

**WESTERN WASHINGTON UNIVERSITY  
BOARD OF TRUSTEES  
SPECIAL MEETING  
MINUTES  
FRIDAY, August 22, 2014**

Chair Karen Lee called the Board of Trustees Special Meeting to order on August 22, 2014 at 8:18 a.m. in the Compass Room of the Hotel Bellwether, One Bellwether Way, Bellingham, WA 98225.

**BOARD OF TRUSTEES**

Karen Lee, Chair  
Sue Sharpe, Vice Chair  
Dick Thompson, Secretary  
Chase Franklin  
Betti Fujikado  
Carly Roberts

**WESTERN WASHINGTON UNIVERSITY**

Bruce Shepard, President  
Barbara Sandoval, Assistant to the President/Secretary to the Board of Trustees

**FACILITATOR**

Dr. John W. Moore, Penson Associates, Inc.

Chair Lee and President Bruce Shepard provided welcoming remarks. Dr. John Moore, Penson Associates, was introduced as the meeting facilitator. Moore provided the trustees with an overview of his experience, his history with Western, and the purpose of the work session.

**1. REVIEW OF BASIC CONCEPTS AND BEST PRACTICES**

Dr. Moore reviewed the partnership between the Board of Trustees and the President describing it as an inter-dependent relationship built on mutual respect and shared accountabilities. He reviewed board member responsibilities and outlined the six phases of a presidency.

Chair Lee announced a break at 8:45 a.m. and the Board reconvened at 8:55 a.m.

Moore continued to review and facilitate discussion on the Board/President relationship. He discussed the role of the Board chair and the traits that characterize a successful chair. Moore reviewed best practices for boards and discussed the potential flashpoints for the Board-President relationship.

Chair Lee announced a break at 10:10 am. The Board reconvened at 10:25 am and Chair Lee announced that the Board would convene in Executive Session for approximately five hours to discuss personnel matters as authorized in RCW 42.30.110 (1)(g).

The Board returned to open session at 3:50 pm with no action to report and adjourned the meeting.