



**COLLEGE OF SOUTHERN IDAHO
BOARD OF TRUSTEES**



May 18, 2009

EXECUTIVE SESSION

5:00 p.m.

Taylor Building – President’s Board Room

BOARD OF TRUSTEES MEETING

5:30 p.m.

Taylor Building – SUB 248

AGENDA

MINUTES – EXECUTIVE SESSION OF APRIL 20, 2009 (A) *Mike Mason*

MINUTES – REGULAR MEETING OF APRIL 20, 2009: (A) *Mike Mason*

TREASURER’S REPORT: (A) *Mike Mason*

JULY & AUGUST 2009 CONTINUING BUDGET RESOLUTION: (A) *Mike Mason*

VIDEO MATRIX AND PTZ CONTROL SYSTEM BID: (A) *Mike Mason*

HEAD START REPORT: (I) *Mike Mason*

PMT RIGHT-OF-WAY UPDATE: (I) *Mike Mason*

PILOT SUMMER SCHOOL SCHEDULE: (I) *Dr. Jeff Fox and Dr. John Miller*

SUMMER MAINTENANCE PROJECTS (I) *Randy Dill*

PRESIDENT’S REPORT: (I) *President Beck*

OLD BUSINESS

NEW BUSINESS

THE COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT
MAY BOARD OF TRUSTEES MEETING
MAY 18, 2009

CALL TO ORDER: 5:45 p.m. Presiding: Dr. Charles Lehrman

Attending: Trustees: 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. Ken Campbell, Dean of Technology
Dr. Todd Schwarz, Instructional Dean
Dr. Cindy Bond, Instructional Dean
Dr. Mark Sugden, Instructional Dean
Jeffrey M. Harmon, Dean of Finance
Monty Arrossa, Director of Human Resources
Doug Maughan, Public Information Director
Kathy Deahl, Administrative Assistant to the
President

CSI Employees: None

Visitors: None

Faculty Representative: Roland Cooke

PACE Representative: Karon Myers and Kim Taylor

Times News: Ben Botkin

MINUTES OF THE EXECUTIVE SESSION OF APRIL 20, 2009 AND THE
REGULAR SESSION OF APRIL 20, 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 Donna Brizee. Affirmative vote was unanimous.

BIDS:

1. The Board approved the low bid of Spytown Security Products Superstore in the amount of \$33,815.24 for the specified video matrix and camera pan, tilt, zoom control system on MOTION by Dr. Allan Frost. Affirmative vote was unanimous.

PRESIDENT'S REPORT:

1. The Board approved the continuing budget resolution for the months of July and August of 2009 on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.

2. Mike Mason reviewed the progress on the new Hansen Head Start Center. Head Start and block grant funding through the City of Hansen will be used to fund the building. The City of Hansen will be given the old Head Start Center as a part of the project. The new center should be completed by late December of 2009.

Head Start is within budget and does not foresee any major fiscal issues.

3. The Board authorized Vice President of Administration Mike Mason to sign documents granting easements to Project Mutual Telephone for fiber optic lines buried around the campus perimeter back in 2005 on MOTION by Dr. Allan Frost. Affirmative vote was unanimous.

4. Dr. Jeff Fox and Dr. John Miller reviewed summer school schedules with the Board. There are new six week classes starting in mid-May and running through the end of June and four week classes in addition to the regular eight week classes. The four and six week classes are pilot projects that will be evaluated at the end of the term.

5. Mike Mason briefly reviewed approximately twenty nine maintenance projects with the Board that are in progress this summer.

6. President Beck reported the following:

a. The first meeting in preparation for the five year interim accreditation was held.

b. The fiscal year 2010 budgeting process is underway. Plans are being developed to address the loss of approximately \$730,000 of federal stimulus funds in fiscal year 2012. The budget emphasis is on gaining efficiencies and increasing revenues.

c. The faculty have been advised that rank and degree completion will continue to be honored in the budget setting process for fiscal year 2010.

d. The annual retirement party recognized six employees with one hundred and twenty five years of collective service to the College of Southern Idaho.

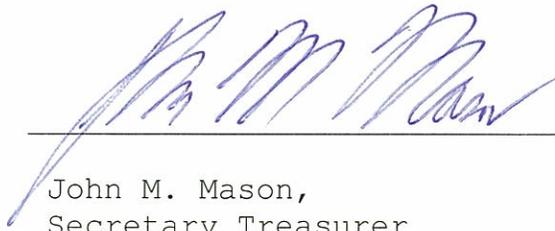
e. President Beck presided over his next to last President's Council meeting. Upcoming statewide issues include financial aid and immigration policies.

f. Dr. Mark Sugden and President Beck attended a press conference for the new INBRE grant. The grant will provide the college with \$450,000 over the next five years to pay for student internships and equipment for the biology department.

g. President Beck continues to hold executive awareness seminars as a part of the College of Southern Idaho Foundation capital campaign.

h. President Beck, administrators and the Board attended the Heavy Metal Construction Career Day and toured the new Canyon Ridge High School and new Saint Luke's Magic Valley Regional Medical Center.

ADJOURNMENT was declared at 6:30 p.m.



John M. Mason,
Secretary Treasurer

Approved: June 15, 2009



Chairman



May 14, 2009

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

From: Mike Mason

Re: Video Matrix and PTZ Control System

We received two bids for the specified video matrix and camera pan, tilt, zoom control system. The Orion Security System bid in the amount of \$119,000 was a complete system bid rather than the components that we had requested. We only want a new matrix controller and camera controller that will allow us to use our existing control system and enable us to replace our older controllers over time as they fail. We cannot get replacements or parts for these older controllers.

The second bid is from Spytown Security Products Superstore. It contains only the specific components we need and is priced at \$33,815.24.

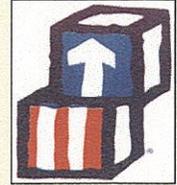
Based upon a review of the bid by Dr. Ken Campbell and Bruce Nukaya, it is my recommendation that we accept the low bid of Spytown Security Products Superstore of Melville, New York in the amount of \$33,815.24.

Funding for this purchase is from budgeted Technology Department funds.

PROUD TO BE PART OF THE CSI FAMILY



SOUTH CENTRAL HEAD START



Hansen Head Start Building Project

Due to an increase in truck traffic, the Idaho Transportation Department needs to realign the intersection of Rock Creek Road and U.S. 30. Roughly 2600 vehicles per day pass through on their way to work, dairies, and feed operations. The current Hansen Head Start building is located in the northeast corner of this intersection where a turning lane will be constructed for the necessary roadway improvements.

The City of Hansen applied for an **Idaho Community Development Block Grant** in order to make the intersection safe and keep Head Start in the community. The grant will make it possible for Head Start to construct a safer, more modern facility within the city. The City of Hansen will design and reuse the old Head Start parcel for economic development opportunities to strengthen the local economy.

Project Partners

- ◆ City of Hansen
- ◆ College of Southern Idaho
- ◆ South Central Head Start

New Facility

- ◆ Located on 1 acre of land
- ◆ Facility is approximately 3,450 sq ft
- ◆ Two multi-purpose rooms
- ◆ Complete commercial kitchen
- ◆ Administrative space
- ◆ Approximately 11,000 sq ft of outdoor environment

South Central Head Start will be able to relocate a significant amount of furnishings, kitchen appliances, office equipment, and outdoor playground features to the new location.

The city of Hansen will purchase the new parcel of ground and provide hook-ups to city sewer and water services

Timeline

- Submitted Grant Winter 2008
- Grant Award April 2009
- Bob Crooks, Building Design Consultant comes May 2009
- Bid Process
- New Construction begins approximately July 2009
- Construction completed December 2009

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	REVENUES	COMMITMENTS	BALANCE OF BUDGET	PROJ %	ACTUAL %
SALARIES	\$ 2,222,002.00	\$ 192,613.00	\$ 761,013.53	\$ 1,460,988.47			\$ 1,460,988.47	32.0%	34.2%
BENEFITS	\$ 1,425,684.00	\$ 111,550.88	\$ 439,279.04	\$ 986,404.96			\$ 986,404.96	32.0%	30.8%
OUT OF AREA TRAVEL	\$ 3,750.00	\$ 4,183.00	\$ 4,761.94	\$ (1,011.94)		\$ 1,595.40	\$ (2,607.34)	30.2%	169.5%
EQUIPMENT									
SUPPLIES									
OFFICE CONSUMABLES	\$ 13,700.00	\$ 860.23	\$ 4,493.86	\$ 9,206.14			\$ 9,206.14	34.1%	32.8%
CENTER SUPPLIES	\$ 52,020.00	\$ 4,490.50	\$ 14,178.53	\$ 37,841.47		\$ 5,977.35	\$ 31,864.12	34.2%	38.7%
TRAINING SUPPLIES	\$ 8,700.00	\$ 29.26	\$ 526.76	\$ 8,173.24		\$ 135.43	\$ 8,037.81	24.8%	7.6%
FOOD	\$ 11,200.00	\$ (21,689.15)	\$ (1,485.59)	\$ 12,685.59	\$ (18,701.35)	\$ 9,528.78	\$ 21,858.16	18.4%	-95.2%
CONTRACTUAL									
OTHER									
CONTRACTS	\$ 49,190.00	\$ 4,785.00	\$ 15,938.34	\$ 33,251.66		\$ 1,867.50	\$ 31,384.16	37.6%	36.2%
MEDICAL	\$ 15,675.00	\$ 2,089.95	\$ 3,231.45	\$ 12,443.55		\$ 1,155.00	\$ 11,288.55	17.8%	28.0%
DENTAL	\$ 57,655.00	\$ (97.35)	903.85	\$ 56,751.15		\$ 1,495.50	\$ 55,255.65	30.3%	4.2%
CHILD TRAVEL	\$ 74,785.00	\$ 4,671.77	\$ 33,478.04	\$ 41,306.96		\$ 8,816.06	\$ 32,490.90	28.4%	56.6%
EMPLOYEE TRAVEL	\$ 43,605.00	3,026.11	\$ 7,341.25	\$ 36,263.75		\$ 1,721.58	\$ 34,542.17	30.9%	20.8%
CAREER DEVELOP	\$ 6,985.00	\$ 745.00	\$ 3,848.84	\$ 3,136.16		\$ 1,115.00	\$ 2,021.16	50.3%	71.1%
PARENT TRAINING	\$ 6,800.00	\$ 362.60	\$ 1,757.40	\$ 5,042.60		\$ 808.90	\$ 4,233.70	55.1%	37.7%
SPACE	\$ 54,652.00	1,795.56	11,963.20	\$ 42,688.80		\$ 574.12	\$ 42,114.68	32.1%	22.9%
UTILITIES	\$ 65,125.00	\$ 2,148.48	\$ 18,385.04	\$ 46,739.96		\$ 2,368.09	\$ 44,371.87	35.9%	31.9%
TELEPHONE	\$ 37,510.00	\$ 2,566.76	\$ 9,703.25	\$ 27,806.75		\$ 325.73	\$ 27,481.02	32.0%	26.7%
OTHER	\$ 39,945.00	\$ 991.00	18,742.25	\$ 21,202.75		\$ 1,245.00	\$ 35.90	35.9%	50.0%
TOTAL DIRECT COSTS	\$ 4,188,983.00	\$ 315,122.60	\$ 1,348,060.98	\$ 2,840,922.02	\$ (18,701.35)	\$38,729.44	\$ 2,800,972.08	24.3%	32.7%
ADMIN COSTS	\$ 267,382.00		\$ 45,411.00	\$ 221,971.00		\$ 40,635.45	\$ 181,335.55	24.9%	32.2%
GRAND TOTAL	\$ 4,456,365.00	\$ 315,122.60	\$ 1,393,471.98	\$ 3,062,893.02	(\$18,701.35)	\$79,364.89	\$ 3,002,229.48	24.4%	32.6%
					(1)				
IN KIND NEEDED	\$ 368,209.22								
IN KIND GENERATED	\$ 200,051.85								
IN KIND (SHORT)/LONG	\$ (168,157.37)								
	(2)								
(1) Reflected revenue(s) include April USDA.									
(2) An additional \$90,485 in kind has been booked.									

College of Southern

Acct Year: 0809 Fund From: 00 Dept From: 7100 Acct From: 3000
Acct Month: 10 Fund To: 99 Dept To: 7199 Acct To: 5999

<i>Fund 71 HEADSTART</i>	<i>Actual</i>	<i>Encumbrance</i>	<i>Total</i>	<i>Budget</i>	<i>Remaining</i>	
	<i>(\$11,073.91)</i>	<i>\$0.00</i>	<i>(\$11,073.91)</i>	<i>\$4,921,600.00</i>	<i>\$4,932,673.91</i>	<i>100.23%</i>
<i>Revenue: (\$1,725,319.31) Expense: \$1,714,245.40</i>	<i>Encumb Rev: \$0.00</i>	<i>Encumb Exp: \$0.00</i>	<i>Net: (\$11,073.91)</i>			

<i>Grand Total</i>	<i>(\$11,073.91)</i>	<i>\$0.00</i>	<i>(\$11,073.91)</i>	<i>\$4,921,600.00</i>	<i>\$4,932,673.91</i>	<i>100.23%</i>
<i>Revenue: (\$1,725,319.31) Expense: \$1,714,245.40</i>	<i>Encumb Rev: \$0.00</i>	<i>Encumb Exp: \$0.00</i>	<i>Net: (\$11,073.91)</i>			

<i>Account # 20</i>	<i>15,522.90</i>
<i>TANF</i>	<i>28,396.81</i>
<i>Health Initiative</i>	<i>10,829.50</i>
<i>In Kind</i>	<i>200,051.85</i>
<i>Non Federal Cash</i>	<i>19.05</i>
<i>USDA</i>	<i>57,345.85</i>
<i>MISC Revenue</i>	<u><i>8,607.33</i></u>

NET SPEND \$ 1,393,471.98



**COLLEGE OF SOUTHERN IDAHO
BOARD OF TRUSTEES**

**WORKING SESSION/EXECUTIVE SESSION
JUNE 8, 2009**

7:00 PM

**TAYLOR BUILDING
PRESIDENT'S OFFICE
BOARD ROOM**

The Board will meet with President Beck and college administrators for a working session on June 8, 2009 at 7:00 pm in the President's Boardroom in the Taylor Administration Building for a working session to discuss various current issues. The meeting is expected to last approximately one hour.

If the Board elects to enter executive session, it will meet in accordance with Idaho Code 67-2345 (b) to conduct deliberations concerning personnel; (c) to conduct deliberations concerning real property; and (f) to consider and advise its legal representatives in pending litigation or where there is a public awareness of probable litigation.

Questions concerning the meeting or executive session should be directed to Mike Mason at 208-732-6203.

COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
PRESIDENT'S BOARDROOM
WORK SESSION
JUNE 8, 2009

CALL TO ORDER: 7:00 p.m. PRESIDING: LeRoy Craig

ATTENDING: Trustees: LeRoy Craig, Donna Brizee, Dr.
Charles Lehrman and Dr. Thad Scholes

College Administration: Gerald L. Beck, President
John M. Mason, Vice President of Administration

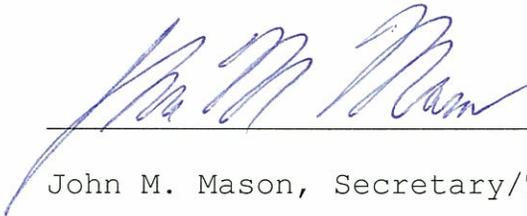
Times News: Ben Botkin

PRESIDENT'S REPORT

1. Mike Mason reviewed the process utilized to make a recommendation to the Board for the selection of a design builder for the proposed wind energy building, addition to the Desert Building and associated projects. The review includes selection committee members, Idaho Code, listing of proposers, information given to proposers, rating system and rating results.

2. President Beck advised the Board of the possible loss of approximately five hundred thousand dollars of federal stimulus funds that we were expecting to receive in fiscal year 2011.

BOARD OF TRUSTEE ADJOURNMENT was declared at 8:10 p.m.



John M. Mason, Secretary/Treasurer

APPROVED June 15, 2009



Chairman