15, 2017

Lori Y. Yonemitsu, Secretary