

MEETING OF THE BOARD OF TRUSTEES
OF THE EVERGREEN STATE COLLEGE

Room 221 Tyee Motor Inn
Tumwater, Washington
September 19, 1969

The meeting of the Board of Trustees was called to order by Chairman Herbert Hadley on September 19 at 3:00 PM.

Trustees Present: Herbert D. Hadley
Halvor M. Halvorson
Trueman L. Schmidt
Janet P. Tourtellotte

Staff Members Present: Charles J. McCann, President
David G. Barry, Vice President & Provost
Dean E. Clabaugh, Vice President for Business
Edward Joseph Shoben, Jr., Executive Vice President
Jerry L. Schillinger, Director of Facilities Planning
Richard Q. Nichols, Director of Information Services
Rita M. Brackenbush, Secretary

Others Present: Richard M. Montecucco, Assistant Attorney General
Albert O. Bumgardner, A. O. Bumgardner & Partners
Al Dreyer, A. O. Bumgardner & Partners
Donald H. Grugel, Quinton-Budlong, Inc.
Robert D. Robertson, Quinton-Budlong, Inc.
David A. McKinley, Jr., Kirk, Wallace, McKinley & Associates
Floyd Conway, State Representative
Joyce Nelson, The Daily Olympian
James Harris, Harris, Reed & Litzenberger
Theodore W. Litzenberger, Harris, Reed & Litzenberger
Steven Johnson, Bennett & Johnson & Associates
Steven Stephens, Bouillon, Christofferson & Schairer, Eng.

The President's residence was added to the agenda as item 7d.

Item 1.

Mrs. Tourtellotte moved approval of the minutes of the August 18 meeting as distributed; seconded by Mr. Halvorson and passed.

The President reported on the following items: (1) schedule of procedures for board involvement on capital projects, (2) equal opportunity policy draft, (3) Design Coordinating Team report, (4) announcement of conference on October 2 and 3 for design of gym and recreation facilities.

Mr. Donald Grugel presented the final report of the joint venture site planning team.

Motion 2.

69-49
Mrs. Tourtellotte moved acceptance of the joint venture report, The Evergreen State College Development Plan - Phase 2 Studies, prepared by Durham, Anderson and Freed, architects, and Quinton-Budlong, Inc., planners-engineers. Seconded by Mr. Schmidt and passed.

Mr. Albert Bumgardner presented a feasibility study for remodeling of the President's residence.

Motion 3.

69-40
Mr. Schmidt moved approval of the preliminary design presented by A. O. Bumgardner for remodeling of the President's residence and designation of A. O. Bumgardner and Partners as architect with direction to proceed to working drawings. Seconded by Mr. Halvorson and carried.

Mr. Theodore Litzenberger presented design development of the lecture halls. President McCann informed the Board that the present cost estimates for the lecture halls are \$260,000 over budgeted maximum allowable construction cost.

Motion 4.

69-42
Mrs. Tourtellotte moved approval for design development presented by Harris, Reed and Litzenberger, architects, for the lecture halls and direction for architects to proceed to working drawings subject to approval and further input of the Division of Engineering and Architecture and the college staff. Seconded by Mr. Halvorson and passed.

Mr. David McKinley presented design development of the college activities building. Mr. Halvorson expressed concern about serving food through the public corridors and requested restudy of that portion of the design.

President McCann informed the Board that the present cost estimates for the college activities building are \$219,203 over budgeted maximum allowable construction cost.

Motion 5.

69-40
Mr. Schmidt moved approval of design development presented by Kirk, Wallace, McKinley & Associates for the college activities building and direction for the architects to proceed to working drawings subject to results of the restudy regarding food service through public corridors and subject to approval and further input of the Division of Engineering and Architecture and the college staff. Seconded by Mrs. Tourtellotte and passed.

Mr. Steven Johnson presented design development of the heating plant, the location of which may require shifting to save a large growth of cedars. Mr. Schillinger indicated that this project is within the budget.

Motion 6.

69-42
Mr. Halvorson moved approval of design development presented by Bennett & Johnson & Associates for the heating plant and direction for the architect to proceed to working drawings, subject to approval and further input from the Design Coordinating Team regarding exterior appearance, and subject to the approval and further input of the Division of Engineering and Architecture and the college staff. Seconded by Mr. Schmidt and carried.

Motion 7.

69-44
Mr. Halvorson moved approval of the attached lease giving the State Building Authority the authorization to build buildings on the college campus and to lease the same to the college. Seconded by Mr. Schmidt and carried.

Motion 8.

69-45
Mr. Halvorson moved that the Board adopt the resolution attached to these minutes designating appointing authorities for purposes of employment. Seconded by Mr. Schmidt and passed.

Motion 9.

69-46
Mr. Halvorson moved approval of the attached recommendation that decision be made on financial consultants for each particular bond issue. Seconded by Mrs. Tourtellotte and passed.

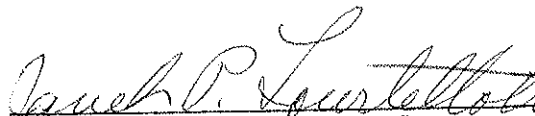
Motion 10.

69-47
Mr. Halvorson moved approval of the low bid of J. D. Dutton of Olympia at \$333,000 for the excavating, grading, drainage and road contract. Seconded by Mrs. Tourtellotte and passed.

Next meeting is set for October 29 subject to Trustee Saunder's schedule.

Chairman Hadley adjourned the meeting at 5:23 PM.


HERBERT D. HADLEY, Chairman


MRS. NEAL TOURTELLOTTE, Secretary

Enclosures (3)

69-98

LEASE

THIS LEASE, executed in duplicate this 3rd day of September, 1969, by and between THE EVERGREEN STATE COLLEGE, hereinafter designated "The College," and the WASHINGTON STATE BUILDING AUTHORITY, hereinafter designated "The Authority,"

WITNESSETH:

WHEREAS, Chapter 162, Laws of 1967 (Chapter 43.76, Revised Code of Washington), has provided a procedure for the erection of certain buildings by the Authority for the College; and

WHEREAS, the Authority is to build buildings on the College campus and to lease the same to the College, together with the land on which the same is to be built, such buildings presently denominated the Library, Classroom Office Building, Student Activities Building, Lecture Hall, Laboratory Building, Gymnasium, Heating Plant, and Garages and Shops.

NOW, THEREFORE, in consideration of the recitals and covenants set forth herein, and other good and valuable considerations, the College leases to the Authority all right, title and interest held by said College in the following described property:

The Southeast quarter, and the south half of the Northeast quarter, all in section 6, township 18 North, range 2 West, W. M., Except the east 30 feet thereof for county road known as Overhulse Road, and except County road known as Driftwood Road, and EXCEPTING therefrom the parcels described as follows:

Parcel No. 30

The South 132 feet of the Northeast Quarter of the Southeast quarter of the Southeast Quarter AND the North 132 feet of the East 330 feet of the Southeast Quarter of said Southeast Quarter of the Southeast Quarter of Section 6, Township 18 North, Range 2 West, W. M.

Parcel No. 31

That portion of the Southeast Quarter of the Southeast Quarter of Section 6, Township 18 North, Range 2 West, W.M., described as follows: Beginning at the Northwest corner of the Southwest Quarter of the Southeast Quarter of the Southeast Quarter; thence East, along the North line thereof, 630 feet to the true point of beginning; thence continuing East, along said North line, to the Southwest corner of the Northeast Quarter of said Southeast Quarter of the Southeast Quarter; thence North, along the West line of said Northeast Quarter of the Southeast Quarter of the Southeast Quarter 132 feet; thence West to a point North of the true point of beginning; thence South 132 feet to the true point of beginning.

Parcel No. 32

The South 132 feet of the West 630 feet of the Northwest Quarter of the South east Quarter of the Southeast Quarter AND all of the South half of said Southeast Quarter of the Southeast Quarter of Section 6, Township 18 North, Range 2 West, W.M., EXCEPTING therefrom the North 132 feet of the East 330 feet.

Parcel No. 67

The Northwest quarter of the Southwest quarter of the Southeast Quarter EXCEPT the North 264 feet of the East half thereof; ALSO, The West three-quarters of the Sout half of the Southwest quarter of the Southeast quarter, AND, The South 660 feet of the East quarter of the Southwest quarter of the Southeast quarter. ALL in Section 6, Township 18 North, Range 2 West, W.M.

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The effective date of this lease shall be the date first above set forth, and the term of this lease shall be seventy-five (75) years.

The provisions of Chapter 162, Laws of 1967 (RCW 43.76) are incorporated herein by reference and form a part hereof as if set forth in full.

THE EVERGREEN STATE COLLEGE, by
Board of Trustees

By [Signature]
Chairman

Attest: [Signature]
Secretary

Approved as to Form Only
day of Sept 1969

BLADE GORTON
Attorney General

[Signature]
Assistant Attorney General

WASHINGTON STATE BUILDING AUTHORITY

By [Signature]
Chairman

Attest: [Signature]
Acting Secretary

STATE OF WASHINGTON)
COUNTY OF THURSTON)

On this 19th day of September, 1969, before me, the undersigned, a Notary Public in and for the state of Washington, duly commissioned and sworn, personally appeared HERBERT HADLEY and JANET P. TOURTELLOTE, to me known to be the Chairman and Secretary, respectively, of the BOARD OF TRUSTEES OF THE EVERGREEN STATE COLLEGE, the persons described in and who executed the within instrument on behalf of said Board of Trustees, and acknowledged to me that as such officers they signed and sealed the same as their free and voluntary act and deed, for the uses and purposes therein mentioned, and that the same is the free act and deed of the Board of Trustees of The Evergreen State College.

WITNESS my hand and official seal hereto affixed the day and year in this certificate above written.

[Signature]
Notary Public in and for the state of
Washington, residing at Olympia.

The Evergreen State College
Olympia, Washington 98501
September 17, 1969

MEMORANDUM

To: *President*
~~To~~ From: Vice President for Business *[Signature]*
FROM: Director of Financial Planning
SUBJECT: Designation of Appointing Authorities
for Purposes of Employment

*I concur with the
recommendation.
D.F.C.*

Recommendation:

It is recommended that the Board of Trustees take action to designate any person appointed to one of the following positions as an appointing authority for the purposes of employment, discipline or termination of any classified staff employee under that person's immediate supervision:

President,
Vice Presidents,
Deans,
Directors,
Chairmen, and
Executive heads of administrative
or academic divisions or departments

Justification:

Under the original Rules for the Classified Staff adopted by The Evergreen State College Personnel Committee, supervisors authorized to employ, discipline or terminate classified staff employees were described as, "Employing Officials", although no specific action was taken by the Board of Trustees in designating such persons.

However, under revised Rules for the Classified Staff Service adopted by the new Higher Education Personnel Board on September 9, 1969, the reference to "Employing Official" has been deleted and "Appointing Authority" has been redefined from "the governing body of the institution of higher education" to "a person or group of persons lawfully authorized to make appointments."

Memorandum to Vice President for Business/September 17, 1969/Pg.2:

In order to ensure an orderly staff personnel program as it pertains to the administration of basic personnel actions and to eliminate the burdensome requirement of securing the Board's authorization for all such actions, it is recommended that persons appointed to the foregoing senior positions be designated as appointing authorities for this purpose.

Positions so designated are specifically exempt from coverage of the 1969 Higher Education Personnel Law and are among those exempt from the classified service by action taken by the Board of Trustees at its official board meeting on July 12, 1969.

The Board of Regents of the University of Washington has already taken action similar to this recommendation. It is anticipated that regents and trustees of the other publicly supported institutions of higher education in Washington will follow suit.

Resolution attached.

Buel B. Brodin

BBB:pb

Attachment/

RESOLUTION NO. 69-8

WHEREAS, Chapter 36, Laws of 1969, 1st Ex. Sess. (the State Higher Education Personnel Law) provided that the new Higher Education Personnel Board should adopt Rules for the Classified Staff Service; and

WHEREAS, under the original Rules for the Classified Staff adopted by The Evergreen State College Personnel Committee, supervisors authorized to employ, discipline or terminate classified staff employees were described as "Employing Officials"; and

WHEREAS, under revised Rules for the Classified Staff Service adopted by the new Higher Education Personnel Board on September 9, 1969, the reference to "Employing Official" has been deleted and "Appointing Authority" has been redefined from "the governing body of the institution" to "a person or group of persons lawfully authorized to make appointments":

NOW, THEREFORE, BE IT RESOLVED, that the persons appointed to one of the following positions shall be designated as Appointing Authority for the purpose of employment, discipline or termination of any classified staff employee under that person's immediate supervision:

President,
Vice Presidents,
Deans,
Directors,
Chairmen, and
Executive heads of administrative or
academic divisions or departments.

Adopted by the Board of Trustees
September 19, 1969

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State of Washington
The Evergreen State College
September 11, 1969

MEMORANDUM

To: President
From: Vice President
Subject: Financial consultants

RECEIVED
SEP 12 1969

THE EVERGREEN STATE COLLEGE
OFFICE OF THE PRESIDENT

Although The Evergreen State College cannot yet qualify for Housing and Urban Development loans or interest subsidies for student residences, we are moving in that direction in action and chronology. One action required by HUD is the naming of a qualified financial consultant for bond sales.

A list of those considered qualified by the Seattle HUD office is Attachment I. This list was submitted to the Board of Trustees at its August, 1969, meeting, with the recommendation that Blyth and Company and Foster and Marshall be approved for use by the College, with the selection between the two delegated to the College administration. Justifiable questions about pre-selection were raised, and action was postponed.

In light of Board-expressed reservations and further study, I now recommend the following procedure:

1. For each prospective bond issue, staff requests proposals from each consultant on the list, with a standard "request for proposal" format, of which a draft is Attachment II to this memorandum.
2. Staff evaluates proposals received for appropriateness, qualifications, and cost.
3. Staff recommends to Board a first and second choice.
4. Board names financial consultant for that particular bond issue only.


DEAN E. CLABAUGH

DEC:crs
Attachments (2)

LISTING OF FINANCIAL CONSULTANTS
CONSIDERED QUALIFIED BY SEATTLE HUD OFFICE:

(1) Blyth and Company

This seems to be the company used most by the publicly supported institutions of higher education in Washington. The University of Washington uses Blyth and Company almost exclusively as does Eastern Washington State College. The reason for this seems to lie in one employee, Burl Bramhall. Mr. Bramhall is semi-retired, has considerable experience with financing of college bonds, has good market outlets and seems to charge a lesser fee than other firms.

(2) John Nubeen and Company

Washington State University used this firm on at least one of their issues.

(3) Foster and Marshall

Central Washington State College is considering using this firm on their latest issue.

(4) McLean & Company

This Tacoma firm is financial consultant for the community colleges and for the State Building Authority. In the latter instance they are operating jointly with Smith-Barney and Company.

(5) Smith-Barney and Company

See item (4) above.

(6) Pierce, Smith, Fenner and Bean

(7) Numerous other firms--HUD insists only that they be qualified. Qualified means having several years of successful experience in bonding operations.

Attachment II

STANDARD FORMAT FOR REQUEST FOR PROPOSAL
FROM FINANCIAL CONSULTANTS FOR BOND ISSUES OF
THE EVERGREEN STATE COLLEGE

The Evergreen State College invites your submission of a proposal for services as financial consultant to the College for the prospective bond issue generally described as:

Type:
Series:
Amount:
Date of Issue:
Other data:

The proposal shall summarize recent experience in service as financial consultant to other institutions of higher education in the State of Washington.

The proposal shall outline the scope of services to be performed as financial consultant, including at least the following:

1. Advice in connection with the bond issue maturity schedule, redemption dates on the issue, and time to bring the issue to market.
2. Prepare, print, and distribute in sufficient quantities a prospectus which will form the basis of the offering and which will contain:
 - a. Notice of Bond Sale.
 - b. Information for bidders.
 - c. Summary of necessary financial, economic, and general information which will permit prospective buyers to evaluate the bonds.
3. Distribution of the prospectus to investment bankers throughout the Nation in advance of the sale, to develop maximum presale interest in the issue.
4. Assistance in obtaining a favorable rating on the bonds by the several investors rating services, to enhance marketability of the bonds.
5. Review and analysis of bids as submitted, and recommendations as to the best bid.
6. Assistance with bond delivery.

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The proposal should quote a lump sum fee for financial consulting services, which fee shall include travel expenses, direct and indirect expenses, printing and mailing.

The proposal shall be submitted to the office of the Vice President for Business, The Evergreen State College, Olympia, Washington, 98501 (telephone 206-753-7500), by not later than _____, 19____.