

**Salish Kootenai College Board of Directors  
Board Meeting Minutes  
June 13, 2025  
SKC Campus  
Eneas Big Knife Board Room**

Members Present: Eldena Bear Don't Walk, Chair of the Board; Jim Durglo, 1<sup>st</sup> Vice Chair, Karissa Trahan, Vernon Finley, Germaine White, Selina Kenmille (zoom)

Others Present: Stacey Sherwin, Interim President; Audrey Plouffe, Vice President of Business Affairs; Venessa Sandoval, HR Director; Loni Grant, Board Recording Secretary

Others Absent: Tony Berthelote, VP of Enrollment Management/Student Affairs; Amie Tryon, Interim VP of Academic Affairs; Ellie Bundy, Director of Institutional Advancement

Germaine started the meeting with a prayer.

**Meeting Call to Order**

Eldena Bear Don't Walk, Chair of the Board, called the SKC Board of Directors meeting to order at 12:35pm

**Open for Groups and Individuals**

None

**Consent Agenda**

Reports (included in packet) Questions and Comments  
April 11, 2025 Board Retreat meeting minutes from previous  
Academic Affairs Report  
Business Affairs Report  
Enrollment Management and Student Affairs Report  
Institutional Advancement Report  
Human Resources Report  
Budget Report  
Executive Committee Opening  
Nursing Wing of the Vallee Building

Motion by Germaine White to approve the Agenda as amended. Second by Vernon Finley. Vote 5 for, 0 against, 0 abstentions. Motion carried.

Motion by Germaine White to approve the Amended April 11, 2025 Board Retreat Meetings Minutes. Second by Vernon Finley. Vote 6 for, 0 against, 0 abstentions. Motion carried.

**President's Report**

Interim President Sherwin briefed the board re:  
Current circumstances of the college state of affairs.  
Graduation: 217-degree certificates to 196 students including 26 graduate students.  
Cohesion of senior leadership team.  
SKC recognized in the CSKT June Report as one of 60 community colleges across the nation for work in access, success, and graduate entry into the workforce with economic gain.

Increased outreach to reservation high schools' continuing.

College funding updates: potential reforms to Pell Grants, potential loss of programs.

SKC current federally approved indirect cost rate is 21.9%; federal government has proposed an indirect cap of 15% which would impact the College's income. Indirect is used to support multiple campus functions.

Status of grants are unclear and changing frequently.

SKC budget preparation and response to fiscal challenges.

Governor Gianforte visit/tour of campus on Wednesday, June 18, 2025.

**Request for Approval: Academic Programs to eliminate**

Interim President Stacey Sherwin, on behalf of Amie Tryon, requested approval to eliminate both the Hospitality and Emergency Services Certificate of Completion.

Motion by Karissa Trahan to approve to eliminate the Hospitality and Emergency Services Certificate of Completion. 2<sup>nd</sup> by Jim Durglo. Voting 6 For, 0 Against, 0 Abstentions. Motion carried.

**Draft Policy 310.00 Use of College Equipment and Supplies**

Interim President Stacey Sherwin presented draft policy 310.00 Use of College Equipment and Supplies.

Motion by Germaine White to approve Policy 310.00 Use of College Equipment and Supplies with amendment. 2<sup>nd</sup> by Jim Durglo. Voting 6 For, 0 Against, 0 Abstentions. Motion carried.

**Policy 310.20 Use of College Cell Phones, Fax Machines, and Copiers**

Interim President, Stacey Sherwin presented amended changes to Policy 310.20 use of college cell phones, fax machines, and copiers.

Motion by Germaine White to approve Policy 310.20 Use of college cell phones, fax machines, and copiers as written. 2<sup>nd</sup> by Karissa Trahan. Voting 6 For, 0 Against, 0 Abstentions. Motion carried.

**Policies 300.00 – 302.30 Business Policies**

Interim President, Stacey Sherwin presented amendments to Business Policies 300.00 – 302.30 for Cash (300.00), Credit Card (301.00), Petty Cash (302.00), Cash Management (302.20), and Checking Account (302.30).

Motion by Jim Durglo to approve Business Policies 300.00 – 302.30. 2<sup>nd</sup> by Germaine White. Voting 6 For, 0 Against, 0 Abstentions. Motion carried.

**Policies 302.40 – 304.00 Business Policies**

Interim President, Stacey Sherwin presented amendments to Business Policies 302.40 – 304.00 for Short Term Investments (302.40), External Financial Audit (302.50), and Authority to Purchase or Obligate Funds (304.00).

Motion by Germaine White to approve Business Policies 302.40 – 304.00 as written. 2<sup>nd</sup> by Karissa Trahan. Voting 6 For, 0 Against, 0 Abstentions. Motion carried.

**Business Policy 306.00 Purchase of Equipment**

Interim President, Stacey Sherwin presented for approval amendments to Business Policy 306.00 for Purchase of Equipment.

Motion by Karissa Trahan to approve Business Policy 306.00 Purchase of Equipment as amended. 2<sup>nd</sup> by Jim Durglo. Voting 6 For, 0 Against, 0 Abstentions. Motion carried.

**Business Policy 306.10 Procurement**

Interim President, Stacey Sherwin presented Business Policy 306.10 Procurement with no recommended changes. The Board reviewed Business Policy 306.10 Procurement with no changes made. No vote.

**Policies 307.00 – 308.40 Business Policies**

Interim President, Stacey Sherwin presented amendments to Business Policies 307.00 – 308.40 for Reimbursements (307.00), Travel (308.00), Air Travel (308.10), Automobile Travel (308.20), Per Diem (308.30), and Other Travel Expenses (308.40).

Motion by Germaine White to approve Business Policies 307.00 – 308.40 as amended. 2<sup>nd</sup> by Selina Kenmille. Voting 6 For, 0 Against, 0 Abstentions. Motion carried.

**Policies 308.50 – 309.00 Business Policies**

Interim President, Stacey Sherwin presented amendments to Business Policies 308.50 – 309.00 for Other Expenses (308.50), Travel Requests and Trip Reports (308.60), Third Party Travel Reimbursement (308.70), and Use of College Vehicles (309.00).

Motion by Jim Durglo to approve Business Policies 308.50 – 309.00 as amended. 2<sup>nd</sup> by Selina Kenmille. Voting 6 For, 0 Against, 0 Abstentions. Motion carried.

**Policies 309.90 – 310.10 Business Policies**

Interim President, Stacey Sherwin presented amendments to Business Policies 309.90 – 310.10 for Vehicle Usage and Transportation Safety Program (309.90) and Equipment Inventory (310.10).

Motion by Jim Durglo to approve amendments to Business Policies 309.90 – 310.10. 2<sup>nd</sup> by Karissa Trahan. Voting 6 For, 0 Against, 0 Abstentions. Motion carried.

**Budget Report Approval**

Tabled for the end of the month to include President Michael Munson.

**Next Board Meeting Items**

Schedule Encompass Wealth Planning for July  
Vallee Building nursing wing named Katherine Hamel School of Nursing  
Executive Committee Opening

Meeting Adjourned at 2:55pm.

Executive Session at 2:55pm.

Respectfully submitted,



Yolanda M. Grant  
SKC Board Recording Secretary