



# COLLEGE OF SOUTHERN IDAHO BOARD OF TRUSTEES

**December 19, 2011**

## **EXECUTIVE SESSION**

**5:00p.m.**

**Taylor Building – President’s Board Room**

## **BOARD OF TRUSTEES MEETING**

**6:00p.m.**

**Taylor Building – SUB 248**

## **AGENDA**

**APPROVAL OF MEETING AGENDA: (A) *Dr. Thad Scholes***

**MINUTES – EXECUTIVE SESSION OF NOVEMBER 21, 2011 : (A) *Mike Mason***

**MINUTES – REGULAR MEETING OF NOVEMBER 21, 2011: (A) *Mike Mason***

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

**OPEN FORUM**

**PROPERTY LEASE & LOAN ON NEW APARTMENT COMPLEX: (A) *Mike Mason***

**OCCUPANCY COSTS FOR APPLIED TECHNOLOGY AND INNOVATION CENTER:**

**(A) *Mike Mason***

**HEAD START REPORT: (A) *Mike Mason***

**HEAD START 2011 ANNUAL REPORT: (I) *Mike Mason***

**HERRETT CENTER PROPOSED ACQUISITIONS: (A) *Mike Mason***

**POLICY AND PROCEDURE MANUAL UPDATES: (A) *Monty Arrossa***

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

**OLD BUSINESS**

**NEW BUSINESS**

THE COLLEGE OF SOUTHERN IDAHO  
COMMUNITY COLLEGE DISTRICT  
DECEMBER BOARD OF TRUSTEES MEETING  
DECEMBER 19, 2011

CALL TO ORDER: 6:00 p.m.    Presiding: Dr. Thad Scholes

Attending: Trustees: Dr. Thad Scholes, Dr. Allan Frost,  
Donna Brizee, Bob Keegan and Karl Kleinkopf

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. Mark Sugden, Instructional Dean  
Dr. Todd Schwarz, Instructional Dean  
Dr. Cindy Bond, Instructional Dean  
Dr. John Miller, Instructional Dean  
Dr. Ken Campbell, Dean of Technology  
Scott Scholes, Dean of Student Services  
Graydon Stanley, Dean of Students  
Jeff Harmon, Dean of Finance  
Monty Arrossa, Director of Human Resources  
Randy Dill, Physical Plant Director  
Gail Schull, Registrar  
Teri Fattig, Library and Museum Director  
Doug Maughan, Public Relations Director  
Kathy Deahl, Administrative Assistant to the  
President

CSI Employees: Deb Wilson

Visitors: Ryan Roberts

Faculty Representatives: Kim Madsen and Dr. Ron Cresswell

PACE Representatives: Lena Paxton, Erin Devlin and Merry  
Olson

Times News: Julie Wootton

The agenda was amended to remove the Policy and Procedure  
Updates. The amended agenda was approved on MOTION by Dr.  
Allan Frost. Affirmative vote was unanimous.

MINUTES OF THE EXECUTIVE SESSION AND THE REGULAR MEETING OF NOVEMBER 21, 2011 WERE APPROVED AS WRITTEN on MOTION by Bob Keegan. Affirmative vote was unanimous.

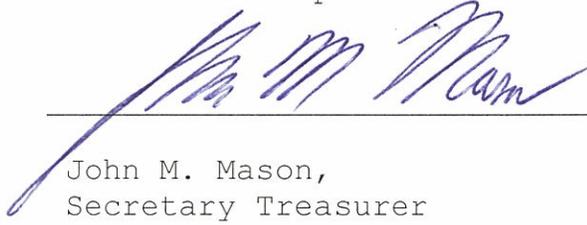
TREASURER'S REPORT: The Treasurer's report was accepted on MOTION by Donna Brizee. Affirmative vote was unanimous.

There were no speakers for Open Forum.

Board Agenda Items:

1. The Board approved loaning \$3,000,000 for twenty years at a 5% interest rate to the Dormitory Housing Commission for the purpose of constructing student housing and the lease of 3.63 acres of college property to the Dormitory Housing Commission for the sum of \$1 per year for twenty years for the purpose of constructing student housing on MOTION by Bob Keegan. Affirmative vote was unanimous.
2. The Board approved the request to ask the Idaho State Board of Education, the Joint Finance Appropriations Committee and the Governor's office for permission to submit occupancy costs for our Applied Technology and Innovation Center building in our fiscal year 2014 state budget request on MOTION by Dr. Allan Frost. Affirmative vote was unanimous.
3. The Board approved the monthly Head Start/Early Head Start fiscal and operational reports on MOTION by Dr. Allan Frost. Affirmative vote was unanimous.
4. The Board approved the Herrett Center for Arts and Science Collections Committee Proposed Acquisitions on MOTION by Donna Brizee. Affirmative vote was unanimous.
5. Dr. Jeff Fox reported on his trip to Idaho Falls to set up College of Southern Idaho academic classes in eastern Idaho.
6. President Beck reported his activities for the month to the Board.

ADJOURNMENT was declared at 6:35 p.m.



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John M. Mason,  
Secretary Treasurer

Approved: January 23, 2012



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Chairman

December 14, 2011

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

From: Mike Mason

Re: New Apartment Complex

We have completed the zoning and planned unit development process with the City of Twin Falls concerning the 8.54 acres we purchased south west of campus. The estimated total project development and construction cost of the forty unit, two bedroom apartment complex is approximately \$6,000,000. Last year we transferred \$2,000,000 from the bookstore, \$500,000 from the dormitory housing account and \$500,000 from the student union fund for the housing project for a total of \$3,000,000 towards the project.

The Dormitory Housing Commission has authorized me to request a loan of \$3,000,000 from the College of Southern Idaho. The loan would be repaid over 20 years at an interest rate of 5%. The source of funds for the College would be the Plant Facility funds. The annual payment per year, including principal and interest, would be approximately \$240,000 per year.

In the event the Board chooses not to authorize this loan, the Dormitory Housing Commission, with Board approval, can pursue a revenue bond or seek other financing.

I would also request permission for the College to enter into a property lease with the Dormitory Housing Commission for the 3.63 acres that apartment complex will occupy. The lease amount would be \$1.00 per year. The Dormitory Housing Commission has authorized me to request this lease.

If you have questions or need further information, please let me know.



December 12, 2011

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

From: Mike Mason

Re: Occupancy Costs for the Applied Technology and Innovation Center

In accordance with the Idaho State Board of Education V. B. 10.b, community colleges are required to notify the Office of the Idaho State Board of Education, the Joint Finance Appropriations Committee and the Governor of new eligible space that will result in a request for occupancy costs. The first step in the notification process is for the community college Board of Trustees to approve the request for occupancy costs

I respectfully request authorization to notify the Office of the Idaho State Board of Education, the Joint Finance Appropriations Committee and the Governor's office of the intent of the College of Southern Idaho to request occupancy costs for the Applied Technology and Innovation Center. The building is expected to be completed in July or August of 2013. If approved, this will make the request for approximately \$219,700 in occupancy costs a part of our fiscal year 2014 request.

The attached letter is the official request that will be sent to the authorizing organizations.



December 12, 2011

To: Matt Freeman, Chief Fiscal Officer, Office of the Idaho State Board of Education  
Paul Headlee, Legislative Budget Office  
Richard Budzich, Division of Financial Management

From: Mike Mason



Re: Fy 2014 Occupancy Cost Request

The College of Southern Idaho requests permission to submit an occupancy cost request for new eligible space. The request is in accordance with Idaho State Board of Education Governing Policies and Procedures section V.B.10.b. Information required by this policy is as follows:

- a. Description of the eligible space, its intended use and how it relates to the mission of the College.

The College of Southern Idaho is in the process of developing an Applied Technology and Innovation Center to house our growing Professional Technical programs. The new building will house our wind energy program, manufacturing technology, environmental technology, HVAC technology, drafting and industrial mechanics apprenticeship programs. Currently, the wind energy program is located across town in a renovated warehouse and the manufacturing technology program is housed at Canyon Ridge High School. Environmental technology shares as storage space with our welding department.

These programs have the ability to share some lab space and equipment along with some overlap in curriculum. The training these programs provide is the type that has been requested by manufacturing industries in our area.

The programs are both a part of our educational mission in providing training leading to good jobs and our workforce training and economic development mission.

- b. Estimated cost of the building or facility and the source of funds.

The building is estimated to cost approximately \$6,600,000. Approximately \$4,400,000 of the funds are coming from a federal Economic Development Act grant and \$2,200,000 of matching funds are coming from College of Southern Idaho institutional funds.

c. Estimated occupancy costs.

Utilizing the occupancy formula provided by the Idaho State Board of Education, the estimated occupancy costs based upon a 30,000 square foot, \$6,600,000 building are approximately \$219,700.

d. Estimated date of completion.

The estimated date of completion is July/August of 2013. The occupancy cost request would be in the fiscal year 2014 budget request.

If you have questions or there are other processes that I need to complete for this request, please let me know.

# PROUD TO BE PART OF THE CSI FAMILY



## COLLEGE OF SOUTHERN IDAHO HEAD START/EARLY HEAD START



### Policy Council

- Policy Council is a governing board consisting of parents and community representatives. Each Head Start Center elects one Policy Council Member per unit/classroom; with one Alternate and one Community Representative.
- Community Representatives act as a liaison to the community and serve in an advisory position at Parent Meetings. Community Representatives serve in a voting capacity at Policy Council Meetings.
- Policy Council Members meet on a monthly basis to review work plans, policies, procedures, and budgets. Policy Council also approves or disapproves funding applications.
- Policy Council reviews the annual community assessment and helps to identify program goals and develop ways to meet these goals.
- Policy Council Members serve on hiring panels for new Head Start staff. The Policy Council approves or disapproves of the hiring and/or termination of all staff.
- Policy Council Members assist in conducting a yearly Self- Evaluation and any Federal Reviews.
- Policy Council Members report back to their centers at Parent Meetings. They assist the Parent Committee to ensure that all parents understand their rights, responsibilities, and opportunities, and encourage parent participation in the program.
- Policy Council Members have the opportunity to enroll in a Policy Council Class to further develop leadership skills and earn a college credit.

Policy Council is one of the strengths of our program. Parents are offered various training opportunities and develop leadership skills as they serve on Policy Council. The Policy Council parents provide valuable feedback to the operation of our program and remind us of our purpose and direction.

**College of Southern Idaho Head Start/ Early Head Start  
Monthly Program Summary  
For November 2011**

**Enrollment**

Head Start ACYF Federal Funded	566
Head Start TANF	27
Early Head Start	80
<b>Total</b>	<b>673</b>

**Program Options**

Part-day/ Part-year, Double Sessions, School District, Pre- K, Early Head Start -Home Based.

**Participation**

Head Start November Attendance	87%
EHS Home Visit Completion Rate	92%

**Meals and Snacks**

Total meals served for November	4280
Total snacks served for November	2878

**Education**

All classroom staff received training in both November and December. Training on the program's curriculum, High/Scope, was provided with an emphasis on planning and recall strategies. Additional training was also provided by Numbers Plus and High Five Mathematize. All families will receive a Family Child Observation Report in December to show their child's progress up to this point in the program year. In January, **The Health Services Advisory Committee will meet again on 1-9-2012 at 8:30 a.m. in SUB 248.** This board reviews the program's work plan for meeting Head Start Federal Performance standards on health. These requirements are intended to help each child find a medical and dental "home" as well as assist families in following up on medical concerns for their children in order to ensure that they are healthy and ready to learn.

**Parent Involvement**

Training was recently completed 12-5-11 to support home visitors in assisting families and children in the Head Start /EHS program. The following areas were covered: classroom activities, upcoming parent surveys for the Community-wide Assessment, enrollment/ recruitment, home visitor problem solving, activities for families and building supportive networks. Speakers from Deseret Industries informed home visitors about vouchers/job training for families. Family Services Advisory Board met 12-5-11. At the meeting program-wide news and updates were shared with parents, staff and community members. Throughout the next few months, parents in the program will receive training on male/ parent involvement in their centers and ways to promote growth, participation, and child development.

**Early Head Start**

All sites are fully enrolled. EHS FEII's and EHS Nurse home visitors received training in November. Susan Vance presented information on Infant Mental Health, Ellen Neff trained on Temperaments, and Deborah Drain trained on 45/90 EPSDT guidelines. All 80 Early Head Start children will receive a free book, "The very hungry caterpillar," from the Regional Early Childhood Council. The Regional Early Childhood Council, RECC, serves as the advisory group to the Infant Toddler Program. EHS LC participates on that committee. Minidoka HS/EHS anticipates moving into the new EHS Socialization space at the beginning of the new year, which is very exciting.

**Documents for Board Review/ Approval:**

Financial Reports

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	BALANCE OF BUDGET	PROJ %	ACTUAL %
<b>SALARIES</b>	\$ 2,459,057.00	\$ 194,700.65	\$ 2,207,854.41	\$ 251,202.59	\$ 251,202.59	92.0%	89.8%
<b>BENEFITS</b>	\$ 1,339,489.00	\$ 109,597.15	\$ 1,211,780.59	\$ 127,708.41	\$ 127,708.41	92.0%	90.5%
<b>OUT OF AREA TRAVEL</b>	\$ -		\$ -	\$ -	\$ -	0.0%	0.0%
<b>EQUIPMENT</b>	\$ -		\$ -	\$ -	\$ -	0.0%	0.0%
<b>SUPPLIES</b>							
<b>OFFICE CONSUMABLES</b>	\$ 18,700.00	\$ 7,805.06	\$ 27,357.81	\$ (8,657.81)	\$ (8,657.81)	98.0%	146.3%
<b>CLASSROOM SUPPLIES</b>	\$ 23,700.00	\$ 2,410.31	\$ 27,115.98	\$ (3,415.98)	\$ (3,415.98)	98.0%	114.4%
<b>CENTER SUPPLIES</b>	\$ 13,060.00	\$ 1,511.42	\$ 13,191.66	\$ (131.66)	\$ (131.66)	98.0%	101.0%
<b>TRAINING SUPPLIES</b>	\$ 11,200.00	\$ -	\$ 9,665.56	\$ 1,534.44	\$ 1,534.44	98.0%	86.3%
<b>FOOD</b>	\$ 19,700.00	\$ 380.88	\$ 14,693.14	\$ 5,006.86	\$ 5,006.86	98.0%	74.6%
<b>CONTRACTUAL</b>				\$ -	\$ -		
<b>OTHER</b>							
<b>CONTRACTS</b>	\$ 14,390.00	\$ -	\$ 11,957.01	\$ 2,432.99	\$ 2,432.99	92.0%	83.1%
<b>MEDICAL</b>	\$ 12,000.00	\$ 1,978.77	\$ 14,133.51	\$ (2,133.51)	\$ (2,133.51)	92.0%	117.8%
<b>DENTAL</b>	\$ 7,760.00	\$ 1,055.40	\$ 7,710.84	\$ 49.16	\$ 49.16	92.0%	99.4%
<b>CHILD TRAVEL</b>	\$ 117,500.00	\$ 10,676.49	\$ 107,693.33	\$ 9,806.67	\$ 9,806.67	95.0%	91.7%
<b>EMPLOYEE TRAVEL</b>	\$ 30,000.00	\$ 3,469.42	\$ 35,590.08	\$ (5,590.08)	\$ (5,590.08)	92.0%	118.6%
<b>CAREER DEVELOP</b>	\$ 3,500.00	\$ 816.00	\$ 3,430.92	\$ 69.08	\$ 69.08	98.0%	98.0%
<b>PARENT TRAINING</b>	\$ 21,990.00	\$ 407.11	\$ 15,385.10	\$ 6,604.90	\$ 6,604.90	95.0%	70.0%
<b>SPACE</b>	\$ 91,060.00	\$ 2,484.00	\$ 59,565.39	\$ 31,494.61	\$ 31,494.61	92.0%	65.4%
<b>UTILITIES</b>	\$ 53,700.00	\$ 4,662.78	\$ 48,815.20	\$ 4,884.80	\$ 4,884.80	92.0%	90.9%
<b>TELEPHONE</b>	\$ 30,973.00	\$ 3,777.16	\$ 34,783.26	\$ (3,810.26)	\$ (3,810.26)	92.0%	112.3%
<b>OTHER</b>	\$ 52,500.00	\$ 4,719.48	\$ 57,156.02	\$ (4,656.02)	\$ (4,656.02)	92.0%	108.9%
<b>TOTAL DIRECT COSTS</b>	\$ 4,320,279.00	\$ 350,452.08	\$ 3,907,879.81	\$ 412,399.19	\$ 412,399.19	94.3%	87.9%
<b>ADMIN COSTS</b>	\$ 275,763.00	\$ 21,651.01	\$ 237,857.01	\$ 37,905.99	\$ 37,905.99	86.0%	86.3%
<b>GRAND TOTAL</b>	\$ 4,596,042.00	\$ 372,103.09	\$ 4,145,736.82	\$ 450,305.18	\$ 450,305.18	90.2%	87.1%
<b>IN KIND NEEDED</b>	\$ 1,183,673.00						
<b>IN KIND GENERATED</b>	\$ 1,204,544.33	100% of Total Needed					
<b>IN KIND (SHORT)/LONG</b>	\$ 20,871.33						
<b>PROCUREMENT CARD EXPENSE</b>	\$ 9,797.20	3% of Total Expense					

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	PROJECTED %	ACTUAL %
6c. OUT OF AREA TRAVEL	\$ 31,290.00	\$ 304.70	\$ 23,445.94	\$ 7,844.06	95.0%	74.9%
6e. SUPPLIES						
Training Supplies	\$ 8,525.00	\$ 2,185.42	\$ 8,617.13	\$ (92.13)	95.0%	101.1%
6g. OTHER						
Contracts	\$ -					
Career Development	\$ 10,220.00	\$ 478.59	\$ 9,710.75	\$ 509.25	95.0%	95.0%
<b>TOTAL DIRECT COSTS</b>	<b>\$ 50,035.00</b>	<b>\$ 2,968.71</b>	<b>\$ 41,773.82</b>	<b>\$ 8,261.18</b>	<b>95.0%</b>	<b>83.5%</b>
ADMIN COSTS	\$ 3,021.00	\$ 75.23	\$ 2,505.29	\$ 515.71	83.0%	82.9%
<b>GRAND TOTAL</b>	<b>\$ 53,056.00</b>	<b>\$ 3,043.94</b>	<b>\$ 44,279.11</b>	<b>\$ 8,776.89</b>	<b>92.0%</b>	<b>83.5%</b>
IN KIND NEEDED	\$ 11,275.00					
IN KIND GENERATED	\$ 11,275.00					
IN KIND (SHORT)/LONG	\$ -					

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	BALANCE OF BUDGET	PROJ %	ACTUAL %
<b>SALARIES</b>	\$ 264,156.00	\$ 42,625.45	\$ 81,553.26	\$ 182,602.74	\$ 182,602.74	33.0%	30.9%
<b>BENEFITS</b>	\$ 117,917.00	\$ 22,033.81	\$ 41,640.16	\$ 76,276.84	\$ 76,276.84	33.0%	35.3%
<b>OUT OF AREA TRAVEL</b>							
<b>EQUIPMENT</b>							
<b>SUPPLIES</b>							
<b>OFFICE CONSUMABLES</b>	\$ 2,000.00	\$ 720.00	\$ 857.00	\$ 1,143.00	\$ 1,143.00	25.0%	42.9%
<b>CENTER SUPPLIES</b>	\$ 2,019.00	\$ 269.14	\$ 269.14	\$ 1,749.86	\$ 1,749.86	20.0%	13.3%
<b>CLASSROOM SUPPLIES</b>	\$ 13,000.00	\$ 148.40	\$ 148.40	\$ 12,851.60	\$ 12,851.60	15.0%	1.1%
<b>TRAINING SUPPLIES</b>	\$ 2,050.00	\$ -	\$ -	\$ 2,050.00	\$ 2,050.00	0.0%	0.0%
<b>FOOD</b>	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	\$ 2,000.00	10.0%	0.0%
<b>CONTRACTUAL</b>							
<b>OTHER</b>							
<b>CONTRACTS</b>	\$ 27,240.00	\$ 472.50	\$ 472.50	\$ 26,767.50	\$ 26,767.50	15.0%	1.7%
<b>MEDICAL</b>	\$ 10,200.00	\$ 47.00	\$ 47.00	\$ 10,153.00	\$ 10,153.00	10.0%	0.5%
<b>DENTAL</b>	\$ 6,000.00	\$ -	\$ -	\$ 6,000.00	\$ 6,000.00	10.0%	0.0%
<b>CHILD TRAVEL</b>	\$ -	\$ -	\$ -				
<b>EMPLOYEE TRAVEL</b>	\$ 6,000.00	\$ 615.11	\$ 755.03	\$ 5,244.97	\$ 5,244.97	15.0%	12.6%
<b>CAREER DEVELOP</b>							
<b>PARENT TRAINING</b>	\$ 2,225.00	\$ -	\$ -	\$ 2,225.00	\$ 2,225.00	15.0%	0.0%
<b>FACILITIES/CONST.</b>	\$ 15,041.00	\$ 325.00	\$ 325.00	\$ 14,716.00	\$ 14,716.00	15.0%	2.2%
<b>UTILITIES</b>	\$ 4,400.00	\$ 187.66	\$ 264.00	\$ 4,136.00	\$ 4,136.00	15.0%	6.0%
<b>TELEPHONE</b>	\$ 2,000.00	\$ 533.01	\$ 840.71	\$ 1,159.29	\$ 1,159.29	15.0%	42.0%
<b>OTHER</b>	\$ 12,000.00	\$ 244.25	\$ 596.47	\$ 11,403.53	\$ 11,403.53	15.0%	5.0%
<b>TOTAL DIRECT COSTS</b>	\$ 488,248.00	\$ 68,221.33	\$ 127,768.67	\$ 360,479.33	\$ 360,479.33	32.6%	24.2%
<b>ADMIN COSTS</b>	\$ 31,165.00	\$ 3,574.34	\$ 3,574.34	\$ 27,590.66	\$ 27,590.66	20.0%	11.5%
<b>GRAND TOTAL</b>	\$ 519,413.00	\$ 71,795.67	\$ 131,343.01	\$ 388,069.99	\$ 388,069.99	33.1%	24.1%
<b>IN KIND NEEDED</b>	\$ 133,100.00						
<b>IN KIND GENERATED</b>	\$ -						
<b>IN KIND (SHORT)/LONG</b>	\$ (133,100.00)						



CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	BALANCE OF BUDGET	PROJ %	ACTUAL %
SALARIES	\$ 525,665.00		\$ 499,642.87	\$ 26,022.13	\$ 26,022.13	100.0%	95.0%
BENEFITS	\$ 250,739.00		\$ 247,645.92	\$ 3,093.08	\$ 3,093.08	100.0%	98.8%
OUT OF AREA TRAVEL	\$ 39,560.00		\$ 40,946.00	\$ (1,386.00)	\$ (1,386.00)	100.0%	103.5%
EQUIPMENT	\$ 18,945.00		\$ 18,944.89	\$ 0.11	\$ 0.11	100.0%	100.0%
SUPPLIES							
OFFICE CONSUMABLES	\$ 2,700.00		\$ 2,596.56	\$ 103.44	\$ 103.44	100.0%	96.2%
CENTER SUPPLIES	\$ 10,387.00		\$ 15,126.14	\$ (4,739.14)	\$ (4,739.14)	100.0%	145.6%
CLASSROOM SUPPLIES	\$ 24,500.00		\$ 22,156.30	\$ 2,343.70	\$ 2,343.70	100.0%	90.4%
TRAINING SUPPLIES	\$ 2,000.00		\$ 2,971.95	\$ (971.95)	\$ (971.95)	100.0%	148.6%
FOOD	\$ 10,687.00		\$ 10,617.04	\$ 69.96	\$ 69.96	100.0%	99.3%
CONTRACTUAL							
OTHER							
CONTRACTS	\$ 43,300.00		\$ 39,518.38	\$ 3,781.62	\$ 3,781.62	100.0%	91.3%
MEDICAL	\$ 8,800.00		\$ 8,901.50	\$ (101.50)	\$ (101.50)	100.0%	101.2%
DENTAL	\$ 600.00		\$ 557.11	\$ 42.89	\$ 42.89	100.0%	92.9%
CHILD TRAVEL	\$ -						
EMPLOYEE TRAVEL	\$ 6,600.00		6,201.50	\$ 398.50	\$ 398.50	100.0%	94.0%
CAREER DEVELOP	\$ 11,681.00		\$ 13,242.99	\$ (1,561.99)	\$ (1,561.99)	100.0%	113.4%
PARENT TRAINING	\$ 2,500.00		\$ 3,019.85	\$ (519.85)	\$ (519.85)	100.0%	120.8%
FACILITIES/CONST. *	\$ 405,690.00		\$ 432,959.54	\$ (27,269.54)	\$ (27,269.54)	100.0%	106.7%
UTILITIES	\$ 6,200.00		\$ 4,753.17	\$ 1,446.83	\$ 1,446.83	100.0%	76.7%
TELEPHONE	\$ 5,619.00		\$ 4,515.72	\$ 1,103.28	\$ 1,103.28	100.0%	80.4%
OTHER	\$ 6,168.00		\$ 3,556.83	\$ 2,611.17	\$ 2,611.17	100.0%	57.7%
TOTAL DIRECT COSTS	\$ 1,382,341.00	\$ -	\$ 1,377,874.26	\$ 4,466.74	\$ 4,466.74	100.0%	99.7%
ADMIN COSTS	\$ 62,330.00		\$ 61,731.63	\$ 598.37	\$ 598.37	100.0%	90.0%
GRAND TOTAL	\$ 1,444,671.00	\$ -	\$ 1,439,605.89	\$ 5,065.11	\$ 5,065.11	100.0%	99.6%
IN KIND NEEDED	\$ 272,692.00						
IN KIND GENERATED	\$ 272,692.00	100%	* Includes carryover of \$353,904 for Facilities Construction in Minidoka				
IN KIND (SHORT)/LONG	\$ -						

**Herrett Center for Arts and Science  
Collections Committee Proposed Acquisitions**

for consideration of approval by

**The College of Southern Idaho Board of Trustees**

DATE ACCEPTED BY HERRETT CENTER COLLECTIONS COMMITTEE: November 10, 2011

DATE REPORT REVIEWED BY THE BOARD OF TRUSTEES: December 19, 2011

**DONORS AND DONATIONS:**

**DONATED BY: Armour Anderson**

Artist: Richard Joshua - Mr. Joshua is a Hopi indian who lived for a time at the Herrett Museum on Kimberly Rd. At that time he made several Kachina dolls. In 1983 he was hired by the Herrett center to again create more dolls and to do paintings of Kachinas. In 1984 he did the paintings for Mr. Anderson in this donation.

Objects: 6 Hopi Kachina (*Katsina*) dolls

Medium: acrylic

(Please see image included with this form.)

**DONATED BY: Kay Hardy** (has donated several pieces to the center including a painting by Archie Teater, she is a member of the Idaho Commission on the Arts and a board member for the Boise Art Museum.)

Artist: Donna Bortfeld -Ms. Bortfeld moved to Boise in 2010 from California

Object Title: "Rhinoceros" teapot

Medium: ceramic

(Please see image included with this form.)

**DONATED BY:**

Object Title: Wilma Titmus for her husband's estate.

(Please see image included with this form.)

This is a continuation of the Gene Titmus 2010 donation. Most of these are pieces made by Mr. Titmus; however, there are a few prehistoric pieces and some that were gifts to Mr. Titmus by other very famous flintknappers; such as Don Crabtree, Errett Calahan, John Clark etc. There are approximately 1,500 pieces in this donation. (The 2010 accessioned collection contained over 8,000 pieces.) Also included in the 2011 donation is a sheet with 3 pages from the Maya Dresden Codex. Jim Woods copied them and placed them together on Mexican bark paper. He then gave one to Gene Titmus. This one has now been returned to the Herrett Center as part of this donation.

(Please see images included with this form.)

Date approved by the Board of Trustees: \_\_\_\_\_

12-19-11

Authorized Board of Trustees signature: \_\_\_\_\_



(If there are any questions please contact Phyllis Oppenheim, Collections Manager, ext. 6660)

Please return this signed form to Phyllis Oppenheim, Herrett Center, thank you.)