

**COLLEGE OF SOUTHERN IDAHO**  
**JUNIOR COLLEGE DISTRICT**

**BOARD OF TRUSTEES MEETING**  
**MONDAY, JUNE 20, 1988**

**CSI BOARD ROOM**

**5:30 p.m.**

**A G E N D A**

**MINUTES**  
**TREASURER'S REPORT**  
**NEW BUSINESS**  
**OLD BUSINESS**  
**PRESIDENT'S REPORT: Budget Hearing**

COLLEGE OF SOUTHERN IDAHO  
JUNIOR COLLEGE DISTRICT  
BOARD OF TRUSTEES MEETING  
JUNE 20, 1988

CALL TO ORDER: 5:30 p.m.

PRESIDING: LeRoy Craig

ATTENDING: Trustees: LeRoy Craig, Dr. Charles Lehrman, Robert Blastock,  
and Dr. Thad Scholes

College Administration: Gerald R. Meyerhoeffer, President  
Karl L. Black, Secretary-Treasurer  
Dr. Michael Glenn, Assistant to the President  
Dr. Orval Bradley, Vocational Dean  
Dr. Jerry Beck, Dean of Continuing Education  
Dr. Joan Edwards, Dean of Planning, Research  
and Development  
Bob McManaman, Physical Plant Director  
Annette Jenkins, Public Information Officer

Visitors: Times-News: Bart Jansen

MINUTES OF MAY 16, 1988, were approved as written on MOTION by Dr. Lehrman.  
Affirmative vote unanimous.

REVENUE REPORT for May was accepted upon MOTION by Dr. Scholes. Affirmative  
vote unanimous.

DISBURSEMENTS include vouchers #1 through #311 and #501 through #648 and  
#701 through #706 totaling \$368,579.69.

May payrolls were: Regular	\$622,647.64
Work Study	\$ 15,889.42

A MOTION by Dr. Lehrman approved the disbursements and fund  
transfers and acknowledged the May payrolls. Affirmative vote unanimous.

RESOLUTION: A resolution to open a new bank account at Idaho First National  
Bank, called the College of Southern Idaho 125 Trust, was approved  
on MOTION by Dr. Scholes. Affirmative vote unanimous.

BIDS: A bid for construction materials for the fish hatchery was awarded  
to Volco, Inc. The only bidder on the project for \$18,915.28 on  
MOTION by Dr. Scholes. Affirmative vote unanimous.

Automatic Door Openers: A bid was awarded to Automatic Doors  
of Boise, Idaho, for \$13,245 to furnish 12 automatic door openers  
for handicapped access to the various buildings on campus. The  
MOTION was by Mr. Blastock. Affirmative vote unanimous.

CSI Board of Trustees Meeting  
June 20, 1988  
Page 2

PRESIDENT'S REPORT: President Meyerhoeffer reported the following:

1. The state building inspector was on campus a year ago and cited us for some safety problems. He returned last week and was very pleased with the compliance that had taken place.
2. We are just entering a new contract year for employees. Employees generally received approximately a 3 percent increase.

SUMMER SCHOOL: Jerry Beck gave a report on summer school. He indicated that the enrollment was up approximately 16.5 percent and predicted a 20 percent increase by the end of summer.

BUDGET: The fiscal year 1989 budget was presented to the Board of Trustees. After careful review of the budget, it was accepted upon MOTION by Mr. Blastock. Affirmative vote unanimous.

ADJOURNMENT: 6:30 P.M.

  
\_\_\_\_\_  
KARL L. BLACK, SECRETARY-TREASURER

APPROVED: July 14, 1988

  
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CHAIRMAN

COLLEGE OF SOUTHERN IDAHO  
JUNIOR COLLEGE DISTRICT

DATE May 88

REGULAR PAYROLL SUMMARY

GROSS	<u>\$ 622,647.64</u>
FEDERAL W/H	<u>60,626.06</u>
STATE W/H	<u>20,435.56</u>
FICA	<u>46,562.06</u>
FIXED DEDUCTIONS	<u>75,197.47</u>
NET PAYROLL	<u>419,826.49</u>

WORKSTUDY PAYROLL SUMMARY

GROSS	<u>\$ 15,889.42</u>
FEDERAL W/H	<u>259.47</u>
STATE W/H	<u>16.65</u>
FIXED DEDUCTIONS	<u>909.63</u>
FICA	<u>909.63</u>
NET PAYROLL	<u>14,703.67</u>

COLLEGE OF SOUTHERN IDAHO  
JUNIOR COLLEGE DISTRICT  
JUNE 20, 1988

RESOLUTION FOR  
COLLEGE OF SOUTHERN IDAHO 125 TRUST BANK ACCOUNT

WHEREAS, the College is desirous of setting up a cafeteria benefit plan by employees, and,

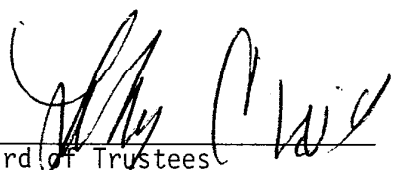
WHEREAS, a trust account must be set up in order to comply with IRS regulations on said plan.

NOW THEREFORE BE IT RESOLVED that an account be set up at Idaho First National Bank called the College of Southern Idaho 125 Trust and,

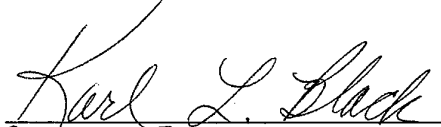
BE IT FURTHER RESOLVED that said account require only the single signature of the Dean of Finance or the Assistant to the Dean of Finance or the facsimile signature of the Treasurer.

ADOPTED this 20th day of June, 1988.

CHAIRMAN:

  
Board of Trustees  
College of Southern Idaho  
Junior College District

ATTEST:

  
Secretary-Treasurer  
Board of Trustees  
College of Southern Idaho  
Junior College District

M E M O R A N D U M

TO: BOARD OF TRUSTEES  
FROM: KARL L. BLACK  
DATE: JUNE 20, 1988  
SUBJECT: BID OPENING

Bids were opened at 2:00 p.m. June 20, 1988, for furnishing twelve (12) automatic door openers for handicapped access. Bids were received as follows:

Magic Glass & Paint-Twin Falls	\$14,449.00
Automatic Doors-Boise, Idaho	13,245.00

It is recommended that we accept the low bid from Automatic Doors at \$13,245.00.

KLB/emc

M E M O R A N D U M

TO: BOARD OF TRUSTEES  
FROM: KARL L. BLACK  
DATE: JUNE 20, 1988  
SUBJECT: BID OPENING

Bids were opened at 2:00 p.m., June 20, 1988, for furnishing construction materials for the fish hatchery. One bid was received from Volco, Inc., for \$18,915.28.

It is recommended that we accept the Volco bid.

KLB/emc

# NEWS RELEASE



COLLEGE OF SOUTHERN IDAHO

P.O. Box 1238  
Twin Falls, ID 83303-1238  
(208) 733-9554

Public hearing will be held at 5:30 p.m. June 20 on the proposed budget for fiscal year 1989 for the College of Southern Idaho. The session will be held in the president's board room in the Taylor Administration Building.

The proposed budget is \$9,650,880, compared to \$9,225,044 for the current operating year. While this represents an overall increase of 5 per cent, Karl Black, Dean of Finance, said 1 per cent of this figure is to replace Title III funded positions. While the college has applied for refunding from the federal government, it will not receive word on this until October, so the amount was included in the total budget.

County tuition has been increased from \$425 to \$465 per semester. However, Black noted the college assessed the maximum on property tax levies last year and market value is expected to be down about 4 to 5 per cent on this next assessment.

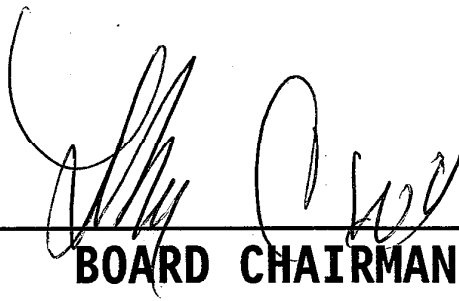
College employees received a 3 per cent pay increase for the next fiscal year.



**BOARD OF TRUSTEES  
COLLEGE OF SOUTHERN IDAHO  
JUNIOR COLLEGE DISTRICT**

**GENERAL FUND BUDGET  
FISCAL YEAR ENDING JUNE 30, 1989**

**APPROVED**

  
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**BOARD CHAIRMAN**

6-20-88

REVENUE

TUITION & FEES:

Tuition and fees have increased 10% above last years budget.  
We are projecting a 4% increase for next years budget.

COUNTY TUITION:

County tuition has been increased from \$425 to \$465 per semester.  
This accounts for \$40,000 of the increase in county tuition. The  
balance is due to an increase last year in enrollment from the  
counties outside of the district.

COUNTY PROPERTY TAXES:

Last year we were at the maximum on our property tax levy. The  
best estimate we can obtain for next year is that market value will  
be down between 4% and 5%. The levy is budget driven. In other  
words the amount we approve in the budget is the amount we assess  
the counties. If the amount is too high, it will be up to them to  
reduce it to the appropriate figure. Since no-one seems to be able  
to give us a reliable figure at this point it would seem logical to  
leave the figure where it is.

OTHER REVENUE:

Other revenue includes rental on Fine Arts, Expo, and Gym as well  
as any balance in the contingency fees, etc.

ADMINISTRATION

PERSONNEL:

We hired a full-time employee in the Business Office to help with  
accounts payable.

FRINGE:

Fringe benefits are affected a great deal by the make up of the  
department, i.e. part-time, full-time salary range, etc. Health  
insurance premiums went up \$230 per person per year. This item  
alone cost the college \$77,000. This is why in all departments  
the fringe benefits went up disproportionately to salaries.

LIBRARY

CAPITAL OUTLAY:

The library has requested additional money for books to meet the  
growing informational needs of the college and to keep scientific  
and technical works from becoming obsolete.

STUDENT SERVICES

REVENUE:

Revenues are generated from fees for graduation, transcripts,  
add/drop, and also administration expense reimbursement on  
financial aid. This year we have decided to show total revenue and  
expense rather than offset the revenue generated against the  
expense.

SALARIES:

A secretary was hired for the Financial Aid Office. Debbie Klimes  
was moved to Student Services as a counselor.

COLLEGE OF SOUTHERN IDAHO  
GENERAL FUND BUDGET NARRATIVE  
JULY 1, 1988 TO JUNE 30, 1989

PAGE 2

MUSEUM

SALARIES:

Phyllis Morgret's salary was budgeted for part time last year. She has gone back to full time for next year.

CONTINUING EDUCATION

BUDGET:

This is the first year since the continuing education program has been reorganized to have sufficient history to record revenue and expenditures by category. The increase in budget reflects about \$24,000 to replace salaries that have been funded by Title III. It also reflects \$50,000 to pay for off-campus credit instruction not previously paid by continuing ed. The balance of the increase is for fringe benefits.

RESOURCE DEVELOPMENT

The increase in budget is to pay employees previously paid by Title III.

SUSPENSE & FIXED CHARGES

TRANSFERS NON-MANDATORY:

Transfers non-mandatory (planning) is set aside for special projects prioritized through the planning process. They include student advising, faculty development, and purchase of equipment.

ACADEMIC INSTRUCTION

PERSONNEL:

This budget has been reduced by \$65,000. One employee has been transferred to the vocational budget in the amount of \$15,000. The \$50,000 balance has been included in the continuing ed budget. This is a transfer of the off campus credit courses.

CAPITAL OUTLAY:

This budget has been reduced by \$30,000 one time money budgeted last year.