

MEETING OF THE BOARD OF TRUSTEES
OF THE EVERGREEN STATE COLLEGE

The Evergreen State College
Campus
Olympia, Washington
November 20, 1969

The meeting of the Board of Trustees was called to order by Chairman Herbert Hadley on November 20 at 2:15 PM--the first meeting held on the college campus.

Trustees Present: Herbert D. Hadley
Al E. Saunders
Trueman L. Schmidt
Janet P. Tourtellotte

Staff Members Present: Charles J. McCann, President
Edward Joseph Shoben, Jr., Executive Vice President
Dean E. Clabaugh, Vice President for Business
K. Norm Johnson, Administrative Architect
Jerry L. Schillinger, Director of Facilities Planning
Richard Q. Nichols, Director of Information Services
Rita M. Brackenbush, Secretary

Others Present: Richard Montecucco, Assistant Attorney General
Robert Durham, Durham, Anderson & Freed, Architects
Stephen D. Johnson, Bennett & Johnson & Associates
Joyce Nelson, Daily Olympian

Motion 1.

69-56 Mrs. Tourtellotte moved approval of the minutes of the October 29, 1969, meeting as distributed. Seconded by Mr. Saunders and passed.

The roll call and introduction of guests was followed by a report from President McCann.

Mr. Stephen Johnson presented schematics of the shops and garage buildings, which were originally together with the central utility plant project. The estimated cost of the shops and garage buildings is \$218,000 (about 15 percent over budget); the estimated cost of the three projects together is under budget.

Motion 2.

69-57 Mr. Saunders moved approval for schematics and design development of the garage and shops buildings presented by Bennett & Johnson & Associates, architects, and direction to proceed to working drawings, subject to approval and further input of the Division of Engineering and Architecture and the College staff. Seconded by Mrs. Tourtellotte and passed.

69-58

K. Norm Johnson, Administrative Architect for the college, presented slides of concrete buildings and samples cast for the college. The color and textures of concrete was discussed at length.

Motion 3.

69-56

Mr. Saunders moved acceptance of the architects' recommendations for Columbia cement and local sand and aggregate for the library building with the suggestion that, if a lighter color were obtainable, it be chosen, and subject to Trustee Halvorson's approval. Seconded by Mr. Schmidt. Motion was left in abeyance until November 21, 1969.*

President McCann reviewed the policy for interaction of the Board and staff with regard to capital projects. Trustee Halvorson called prior to the Board meeting to express his approval of this item.

Motion 4.

69-57

Mrs. Tourtellotte moved adoption of the attached resolution concerning a policy for Board of Trustees' approval of capital projects. Seconded by Mr. Saunders and passed.

President McCann reported that Pope and Talbot have quit claimed mineral rights on the campus site, representing some 186 acres.

Motion 5.

69-58

Mr. Saunders moved adoption of the attached resolution regarding mineral rights. Seconded by Mr. Schmidt and passed.

President McCann acknowledged the Executive Vice President's contribution of \$2,568.69 to The Greater Evergreen College fund.

Motion 6.

69-59

Mr. Schmidt moved adoption of the attached resolution establishing The Greater Evergreen College Fund. Seconded by Mrs. Tourtellotte and passed.

President McCann introduced a resolution concerning establishment of a Friends of the Library Fund so that the college may accept funds for library collections and equipment. A first contribution has been received from James F. Holly, Dean of Library Services.

Motion 7.

69-60

Mrs. Tourtellotte moved grateful acceptance of the Dean of Library Services' contribution and moved adoption of the attached resolution establishing a Friends of The Evergreen College Library Fund. Seconded by Mr. Schmidt and passed.

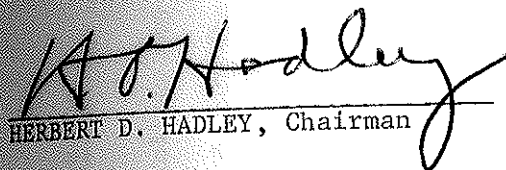
Bob Durham announced that the library is in final stages, and that the cost is still in line. Mr. Durham indicated that the bidding climate has

* On November 21, 1969, Trustee Halvorson expressed his concurrence on selection of concrete.

gotten much better in the last four months, and the design team process is working out very favorably.

The next meeting was set for December 11 subject to Mr. Halvorson's availability (confirmed November 24, 1969).

Mr. Schmidt requested adjournment and Chairman Hadley closed the meeting at 3:45 PM.


HERBERT D. HADLEY, Chairman


MRS. NEAL TOURTELLOTTE, Secretary

Enclosures

R E S O L U T I O N 69-10

WHEREAS, The Board of Trustees of The Evergreen State College, by resolution or practice has pursued a policy for physical facilities approval by the Board, but the policy statements have not been consolidated and certain practices although followed have not been formally adopted by the Board, and

WHEREAS, a consolidated Board policy for physical facilities' approval by the Board is essential for guidance of the President and his staff,

NOW, THEREFORE, BE IT RESOLVED, that previously adopted statements regarding Board policy for approval of physical facilities shall be, and hereby are, rescinded, and

BE IT FURTHER RESOLVED, that the Board of Trustees of The Evergreen State College hereby adopts the physical facilities approval policies set out in the following schedules, provided, that for the purposes of this resolution, legislative authorization for financing of capital projects from the State Building Authority shall be considered state legislative appropriations:

November 20, 1969

00245

Schedule I. Policy for Board of Trustees Approval of Capital Project Budget Requests to the Governor and Legislature

ITEM	Board Approval REQUIRED		Board Approval NOT REQUIRED
	At special or regular meeting	By telephone or letter poll; con- firmation at next regular meeting	
A. All aspects of original request	X	-	-
B. Modifications sub- mitted subsequent to original request which vary 5 percent or greater therefrom	-	X	-
C. Modifications sub- mitted subsequent to original request which vary less than 5 percent therefrom	-	-	X

Schedule II. Policy for Board of Trustees Approval of Budget Establishment
for Capital Projects Not Funded from State Legislative Appropriation

ITEM	Board Approval REQUIRED		Board Approval NOT REQUIRED
	At special or regular meeting	By telephone or letter poll; con- firmation at next regular meeting	Staff approval; Board informed by telephone, letter, or at next regular meeting
A. All aspects of budget establish- ment	X	-	-
B. Subsequent modi- fications which vary 5 percent or greater from bud- get originally established	-	X	-
C. Subsequent modi- fications which vary less than 5 percent from bud- get originally established	-	-	X

of Budget Allocation for Capital Projects

ITEM	Board Approval REQUIRED		Board Approval NOT REQUIRED
	At special or regular meeting	By telephone or letter poll; con- firmation at next regular meeting	Staff approval; Board informed by telephone, letter, or at next regular meeting
A. Legislative Appropiations:			
1. All aspects of original allocation	X	-	-
2. Increase allocation to individual project by virtue of unanticipated receipts:			
a. Increase original allocation by 5 percent or greater	-	X	-
b. Increase original allocation by less than 5 percent	-	-	X
3. Transfer allocated funds from one project to another:			
a. Transfer modifies original allocation to either project by 5 percent or greater	-	X	-
b. Transfer modifies original allocation to either project by less than 5 percent	-	-	X
4. Addition of new project by virtue of unanticipated receipts:			
a. Budget for new project is \$250,001 or more	X	-	-

ITEM	Board Approval REQUIRED		Board Approval NOT REQUIRED
	At special or regular meeting	By telephone or letter poll; con- firmation at next regular meeting	Staff approval; Board informed by telephone, letter, or at next regular meeting
b. Budget for new pro- ject is \$50,001 to \$250,000	-	X	-
c. Budget for new pro- ject is \$50,000 or less	-	-	X
5. Elimination of project for which original allocation was made	X	-	-
B. Not State Legislative Appropriations:			
1. All aspects of ori- ginal allocation	X	-	-
2. Increase allocation to individual project by virtue of unanticipated receipts:			
a. Increase original allocation by 5 percent or greater	-	X	-
b. Increase original allocation by less than 5 percent	-	-	X
3. Decrease allocation to individual project:			
a. Decrease original allocation by 5 percent or greater	-	X	-
b. Decrease original allocation by less than 5 percent	-	-	X

Feb. 27, 1969

ITEM	Board Approval REQUIRED		Board Approval NOT REQUIRED
	At special or regular meeting	By telephone or letter poll; con- firmation at next regular meeting	Staff Approval; Board informed by telephone, letter, or at next regular meeting
4. Transfer allocated funds from one project to another:			
a. Transfer modifies original allocation to either project by 5 percent or greater	-	X	-
b. Transfer modifies original allocation to either project by less than 5 percent	-	-	X
5. Addition of new project by virtue of unantici- pated receipts:			
a. Budget for new proj- ect is \$250,001 or more	X	-	-
b. Budget for new pro- ject is \$50,001 to \$250,000	-	X	-
c. Budget for new pro- ject is \$50,000 or less	-	-	X
6. Elimination of project for which original allocation was made	X	-	-

Schedule IV. Policy of Board of Trustees for Approval of Campus Plan
Including Location of Individual Projects

ITEM	Board Approval REQUIRED		Board Approval NOT REQUIRED
	At special or regular meeting	By telephone or letter poll; con- firmation at next regular meeting	Staff approval; Board informed by telephone, letter, or at next regular meeting
A. Master Campus Plan	X	-	-
B. Modifications to Master Campus Plan	X	-	-
C. Location of Individual Projects:			
1. According to Pre- viously Approved Campus Plan	-	-	X
2. Not According to Pre- viously Approved Campus Plan	X	-	-

Schedule V: Policy of Board of Trustees for Appointment of Designers
for Capital Projects (Including Interior Furnishings)

ITEM	Board Action REQUIRED		Board Action NOT REQUIRED	
	At special or regular meeting	By telephone or letter poll; con- firmation at next regular meeting	Staff action; Board informed by telephone, letter, or at next regular meeting	Staff action without report to Board
A. Pre-recommendation activities:				
1. Compilation of potential designers' list	-	-	-	X
2. Interviews and evalua- tion	-	-	-	X
B. Recommendation of three in priority order *	-	-	X	-
C. Selection:				
1. Project budget is \$250,001 or more	X	-	-	-
2. Project budget is \$50,001 to \$250,000	-	X	-	-
3. Project budget is \$50,000 or less	-	-	X	-

* Except when recommendation is for interior design by project architect.

Schedule VI. Policy for Board of Trustees Approval of Capital Project Design

ITEM	Board Approval REQUIRED	Board Approval NOT REQUIRED
	At special or regular meeting	Staff approval; Board informed by telephone, letter, or at next regular meeting
A. Project budget is \$150,000 or more		
1. Schematics	X	-
2. Design Development	X	-
B. Project is less than \$150,000	-	X

Schedule VII. Policy for Board of Trustees Approval of Capital Projects Bid Awards

Nature & size of project (dollar amounts represent low bid received)	Project is within budget allocation previously approved by Board		Project is <u>not</u> within budget allocation previously approved by Board	
	Board approval of bid award REQUIRED	Board approval of bid award NOT REQUIRED	Board approval of bid award REQUIRED	
	By telephone or letter poll; confirmation at next regular meeting	Staff approval; Board informed by telephone, letter, or at next regular meeting	At special or regular meeting	By telephone or letter poll; confirmation at next regular meeting
A. New Construction:				
1. \$250,001 or more	X	-	X	-
2. \$50,001 to \$250,000	X	-	X	-
3. \$50,000 or less	-	X	-	X
B. Remodeling:				
1. \$150,001 or more	X	-	X	-
2. \$25,001 to \$150,000	X	-	X	-
3. \$25,000 or less	-	X	-	X
C. Maintenance Improvements				
1. \$50,001 or more	X	-	X	-
2. \$50,000 or less	-	X	-	X

00283C

Schedule VIII. Policy for Board of Trustees Approval of Change Orders*

Item	Change order will not result in exceeding project budget allocation previously approved by Board		Change order will result in exceeding project budget allocation previously approved by Board	
	Board approval of change order REQUIRED	Board approval of change order NOT REQUIRED	Board approval of change order REQUIRED	
	By telephone or letter poll; confirmation at next regular meeting	Staff approval; Board informed by telephone, letter, or at next regular meeting	At special or regular meeting	By telephone or letter poll; confirmation at next regular meeting
A. Total cost of individual change order on a project:				
\$150,001 or more	X	-	X	-
\$25,001 to \$150,000	X	-	X	-
\$10,001 to \$25,000	-	X	X	-
\$10,000 or less	-	X	-	X
B. Cumulative cost of all change orders on a project:				
\$50,001 or more	X	-	X	X
\$50,000 or less	-	X	-	-

* Applies only to change orders which do not modify scope of project; all change orders which modify the scope of project require Board of Trustees' approval.

RESOLUTION 69-11

ACCEPTANCE OF MINERAL RIGHTS GIFT

WHEREAS, Pope & Talbot, Inc., did hold certain reserved mineral rights on surface land purchased by The Evergreen State College; and

WHEREAS, the College expressed its desire to own surface and mineral rights free of all encumbrances; and

WHEREAS, Pope & Talbot, Inc. has quit claimed to the College all mineral rights held by it on The Evergreen State College campus:

NOW, THEREFORE, BE IT RESOLVED, That the Board of Trustees of The Evergreen State College gratefully accepts the gift of property rights represented by the quit claim, and hereby expresses its gratitude to Pope & Talbot, Inc.

Adopted November 20, 1969

RESOLUTION

*Should be
attached to the
Dec 11, 1969
minutes*

WHEREAS, the late Dr. Garrett Heyns served the State of Washington with great distinction during a long and devoted career, contributing profoundly to the well-being of all the people while Director of the State Department of Institutions and lately as a private citizen, inspiring all who associated with him to mirror his commitment; and

WHEREAS, he was instrumental in the founding of The Evergreen State College and labored selflessly in its behalf;

THEREFORE, BE IT RESOLVED that the Board of Trustees of The Evergreen State College express their deepest sympathy to the family of Dr. Garrett Heyns.

AND BE IT FURTHER RESOLVED that The Evergreen State College continue pursuing his standards of service and achievement, and his humanity.

Adopted November 5, 1969

RESOLUTION NO. 69-12

RESOLUTION TO ACKNOWLEDGE AND ACCEPT CONTRIBUTION
TO THE GREATER EVERGREEN COLLEGE FUND

WHEREAS, Edward Joseph Shoben, Jr., Executive Vice President of the College, has contributed the sum of \$2,568.69 to The Greater Evergreen College Fund, such contribution constituting a transfer of grant from the University of Buffalo Foundation:

NOW, THEREFORE, BE IT RESOLVED, That the Board of Trustees of The Evergreen State College gratefully accepts such contribution to such fund.

November 20, 1969

RESOLUTION NO. 69-13

FRIENDS OF THE EVERGREEN COLLEGE LIBRARY FUND RESOLUTION

WHEREAS, The Evergreen State College has established a Grants and Contracts Fund, a current restricted local fund, as a mechanism for the receiving, processing, depositing and expenditure of certain operational grants and contracts to promote, aid, and assist the educational, research, and service programs of the College; and

WHEREAS, Supplementation of the library collection and equipment and materials for the Library will so promote, assist, and aid the College:

NOW, THEREFORE, BE IT RESOLVED, That the Board of Trustees of The Evergreen State College hereby establishes a "Friends of the Evergreen Library Fund" as a separate account within the Grants and Contracts Fund for the receipt, processing, depositing and expenditure of gifts, grants, donations, contributions and other monies received for the supplementation of the library collection and equipment and materials for the Library; and

BE IT FURTHER RESOLVED, That the College may in its discretion establish separate accounts within the Friends of the Evergreen Library Fund.

November 20, 1969