

COLLEGE OF SOUTHERN IDAHO BOARD OF TRUSTEES

March 23rd, 2009

**EXECUTIVE SESSION
5:00 p.m.
Desert Building – Room 107**

**BOARD OF TRUSTEES MEETING
6:00pm p.m.
Desert Building – Room 112**

AGENDA

MINUTES – EXECUTIVE SESSION OF FEBRUARY 23, 2009: (A) *Mike Mason*

MINUTES – REGULAR MEETING OF FEBRUARY 23, 2009: (A) *Mike Mason*

TREASURER'S REPORT: (A) *Mike Mason*

HEADSTART REPORT: (I) *Mike Mason*

GREENHOUSE DESIGN-BUILD PROJECT: (A) *Mike Mason*

BOARD OF TRUSTEES WINTER WORK SESSION: (I) *President Beck*

PRESIDENT'S REPORT/LEGISLATIVE UPDATE: (I) *President Beck*

OLD BUSINESS

NEW BUSINESS

*Following the Executive Session there will be a short tour of the Desert Building

**Following the Regular Meeting dinner will be served in Desert 113 at approximately 6:30pm

THE COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT
MARCH BOARD OF TRUSTEES MEETING
MARCH 23, 2009

CALL TO ORDER: 6:12 p.m. Presiding: LeRoy Craig

Attending: Trustees: LeRoy Craig, Dr. Charles Lehrman
Donna Brizee, Dr. Allan Frost and Dr. Thad Scholes

College Administration: Gerald L. Beck President
John M. Mason, Vice President of Administration
Robert Alexander, College Attorney
Dr. Jeff Fox, Executive Vice President and Chief
Academic Officer
Dr. Edit Szanto, Vice President of Student Services
and Planning and Development
Dr. Ken Campbell, Dean of Technology
Dr. Mark Sugden, Instructional Dean
Dr. Todd Schwarz, Instructional Dean
Dr. Cindy Bond, Instructional Dean
Dr. John Miller, Instructional Dean
Jeffrey M. Harmon, Dean of Finance
Graydon Stanley, Dean of Students
Randy Dill, Physical Plant Director
Doug Maughan, Public Information Director
Monty Arrossa, Human Resources Director
Kathy Deahl, Administrative Assistant to the
President

CSI Employees: Evin Fox

Visitors: Student Body Vice President Sonia Monreal and
Student Body President elect Lacey Haggan

Faculty Representative: John Boling and Dave Kiesig

PACE Representative: Nina Ramsey and Karon Myers

Times News: Ben Botkin

MINUTES OF THE EXECUTIVE SESSION OF FEBRUARY 23, 2009 AND THE
REGULAR SESSION OF FEBRUARY 23, 2009 were approved on MOTION
by Dr. Allan Frost. Affirmative vote was unanimous.

TREASURER'S REPORT: The Treasurer's report was approved on MOTION by Dr. Charles Lehrman. Affirmative vote was unanimous.

PRESIDENT'S REPORT:

1. Mike Mason reported that Head Start received its full funding for the current year, was eligible to submit non-competitive grants for salaries and program improvements for this year and would be submitting grants to expand current services by thirty four children and to start an Early Head Start program for twenty four children. He also reported that construction on the new Hansen Head Start Center was scheduled to begin this spring.

2. The Board approved entering into a design build contract with Starr Corporation of Twin Falls, Idaho in the amount of \$326,982.00 for a green house on MOTION by Dr. Allan Frost. Affirmative vote was unanimous.

College maintenance staff will provide all mechanical, electrical, plumbing and phone system services for the project. Costs for additional materials associated with these areas are estimated to be \$30,000.

Funding for this project is from the Plant Facility Fund.

3. Graydon Stanley introduced Sonia Monreal, Student Body Vice President, and Lacey Haggan, Student Body President for the 2009-2010 school year.

4. President Beck reviewed the board of trustees' winter work session held in Salt Lake City, Utah on February 19 - 21, 2009. He noted that various aspects of board training were covered along with some processes for setting goals. The Board did not enter into executive session during the work session.

5. A tour will be conducted of the new Twin Falls High School, new St. Luke's Magic Valley Regional Medical Center and the college culinary arts program at a future date.

10. President Beck reported the following:

a. President Beck has been in communication with legislators concerning future appropriations and support for community colleges.

b. President Beck addressed the Professional and Classified Employees of the College concerning our current year and next year's state appropriation. He advised them we were also watching for the legislative intent concerning salary reductions.

c. Costs for health insurance for fiscal year 2010 has been established at \$8,440 per employee. Benefit changes and future year costs remain a concern.

d. President Beck met with seven people and the Albertson's Foundation as a part of the College of Southern Idaho capital campaign.

e. President Beck attended the Idaho State Board of Education meeting and met with the President's Council.

f. The President and College hosted an Idaho National Guard luncheon as a part of an effort to find out how we can better serve their educational needs.

g. The President met with City of Twin Falls officials concerning improvements to Washington Street and the Cheney Road By-pass.

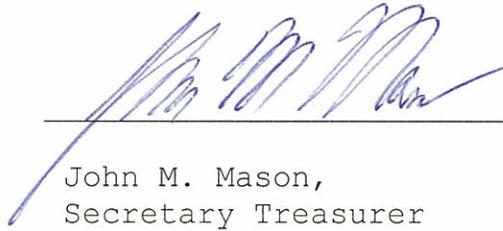
h. The President spoke at a higher education leadership council in Salt Lake City, Utah.

i. The wind energy and industrial technology building project was submitted to the Economic Development Agency for funding. The 30,000 square foot building is estimated to cost approximately \$6,900,000.

j. The College received \$285,000 from federal stimulus funds for two year articulation, computer assisted design and fabrication programs.

CSI Trustees
March 23, 2009
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ADJOURNMENT was declared at 6:40 p.m.



John M. Mason,
Secretary Treasurer

Approved: April 20, 2009



Chairman

March 18, 2009

To: President Beck and the College of Southern Idaho Board of Trustees

From: Mike Mason

Re: Design Build Green House Project

The horticulture program has been utilizing the old college greenhouse and the three small Quonset style green houses by the maintenance mechanic shop. These facilities are not adequate to serve as an educational facility for a horticulture program.

We have been working with Starr Corporation and architect Barrett Craig concerning the design and cost of a new green house for our horticulture program. Dave Kiesig, our horticulture instructor, Terry Patterson, Agriculture Department Head, Dr. Todd Schwarz, Instructional Dean, Randy Dill, Plant Facilities Director, Allen Scherbinske, Assistant Plant Facilities Director and I have been involved in the process.

The project consists of two 35 foot by 60 foot adjoined greenhouses from a turn-key kit that cost approximately \$150,000 without a foundation or lighting. The original plan would have required us to construct a foundation and bring water, electricity and natural gas to the site. At that time we were planning on utilizing a gravel floor and using the adjacent tennis court bathrooms. Our original estimate was \$250,000.

Due to various program and code requirements, we have had to add the following:

1. Strengthened interior joists to hold hanging plants.
2. Add two bathrooms. The bathrooms will be inside the building encased in block with a concrete lid.
3. Add a two foot foundation stem wall to protect the fiberglass siding from mower damage.
4. Add a concrete floor to accommodate handicapped and elderly students.

5. Add floor drains and a catch basin system.
6. Provide telephone/computer access.

Starr Corporation has provided us with a design build cost of \$326,982.00 for the project. This price does not include any plumbing, electrical, mechanical or phone system work. We plan on utilizing our in house staff for these areas and estimate the materials cost to be an additional \$30,000. This brings the total cost of the project to approximately \$357,000.

The site for the project is north of the Quality Assurance Lab in the old track and field area. This area was the most cost effective for providing electrical, sewer and natural gas to the project.

Based upon the program needs, I respectfully request permission to proceed with the design build green house construction project in the amount of \$357,000. Funding for this project would be from the Plant Facility Fund.

PROUD TO BE PART OF THE CSI FAMILY



SOUTH CENTRAL HEAD START



Possible Stimulus Impact on South Head Start

Fully Funding of Head Start:

Initially the Federal Government funded 35% of the Main Operating Budget which began on 1/09. The Federal Government has announced that the remaining 65% of the Head Start money will be awarded in March.

Quality Improvement : Non-competitive COLA (Cost of Living Adjustment)

4.9%	\$218,362	“Across the board” in salaries and fringe. Below the line in also, with the majority in child travel due to rising transportation cost.
5.1%	\$227,275	Program improvements with a focus on building and transportation upgrades.

Early Head Start: Submitting a competitive grant for 24 Early Head Start slots. Early Head Start serves pregnant women and children ages 0-3. Planned locations for Early Head Start are Hansen, Rupert, and Jerome.

Head Start Expansion: Submitting a competitive grant to expand our Head Start program. We are applying to serve 34 more children and families in our part-day/ part-year option.

Hansen Center: Due to the reconstruction of the intersection in Hansen, the Head Start Center will be relocated. The city of Hansen and Region IV Development applied for and received a Idaho Community Development Block Grant, to mitigate the cost of relocation. Construction should begin this spring with a completion date set toward the end of this year.

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	REVENUES	COMMITMENTS	BALANCE OF BUDGET	PROJ %	ACTUAL %
SALARIES	\$ 2,222,002.00	\$ 192,951.97	\$ 380,660.58	\$ 1,841,341.42	\$ (7,434.00)		\$ 1,848,775.42	16.4%	16.8%
BENEFITS	\$ 1,425,684.00	\$ 109,083.81	\$ 218,326.37	\$ 1,207,357.63	\$ (4,203.00)		\$ 1,211,560.63	16.4%	15.0%
OUT OF AREA TRAVEL	\$ 3,750.00	\$ 439.00	\$ 595.94	\$ 3,154.06	\$ (17.00)		\$ 3,171.06	15.4%	15.4%
EQUIPMENT									
SUPPLIES									
OFFICE CONSUMABLES	\$ 13,700.00	\$ 1,126.65	\$ 2,751.64	\$ 10,948.36	\$ (43.00)	\$ 386.40	\$ 10,604.96	18.3%	22.6%
CENTER SUPPLIES	\$ 52,020.00	\$ 5,934.24	\$ 7,385.31	\$ 44,634.69	\$ (229.00)	\$ 4,864.03	\$ 39,999.66	19.6%	23.1%
TRAINING SUPPLIES	\$ 8,700.00	\$ 56.20	\$ 76.70	\$ 8,623.30	\$ (2.00)	\$ 100.48	\$ 8,524.82	10.1%	2.0%
FOOD	\$ 11,200.00	\$ 14,389.31	\$ 21,696.61	\$ (10,496.61)	\$ (32,212.73)	\$ 25,350.20	\$ (3,634.08)	9.2%	132.4%
CONTRACTUAL									
OTHER									
CONTRACTS	\$ 49,190.00	\$ 7,622.64	\$ 7,930.14	\$ 41,259.86	\$ (294.00)	\$ 498.70	\$ 41,055.16	16.0%	16.5%
MEDICAL	\$ 15,675.00	\$ 969.00	\$ 1,006.50	\$ 14,668.50		\$ 1,105.00	\$ 13,563.50	11.2%	13.5%
DENTAL	\$ 57,655.00	\$ 231.20	\$ 441.20	\$ 57,213.80		\$ 1,395.50	\$ 55,818.30	13.8%	3.2%
CHILD TRAVEL	\$ 74,785.00	\$ 12,743.52	\$ 17,301.89	\$ 57,483.11	\$ (491.00)	\$ 5,061.49	\$ 52,912.62	14.5%	29.2%
EMPLOYEE TRAVEL	\$ 43,605.00	\$ 1,833.26	\$ 2,285.05	\$ 41,319.95	\$ (71.00)	\$ 587.91	\$ 40,803.04	15.6%	6.4%
CAREER DEVELOP	\$ 6,985.00	\$ 523.00	\$ 2,583.00	\$ 4,402.00	\$ (20.00)	\$ 1,135.00	\$ 3,287.00	24.3%	52.9%
PARENT TRAINING	\$ 6,800.00	\$ 661.00	\$ 771.00	\$ 6,029.00	\$ (25.00)	\$ 963.90	\$ 5,090.10	28.7%	25.1%
SPACE	\$ 54,652.00	\$ 2,746.62	\$ 8,756.62	\$ 45,895.38	\$ (106.00)	\$ 894.41	\$ 45,106.97	17.8%	17.5%
UTILITIES	\$ 65,125.00	\$ 7,417.05	\$ 8,050.25	\$ 57,074.75	\$ (286.00)	\$ 636.03	\$ 56,724.72	23.2%	12.9%
TELEPHONE	\$ 37,510.00	\$ 2,490.79	\$ 4,435.22	\$ 33,074.78		\$ 132.12	\$ 32,942.66	16.6%	12.2%
OTHER	\$ 39,945.00	\$ 6,876.00	\$ 17,798.25	\$ 22,146.75	\$ (265.00)	\$ 600.00	\$ 21,811.75	28.8%	45.4%
TOTAL DIRECT COSTS	\$ 4,188,983.00	\$ 368,095.26	\$ 702,852.27	\$ 3,486,130.73	\$ (45,698.73)	\$43,711.17	\$ 3,488,118.29	16.7%	16.7%
ADMIN COSTS	\$ 267,382.00	\$ 45,697.00	\$ 45,697.00	\$ 221,685.00	\$ (909.00)		\$ 222,594.00	16.7%	16.8%
GRAND TOTAL	\$ 4,456,365.00	\$ 413,792.26	\$ 748,549.27	\$ 3,707,815.73	\$ (46,607.73)	\$43,711.17	\$ 3,710,712.29	16.7%	16.7%
					(1)				
IN KIND NEEDED	\$ 181,044.54								
IN KIND GENERATED	\$ 94,704.00								
IN KIND (SHORT)/LONG	\$ (86,340.54)								
	(2)								
(1) Reflected revenue(s) include January and February TANF and USDA.									
(2) In kind sufficient to meet requirement will be booked during March									