

Idaho CTE Foundation Meeting Minutes

September 16th, 2026 Idaho CTE Foundation “all member” Meeting.

0800 Harold called meeting to order. Harold had some audio difficulties with his connection, so Pam E. and others helped chair the meeting at times.

1. Attendance: Harold Nevill (President), Staci Low (Vice President), Pam Eaton (Treasurer), Abby Jerome (Scholarship Committee Chair), Bev H. (eastern Idaho Industry Liaison), Angie N., Pam K., Matt T., Pat N., Clay L., Lisa W., Deb G., and Jorian U. (CTE Division Rep). Beth R., Staci Levitt, and Chelsie W. emailed Harold ahead of time that they couldn't make it.

2. Agenda. The meeting agenda was not changed.

3. Minutes. The meeting minutes of August 19th, 2026 were approved.

4. Treasurer's Report. Pam Eaton sent a treasurer's report (**attached**), which she reviewed and which was then approved. Pam reported that the ICF endowment payments (both Lynch and Tools) were received, and that all 2026 scholarships except one have been paid. The scholarship not paid is waiting for confirmation of enrollment. Treasurer's report = ICF endowment income: \$57, 954.30. Expenses: \$28,100 (\$600 IRS, \$27,500 scholarships). Balance: \$42,524.30.

5. Old Business

a. Scholarship Status. Abby reported that we encountered an unexpected problem with one scholarship: the student had already graduated from her college certification program before our scholarship check arrived at the college. When we discovered this we asked the college to send our check back to us, and Pam sent another check directly to the student. Discussion by ICTEF members led to a decision to change the ICTEF website and scholarship application to state that our scholarships, awarded in the spring, are for the following fall/spring academic terms. Harold and Abby will work on getting this language onto the website and application.

b. Eastern Idaho Industry Tour. Bev Hott, the ICTEF eastern Idaho Industry Liaison, discussed the plan for the upcoming tour/industry visits:

(1) Dates: October 8-9, 2026.

(2) Plan. Thursday 8th = tour/discussions at CTEC, Idaho Steele, Curtis Wright. Dinner Thursday evening with industry partners invited. Location TBD. Friday 9th = tour/discussions at ISU, PVTech, Morton Buildings, Bannock County Sheriff.

Action: We need to know who wants to attend, from outside the area so we can arrange rooms/travel, and for inside the area so we plan accordingly for meals. So far we have Harold and Clay from the Treasure Valley; and Bev Hott and Matt Taylor from eastern Idaho. Anyone else PLEASE email Harold with your intentions immediately.

c. Bylaw Review. After appropriate discussion and a motion properly made and seconded, the new Bylaws and Articles of Incorporation, with changes previously submitted

and distributed, were approved by unanimous vote. Harold and Pam will take action to file these documents with the Idaho Secretary of State's office.

d. FY2027 Budget. After appropriate discussion and a motion properly made and seconded, the 2027 ICTEF budget, with changes previously submitted and distributed, was approved by unanimous vote.

e. ICTEF Board Elections. Harold requested to postpone this issue until the October ICTEF "all member" meeting. There were no objections. Staci Low appealed to members to volunteer to be the secretary.

Action: If any ICTEF member is interested in serving as secretary, please email Harold.

6. New Business

a. Sponsorships for ICTEF events. Harold reminded members that he sent a solicitation brochure attached to his last email to all members. Another copy is **attached** to these minutes. If any member wants Harold to mail them color copies of the brochure, please email him. Members need to fill in the blank on the brochure with the dates of ICTEF CTE-month events (below) before giving the brochure to potential sponsors. Members should remind sponsors that their donation allows them to attend either, or both, of the ICTEF CTE-month events. Those events are:

Student Day at the Legislature (SDAL): Wednesday, February 3rd, 2027. Noon.
"Crystal Ballroom", Hoff Building, Boise.

ICTEF Legislative Reception. Wednesday, February 24th, 2027. 5:30-7:30pm. "Beside Bardenay", Boise.

All ICTEF members are invited to attend either, or both, of these events and should put them onto their calendar. Harold reminded members that with the new fiscal year budget, members need to raise approximately \$13,000 in sponsorships. Last year we raised approximately \$9000, which means we need to ask returning sponsors to increase their donation, if possible, and we need to seek out new sponsors to fill the \$4000 increase.

Action: All ICTEF members should approach their industry partners and solicit sponsorships.

7. Next Meeting. The next ICTEF meeting is planned as a full-member meeting, scheduled for Wednesday, October 21st, 2026, at 8:00 a.m. (MT)/7:00 a.m. (PT) via Zoom.

8. Hearing no objections, and still having problems with his audio, Harold adjourned the meeting at 0820.