



COLLEGE OF SOUTHERN IDAHO BOARD OF TRUSTEES

May 20, 2013

EXECUTIVE SESSION

3:00 p.m.

Taylor Building – President’s Board Room

BOARD OF TRUSTEES MEETING

4:00 p.m.

Taylor Building – SUB 248

AGENDA

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

MINUTES – EXECUTIVE SESSION OF APRIL 15, 2013: (A) *Mike Mason*

MINUTES – REGULAR MEETING OF APRIL 15, 2013: (A) *Mike Mason*

MINUTES – SPECIAL MEETING OF MAY 2, 2013: (A) *Mike Mason*

TREASURER’S REPORT: (A) *Mike Mason*

OPEN FORUM

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

DORMITORY RATES, APARTMENT RATES AND MEAL PRICING: (A) *Mike Mason*

ARAMARK SUBWAY PROPOSAL: (A) *Mike Mason*

FINE ARTS SOUND AND LIGHT SYSTEM UPDATE: (A) *Mike Mason*

OLD BUSINESS

NEW BUSINESS

THE COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT
MAY REGULAR BOARD OF TRUSTEES MEETING
MAY 20, 2013

CALL TO ORDER: 4:11 p.m. Presiding: Dr. Thad Scholes

Attending: Trustees: Dr. Thad Scholes, Karl Kleinkopf and
Laird Stone

College Administration: Dr. Jeff Fox, Executive Vice
President and Chief Academic Officer
John M. Mason, Vice President of Administration
Robert Alexander, College Attorney
Dr. Edit Szanto, Vice President of Student Services
and Planning and Development
Dr. Cindy Bond, Instructional Dean
Scott Scholes, Dean of Student Services
Monty Arrossa, Director of Human Resources
Randy Dill, Physical Plant Director
Doug Maughan, Public Relations Director
Teri Fattig, Library Director and Museum Department
Chair
Debra Wilson, Executive Director of the College of
Southern Idaho Foundation
Kathy Deahl, Administrative Assistant to the
President

CSI Employees: None

Visitors: Kendall Lindley and Katie Hancock

Faculty Representatives: Jim Woods and Crystal Ayers

PACE Representatives: None

Times News: None

KMVT: Joey Martin

The agenda was amended to include the minutes from the
April 25, 2013 Board meeting. The amended agenda was approved
on MOTION by Karl Kleinkopf. Affirmative vote was unanimous.

MINUTES OF THE SPECIAL AND REGULAR MEETINGS OF APRIL 15, 2013 AND THE SPECIAL MEETING OF MAY 2, 2013 WERE APPROVED AS WRITTEN on MOTION by Laird Stone. Affirmative vote was unanimous.

MINUTES OF THE SPECIAL MEETING OF APRIL 25, 2013 WERE APPROVED AS WRITTEN on MOTION by Karl Kleinkopf. Affirmative vote was unanimous.

The Board did not enter into Executive Session on April 15, 2013.

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

Open Forum: There were no speakers for Open Forum.

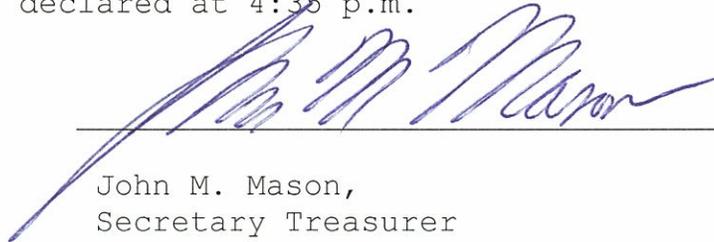
Board Agenda Items:

1. The Board approved the Head Start/Early Head Start monthly operational report on MOTION by Karl Kleinkopf. Affirmative vote was unanimous.
2. The Board approved the proposed meal and room rates for the Eagle Hall Dormitory and the rental rates for the North View Apartments and new Eagle View Apartments on MOTION by Karl Kleinkopf. Affirmative vote was unanimous.
3. The Board discussed the proposal for Aramark to put a Subway franchise in the student union building. Dr. Thad Scholes MOVED for approval of the proposal. The MOTION failed with Dr. Thad Scholes, Karl Kleinkopf and Laird Stone voting against the MOTION.
4. Mike Mason reported that the proposed new sound and light systems for the Fine Arts Auditorium and the light board for the theater were estimated to cost approximately \$460,000. The cost is based upon specifications developed by Aatronics in conjunction with our technical staff. He also stated that the specifications were near completion but there was still time to scale back the project or make changes. Mr. Mason

4. (continued) also advised the Board that there were funds available in the Plant Facility Fund to pay for the full project.

The Board approved proceeding with the bid process for the full project with an estimated cost of \$460,000 on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.

ADJOURNMENT was declared at 4:35 p.m.



John M. Mason,
Secretary Treasurer

Approved: June 17, 2013



Chairman

General Fund YTD Board

YEAR: 1213

Statement of Revenue and Expenses

Acct Month: 10

Wednesday, May 08, 2013

Last Year

This Year

Budget

Remaining Budget

Rem Bud%

Revenue

Tuition & Fees	(\$11,166,817.50)	(\$11,097,675.31)	(\$11,414,900.00)	(\$317,224.69)	2.78%
County Tuition	(\$1,033,600.00)	(\$1,347,055.00)	(\$1,500,000.00)	(\$152,945.00)	10.20%
State Funds	(\$14,900,131.02)	(\$16,393,851.34)	(\$17,319,400.00)	(\$925,548.66)	5.34%
County Property Tax	(\$3,562,482.21)	(\$3,653,755.98)	(\$5,867,600.00)	(\$2,213,844.02)	37.73%
Grant Management Fees	(\$310,962.25)	(\$363,989.31)	(\$480,000.00)	(\$116,010.69)	24.17%
Other	(\$481,611.86)	(\$563,820.24)	(\$325,000.00)	\$238,820.24	-73.48%
Unallocated Tuition	(\$389,060.44)	(\$563,676.00)	\$0.00	\$563,676.00	0.00%
Departmental Revenues	(\$678,624.37)	(\$678,002.18)	(\$720,200.00)	(\$42,197.82)	5.86%

Total Revenue (\$32,523,289.65) (\$34,661,825.36) (\$37,627,100.00) (\$2,965,274.64) 7.88%

Expenditures

Personnel

Salaries	\$16,495,030.63	\$17,285,130.63	\$21,144,100.00	\$3,858,969.37	18.25%
Variable Fringe	\$3,214,223.54	\$3,367,180.39	\$4,309,800.00	\$942,619.61	21.87%
Health Insurance	\$2,828,586.17	\$3,074,753.73	\$3,814,100.00	\$739,346.27	19.38%
Total Personnel	\$22,537,840.34	\$23,727,064.75	\$29,268,000.00	\$5,540,935.25	18.93%

Expense Categories

Services	\$1,482,998.14	\$1,563,970.11	\$2,096,800.00	\$532,829.89	25.41%
Supplies	\$788,640.80	\$770,645.45	\$975,700.00	\$205,054.55	21.02%
Other	\$575,812.83	\$617,303.80	\$649,300.00	\$31,996.20	4.93%
Capital	\$355,451.68	\$402,004.55	\$815,900.00	\$413,895.45	50.73%
Institutional Support	\$3,347,353.90	\$3,430,705.46	\$3,791,400.00	\$360,694.54	9.51%
Transfers	\$15,041.04	\$36,621.28	\$30,000.00	(\$6,621.28)	-22.07%
Total Expense Categories	\$6,565,298.39	\$6,821,250.65	\$8,359,100.00	\$1,537,849.35	18.40%

Total Expenditures \$29,103,138.73 \$30,548,315.40 \$37,627,100.00 \$7,078,784.60 18.81%

Rev/Expense Total (\$3,420,150.92) (\$4,113,509.96) \$0.00 \$4,113,509.96 0.00%

PROUD TO BE PART OF THE CSI FAMILY



COLLEGE OF SOUTHERN IDAHO HEAD START/EARLY HEAD START



Eligibility Criteria and Risk Factors

Policy council reviews the Head Start/Early Head Start Eligibility Criteria for the program on an annual basis. This is a requirement of the Office of Head Start. This year several changes were made in the points system used to determine eligibility in order to ensure that risk factors are taken into consideration in addition to income and categorically eligible criteria. In the eligibility criteria chart below, the first form of eligibility is Income, which is scored based on percentage below the poverty line. Only a maximum of 10% of participants in the program can be over-income. Those slots are generally reserved for children with disabilities. There are several criteria that make a family categorically eligible, regardless of income. These categories are seen below and are Public Assistance, SSI, and Foster Care. Homeless families are also categorically Eligible. Children transitioning from Early Head Start to Head Start are also a high priority in order to ensure continuity of services when EHS families re-apply to the program for Head Start. Finally, risk factors are taken into consideration. By providing a point value to risk factors, income eligibility and categorical eligibility are seen in view of other circumstances the family is experiences in order to establish acceptance priorities on the wait list. Since every situation is unique, the program determined that each risk factor carry the same point value.

Income at 50% or less of the poverty line	15	Single Parent	5
Income 51%-75% of the poverty line	10	Absent Parent	5
Income 76% -%100 of the poverty line	5	Military Deployed	5
Public Assistance (TANF/TAFI)	150	Single Teen Parent	5
SSI	150	Drug/Alcohol Dependency	5
Foster Care	150	Refugee	5
Homeless	150	Parent is a Registered Sex Offender	5
IFSP/IEP (child with a disability)	100	Parent Education < HS Diploma/GED	5
Transitioning EHS Child	120	Unemployment	5
Child Abuse, Neglect, Open H&W Case	5	Custody Issues Between Parents	5
Domestic Violence	5	Language Barrier	5
Incarcerated Parent	5	Custodial Grandparents/Kinship	5
Recent Death in Family	5	Teen Parents (not single)	5
Agency/Nurse Referral	5	Deported Parent/risk of deportation	5
Chronic/Terminal Illness (parent or child)	5	Other	5
Recent Divorce (6 months or <)	5		

**College of Southern Idaho Head Start/ Early Head Start
Monthly Program Summary
For April 2013**

Enrollment

Head Start ACYF Federal Funded	552*
Head Start TANF	27
Early Head Start	80
Total	659

*The program does not fill open slots during the last 45 days of Head Start Services.

Program Options

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

Program Participation for April

HS Attendance	86%
EHS Home Visit Completion Rate	98%

Meals and Snacks

April 2013 totals for meals and snacks are pending and will be reported in the June 2013 board report.

Education

May 22nd will be last day for the Head Start program year for the Tuesday/Wednesday and May 23rd will be the last day for the Wednesday/Thursday and Thursday/Friday classes. Currently, teachers and home visitors are finishing up the third and final collection of data for the Child Observation Record, an ongoing assessment of each child's learning development. Lead teachers completed a second home visit with families along with parent teacher conferences. The main topic for this home visit and conference was around transitions to kindergarten.

Parent Involvement

Part II of the parent survey has been completed as well as the community surveys will as part of Head Start/Early Head Start's Communitywide Assessment. Program wide, parents identified education, health and dental providers, and medical facilities as their top community strengths. Employment, housing, and substance abuse were highlighted as critical community challenges. The top action plans that parents felt addressed these challenges included: after school programs, job training/shadowing and prevention. The community surveys reflected strong relationships with other public services agencies, and faith-based organizations. However, a clear need to reach out to the business community is evident through survey results.

Early Head Start

Updates have been made to Early Head Start tracking on health for pregnant women, infants and toddlers. This includes a nutrition risk assessment for expectant mothers as well as a nutrition risk assessment form for EHS children. EHS staff received nutrition training from Caroline Dolezal, RD from South Central Public Health District. EHS staff received additional training on child goals and facilitation parent child interaction.

Documents for Board Review/ Approval:

Financial Reports

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	BALANCE OF BUDGET	PROJ %	ACTUAL %
SALARIES	\$ 2,450,999.00	\$ 193,612.73	\$ 778,874.93	\$ 1,672,124.07	\$ 1,672,124.07	33.0%	31.8%
BENEFITS	\$ 1,419,536.00	\$ 109,254.65	\$ 443,042.95	\$ 976,493.05	\$ 976,493.05	33.0%	31.2%
OUT OF AREA TRAVEL	\$ -		\$ -	\$ -	\$ -	0.0%	0.0%
EQUIPMENT	\$ 32,230.00	\$ -	\$ -	\$ 32,230.00	\$ 32,230.00	33.0%	0.0%
SUPPLIES							
OFFICE CONSUMABLES	\$ 22,351.00	\$ 768.35	\$ 2,629.91	\$ 19,721.09	\$ 19,721.09	33.0%	11.8%
CLASSROOM SUPPLIES	\$ 12,800.00	\$ 1,722.41	\$ 3,502.06	\$ 9,297.94	\$ 9,297.94	33.0%	27.4%
CENTER SUPPLIES	\$ 35,600.00	\$ 2,836.66	\$ 10,413.70	\$ 25,186.30	\$ 25,186.30	33.0%	29.3%
TRAINING SUPPLIES	\$ 14,500.00	\$ 8,351.16	\$ 10,057.58	\$ 4,442.42	\$ 4,442.42	33.0%	69.4%
FOOD	\$ 3,200.00	\$ 362.64	\$ 1,327.96	\$ 1,872.04	\$ 1,872.04	33.0%	41.5%
OTHER							
CONTRACTS	\$ 22,463.00	\$ 1,275.38	\$ 4,664.51	\$ 17,798.49	\$ 17,798.49	33.0%	20.8%
MEDICAL	\$ 10,000.00	\$ 346.00	\$ 1,935.90	\$ 8,064.10	\$ 8,064.10	33.0%	19.4%
DENTAL	\$ 10,600.00	\$ 8,269.20	\$ 8,660.20	\$ 1,939.80	\$ 1,939.80	33.0%	81.7%
CHILD TRAVEL	\$ 102,977.00	\$ 6,002.35	\$ 34,297.26	\$ 68,679.74	\$ 68,679.74	33.0%	33.3%
EMPLOYEE TRAVEL	\$ 31,680.00	\$ 2,527.83	\$ 9,373.31	\$ 22,306.69	\$ 22,306.69	33.0%	29.6%
CAREER DEVELOP	\$ 3,000.00	\$ 1,752.75	\$ 1,752.75	\$ 1,247.25	\$ 1,247.25	33.0%	58.4%
PARENT TRAINING	\$ 21,590.00	\$ 319.29	\$ 7,719.25	\$ 13,870.75	\$ 13,870.75	33.0%	35.8%
SPACE	\$ 58,084.00	\$ 7,184.49	\$ 18,467.90	\$ 39,616.10	\$ 39,616.10	33.0%	31.8%
DEPRECIATION	\$ 30,600.00	\$ 2,422.50	\$ 9,690.00	\$ 20,910.00	\$ 20,910.00	33.0%	31.7%
UTILITIES	\$ 45,216.00	\$ 6,024.56	\$ 19,499.69	\$ 25,716.31	\$ 25,716.31	33.0%	43.1%
TELEPHONE	\$ 32,352.00	\$ 2,764.52	\$ 11,295.58	\$ 21,056.42	\$ 21,056.42	33.0%	34.9%
OTHER	\$ 48,146.00	\$ 3,027.39	\$ 17,979.53	\$ 30,166.47	\$ 30,166.47	33.0%	37.3%
TOTAL DIRECT COSTS	\$ 4,407,924.00	\$ 358,824.86	\$ 1,395,184.97	\$ 3,012,739.03	\$ 3,012,739.03	33.0%	38.9%
ADMIN COSTS	\$ 305,729.00	\$ 24,642.74	\$ 73,658.80	\$ 232,070.20	\$ 232,070.20	25.0%	24.1%
GRAND TOTAL	\$ 4,713,653.00	\$ 383,467.60	\$ 1,468,843.77	\$ 3,244,809.23	\$ 3,244,809.23	29.0%	31.5%
IN KIND NEEDED	\$ 1,178,413.25						
IN KIND GENERATED	\$ 102,284.12						
IN KIND (SHORT)/LONG	\$ (1,076,129.13)						
PROCUREMENT CARD EXPENSE	\$ 13,250.51	3% of Total Expense					
USDA	Food	Non-Food	Repair/Maint	Total for Month	Revenue Received	YTD	
Total All Centers	10,489.24	1,121.94	3,211.57	14,822.75	(125,454.24)	53,918.11	

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	PROJECTED %	ACTUAL %
6c. OUT OF AREA TRAVEL	\$ 36,728.00	\$ 958.61	\$ 13,685.81	\$ 23,042.19	33.0%	37.3%
6e. SUPPLIES						
Training Supplies	\$ 7,318.00	\$ -	\$ 2,087.42	\$ 5,230.58	33.0%	28.5%
6g. OTHER						
Contracts	\$ -					
Career Development	\$ 10,115.00	\$ -	\$ 2,772.50	\$ 7,342.50	33.0%	27.4%
TOTAL DIRECT COSTS	\$ 54,161.00	\$ 958.61	\$ 18,545.73	\$ 35,615.27	33.0%	34.2%
GRAND TOTAL	\$ 54,161.00	\$ 958.61	\$ 18,545.73	\$ 35,615.27	33.0%	34.2%
IN KIND NEEDED	\$ 13,540.25					
IN KIND GENERATED	\$ 19,472.50					
IN KIND (SHORT)/LONG	\$ 5,932.25					

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	BALANCE OF BUDGET	PROJ %	ACTUAL %
SALARIES	\$ 515,526.00	\$ 39,138.84	\$ 169,232.26	\$ 346,293.74	\$ 346,293.74	33.0%	32.8%
BENEFITS	\$ 279,134.00	\$ 19,440.15	\$ 84,579.42	\$ 194,554.58	\$ 194,554.58	33.0%	30.3%
OUT OF AREA TRAVEL	\$ -			\$ -	\$ -	0.0%	0.0%
EQUIPMENT	\$ -			\$ -	\$ -	0.0%	0.0%
SUPPLIES							
OFFICE CONSUMABLES	\$ 6,420.00	\$ 118.96	\$ 517.20	\$ 5,902.80	\$ 5,902.80	33.0%	8.1%
CENTER SUPPLIES	\$ 15,006.00	\$ 889.82	\$ 1,501.40	\$ 13,504.60	\$ 13,504.60	33.0%	10.0%
CLASSROOM SUPPLIES	\$ 14,590.00	\$ 407.02	\$ 444.92	\$ 14,145.08	\$ 14,145.08	33.0%	3.0%
TRAINING SUPPLIES	\$ 2,225.00	\$ 1,119.66	\$ 1,345.43	\$ 879.57	\$ 879.57	33.0%	60.5%
FOOD	\$ 2,400.00	\$ 15.78	\$ 15.78	\$ 2,384.22	\$ 2,384.22	33.0%	0.7%
CONTRACTUAL							
OTHER							
CONTRACTS	\$ 61,730.00	\$ 4,267.69	\$ 8,727.52	\$ 53,002.48	\$ 53,002.48	33.0%	14.1%
MEDICAL	\$ 14,000.00	\$ -	\$ -	\$ 14,000.00	\$ 14,000.00	33.0%	0.0%
DENTAL	\$ 6,000.00	\$ -	\$ -	\$ 6,000.00	\$ 6,000.00	33.0%	0.0%
CHILD TRAVEL	\$ -						
EMPLOYEE TRAVEL	\$ 10,604.00	\$ 435.85	\$ 1,300.01	\$ 9,303.99	\$ 9,303.99	33.0%	12.3%
CAREER DEVELOP	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
PARENT TRAINING	\$ 2,925.00	\$ 123.30	\$ 1,016.84	\$ 1,908.16	\$ 1,908.16	33.0%	34.8%
FACILITIES/CONST.	\$ 15,000.00	\$ 84.97	\$ 961.19	\$ 14,038.81	\$ 14,038.81	33.0%	6.4%
DEPRECIATION	\$ 20,400.00	\$ 1,700.00	\$ 6,800.00	\$ 13,600.00	\$ 13,600.00	33.0%	33.3%
UTILITIES	\$ 4,500.00	\$ 684.07	\$ 2,355.95	\$ 2,144.05	\$ 2,144.05	33.0%	52.4%
TELEPHONE	\$ 4,800.00	\$ 356.29	\$ 1,453.09	\$ 3,346.91	\$ 3,346.91	33.0%	30.3%
OTHER	\$ 5,661.00	\$ -	\$ 254.00	\$ 5,407.00	\$ 5,407.00	33.0%	4.5%
TOTAL DIRECT COSTS	\$ 980,921.00	\$ 68,782.40	\$ 280,505.01	\$ 700,415.99	\$ 700,415.99	33.0%	28.6%
ADMIN COSTS	\$ 65,385.00	\$ 5,170.97	\$ 16,063.75	\$ 49,321.25	\$ 49,321.25	25.0%	24.6%
GRAND TOTAL	\$ 1,046,306.00	\$ 73,953.37	\$ 296,568.76	\$ 749,737.24	\$ 749,737.24	32.6%	28.3%
IN KIND NEEDED	\$ 261,576.50						
IN KIND GENERATED	\$ 133,768.06						
IN KIND (SHORT)/LONG	\$ (127,808.44)						

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	PROJECTED %	ACTUAL %
6c. OUT OF AREA TRAVEL	\$ 10,755.00	\$ 95.73	\$ 95.73	\$ 10,659.27	33.0%	0.9%
6e. SUPPLIES						
Training Supplies	\$ 1,084.00	\$ -	\$ 301.59	\$ 782.41	33.0%	27.8%
6g. OTHER						
Contracts	\$ -					
Career Development	\$ 14,319.00	\$ 2,784.42	\$ 9,299.72	\$ 5,019.28	33.0%	64.9%
TOTAL DIRECT COSTS	\$ 26,158.00	\$ 2,880.15	\$ 9,697.04	\$ 16,460.96	33.0%	37.1%
GRAND TOTAL	\$ 26,158.00	\$ 2,880.15	\$ 9,697.04	\$ 16,460.96	33.0%	37.1%
IN KIND NEEDED	\$ 6,539.50					
IN KIND GENERATED	\$ 6,539.50					
IN KIND (SHORT)/LONG	\$ -					

May 15, 2013

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

From: Mike Mason

Re: Dormitory, Apartment and Meal Pricing

The attached sheet shows the dormitory room and meal prices for next year. We raised room prices by \$25 per semester which should generate around \$10,000 a year. This will be used offset utility increases and personnel costs. Meal plans were increased by 3.1% which is tied to the Consumer Price Index Meals Away from Home index. While the increase from last year varies, the increase for one of our most used plans, the double room 150 meal plan, was 2.4%.

We current pay for two custodians, one dorm director and numerous student resident advisors from the Dormitory account. At my request, the Dormitory Housing Commission approved the shifting of one security officer from the General Fund to the Dormitory account. This move is based upon the support Security provides to the dormitory along with increased patrols at both North View and the new Eagle View apartment complexes. As an auxiliary enterprise account, the dormitory and housing complexes have to pay for their expenses.

The rental rates for the North View Apartments were not raised for next year. We are charging \$400 per month for a one bedroom apartment, \$500 per month for a two bedroom apartment and \$570 per month for a three bedroom apartment. The rental rates include internet and basic cable television.

The rental rates for the new Eagle View Apartments are \$750 for a two bedroom apartment. The rent includes all utilities, internet and cable television. We have nine of the forty apartments rented so far. The building will be complete by July 1, 2013.

The Dormitory Housing Commission approved the prices and addition of the security officer to the Dormitory account at their meeting on April 26, 2013. I respectfully request the Board approve the pricing and the shift of a security officer to Dormitory Housing Commission funds.

COLLEGE OF SOUTHERN IDAHO
2013-2014 DORMITORY ROOM AND BOARD CHARGES

APRIL 3, 2013

	MEALS	DOUBLE	SINGLE
ROOM CHARGE		1,225.00	1,450.00
100 MEAL PLAN	830.19		
SALES TAX	49.81		
MEAL TOTAL	880.00		
ROOM & BOARD		2,105.00	2,330.00
\$ 0 SCRIPT MONEY			
ROOM CHARGE		1,225.00	1,450.00
125 MEAL PLAN	924.54		
SALES TAX	55.46		
MEAL TOTAL	980.00		
ROOM & BOARD		2,205.00	2,430.00
\$25 SCRIPT MONEY			
ROOM CHARGE		1,225.00	1,450.00
150 MEAL PLAN	1,056.61		
SALES TAX	63.39		
MEAL TOTAL	1,120.00		
ROOM & BOARD		2,345.00	2,570.00
\$50 SCRIPT MONEY			
ROOM CHARGE		1,225.00	1,450.00
200 MEAL PLAN	1,216.97		
SALES TAX	73.03		
MEAL TOTAL	1,290.00		
ROOM & BOARD		2,515.00	2,740.00
\$75 SCRIPT MONEY			
ROOM CHARGE		1,225.00	1,450.00
250 MEAL PLAN	1,377.36		
SALES TAX	82.64		
MEAL TOTAL	1,460.00		
ROOM & BOARD		2,685.00	2,910.00
\$100 SCRIPT MONEY			

ROOM & BOARD PLANS	PREVIOUS	CURRENT	DOLLAR	PERCENT
	2011-2012	2012-2013	INCREASE	INCREASE
DOUBLE ROOM 100 MEALS	2,050.00	2,105.00	55.00	2.68%
DOUBLE ROOM 125 MEALS	2,150.00	2,205.00	55.00	2.56%
DOUBLE ROOM 150 MEALS	2,290.00	2,345.00	55.00	2.40%
DOUBLE ROOM 200 MEALS	2,450.00	2,515.00	64.99	2.65%
DOUBLE ROOM 250 MEALS	2,615.00	2,685.00	70.00	2.68%
SINGLE ROOM 100 MEALS	2,250.00	2,330.00	80.00	3.56%
SINGLE ROOM 125 MEALS	2,350.00	2,430.00	80.00	3.40%
SINGLE ROOM 150 MEALS	2,490.00	2,570.00	80.00	3.21%
SINGLE ROOM 200 MEALS	2,650.00	2,740.00	89.99	3.40%
SINGLE ROOM 250 MEALS	2,815.00	2,910.00	95.00	3.37%

NOTE 1: AT 80% OCCUPANCY, APPROXIMATELY \$10,000 WILL BE RAISED FROM THE INCREASE

NOTE 2: DOUBLE ROOM RATES WERE INCREASED BY \$25 OR 2% PER SEMESTER

SINGLE ROOM RATES WERE INCREASED BY \$25 OR 1.8% PER SEMESTER

NOTE 3: ABOVE INCREASES REPRESENT AN 3.1% INCREASE IN FOOD COSTS AND ABOUT 1% IN COLLEGE MEAL PLAN MARK UPS

May 14, 2013

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

From: Mike Mason

Re: Aramark Subway Proposal

Our contracted food service provider, Aramark, has developed a proposal for a Subway franchise for the Eagles Nest. The proposal includes the remodeling of the Eagle's Nest, new equipment and new furnishings. The Subway corporate office dictates a lot of the required look for the shop. Preliminary estimates indicate the cost would be around \$200,000.

Aramark will pay for the remodel but needs to amortize the cost over the next ten years. This will require that we extend their contract by 10 years. In the event that Aramark leaves before the ten year amortization is complete, we would have to buy out the balance of the amortization. The franchise agreement will be owned by Aramark but could be transferred in the event the Aramark was no longer our food service provider.

The franchise fee paid to Subway is approximately 11.5% of gross sales. This would be in addition to the 10% of gross sales commission paid to the College of Southern Idaho. The hours of the operation would be approximately the same as the current Eagles Nest which is 7:30 am to 2:30 pm Monday through Friday. Hours would be adjusted based upon business generated.

Our contract with Aramark began in September of 2010 and is for three years with an option to extend the contract for two one year terms – years four and five. As of the start of the next school year, Aramark will be in the fourth year of the contract.

In order to meet the terms of the capital investment for the Subway remodel, the Board will have to authorize the ten year contract extension with Aramark or direct that the remodel costs for the Subway be paid for by the College. A decision to proceed will need to be made immediately in order for the remodel to be completed by the time school starts in the Fall.



May 14, 2013

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

From: Mike Mason

A handwritten signature in blue ink, appearing to read 'Mike Mason', is written over the 'From:' line.

Re: Fine Arts Sound and Light System

We contracted with AATronics of Boise, Idaho to write specifications for a new sound system and new light system in the Fine Arts Auditorium and a new light board for the theater. Based upon my directions and meetings with our Fine Arts technical staff they have completed the specifications.

The project involves the installation of all new wiring for the sound system, digital speakers that will balance the sound throughout the theater, new wireless microphones, assisted listening system, a new sound board and the moving of the main sound controls down to the area below the current control room. If the proposed system is purchased, rental of equipment for the major shows will be minimal.

The light system will consist of energy efficient LEDs along with new light bar fixtures and light boards. The light boards in the Fine Arts auditorium and Fine Arts Theater will be identical so that technicians will not have to train on two different systems. LEDs are long lasting and provide programmable color options.

The specifications have been reviewed by Laine Steel, Dan Maclerran, Mike Winterholler and Judd Harmon. While we still have some minor issues to resolve, the specifications are close enough to estimate pricing. The estimated installed price is currently at \$457,400.

We will experience labor savings in the operation of the Fine Arts Theater as a result of this upgrade. The main benefit will be quality of sound and lighting. This is a first rate system that should provide the highest quality of sound that can be experienced in the existing building. We have the option of scaling this back a significant amount if we choose to put less money into the project.

I had originally estimated that this project would be in the \$300,000 to \$350,000 range and had budgeted \$350,000 for the project in Plant Facility Funds. We expanded the project to include the Fine Arts theater light board and elected totally replace everything in the Fine Arts auditorium. We do have funds available in the Plant Facility Fund if we choose to fund the expanded \$460,000 project.

I respectfully request direction from the Board concerning continuing with this high end system or scaling this project back.