

COLLEGE OF SOUTHERN IDAHO BOARD OF TRUSTEES

November 17, 2008

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 OCTOBER 16TH: (A) *Mike Mason*

MINUTES – EXECUTIVE SESSION OF OCTOBER 20TH: (A) *Mike Mason*

MINUTES – REGULAR MEETING OF OCTOBER 20TH: (A) *Mike Mason*

TREASURER’S REPORT: (A) *Mike Mason*

HEAD START REPORT: (I) *Mike Mason*

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

GREENHOUSE DESIGN BUILD PROPOSAL AND LOCATION: (I) *Randy Dill*

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
NOVEMBER BOARD OF TRUSTEES MEETING
NOVEMBER 17, 2008

CALL TO ORDER: 5:45 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
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. Cindy Bond, Instructional Dean
Dr. Todd Schwarz, Instructional Dean
Jeffrey M. Harmon, Dean of Finance
Graydon Stanley, Dean of Students
Scott Scholes, Dean of Student Services
Randy Dill, Physical Plant Director
Doug Maughan, Public Information Director
Monty Arrossa, Human Resources Director
Kathy Deahl, Administrative Assistant to the
President

CSI Employees: None

Visitors: None

Faculty Representative: John Boling and Clark Draney

PACE Representative: Dannette Starr, Karon Myers

Times News: Ben Botkin

MINUTES OF THE EXECUTIVE SESSIONS OF OCTOBER 16 AND OCTOBER
20, 2008 AND THE REGULAR SESSION OF OCTOBER 20, 2008 were
approved on MOTION by Donna Brizee. Affirmative vote was
unanimous.

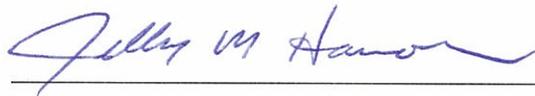
TREASURER'S REPORT: The Treasurer's report was approved on
MOTION by Dr. Allan Frost. Affirmative vote was unanimous.

PRESIDENT'S REPORT:

1. The Board accepted the acquisitions of items to be included in the Herrett Center for Arts and Science collection based on the recommendation of the Herrett Center Collections Committee on a MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.
2. The Board discussed a Head Start Proposal for an Early Head Start program. This program would serve forty income eligible children from prenatal to age three. This program will be offered if grant funding from Head Start becomes available, and not affect Head Starts current programs.
3. The Board reviewed the monthly Head Start report.
4. The Board authorized the vice president of administration to work with Starr Corporation to negotiate a design build contract to design and build a greenhouse south of the tennis courts off Washington Street on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.
5. Monty Arrossa presented the Board with an updated Policy and Procedures Manual. The updated manual was approved on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.
6. President Beck reported the following:
 - a. There is still current interest in companies expanding in the Magic Valley with additional job opportunities.
 - b. President Beck indicated that the CSI Foundation's major gift Campaign and fundraising efforts are doing well.
 - c. President Beck and Dr. Fox are working to establish the five year interim accreditation team for the 2010 review.
 - d. The colleges Emergency Medical Technology program had a successful site visit for accreditation.
 - e. President Beck spoke about the continuing positive relationship that we have with St. Lukes Magic Valley Regional Medical Center and how some of our programs are working together.

CSI Trustees
November 17, 2008
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ADJOURNMENT was declared at 6:30 p.m.



Jeffrey M. Harmon,
Dean of Finance

Approved: December 15, 2008



Chairman

PROUD TO BE PART OF THE CSI FAMILY



SOUTH CENTRAL HEAD START



Early Head Start

Program would serve 40 income eligible children; prenatal to age 3.

Pregnant Women – provide access to a community of providers designed to address the health, nutrition, social and emotional needs.

- ◆ Develop a medical home/ ongoing medical provider
- ◆ Gestational, Trimester, and Birth Education
- ◆ 2 week Post-Partum Check Up
- ◆ Transportation to/ from appointments if needed
- ◆ Participation in Nutritional and Medical Support Systems

Children ages 0-3 – provide environments that promote physical, cognitive, social, and emotional growth of infants and toddlers.

- ◆ Family Educators provide weekly interaction for parents during a 2 hr home visit.
- ◆ Provide developmentally appropriate activities for parents with their child.
- ◆ Health, Nutrition, Dental, and Mental Health Education for parents.
- ◆ Parenting Classes
- ◆ Cost per child approximately \$13,000.00

Families – support parents and guardians in their role as primary caregivers and educators of their children. Assist in meeting family goals and achieving self sufficiency.

- ◆ Serve families in poverty, at-risk, children with disabilities, teen mothers, and recent immigrants
- ◆ Families and expectant parents attend monthly socializations.
- ◆ Parent involvement through parent meetings, advisory boards, Policy Council and volunteering.

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	REVENUES	COMMITMENTS	BALANCE OF BUDGET	PROJ %	ACTUAL %
SALARIES	\$ 2,450,931.00	\$ 169,946.30	\$ 1,951,581.63	\$ 499,349.37	\$ (6,548.00)		\$ 505,897.37	82.6%	79.4%
BENEFITS	\$ 1,207,628.00	\$ 102,305.67	\$ 1,008,971.00	\$ 198,657.00	\$ (3,942.00)		\$ 202,599.00	82.6%	83.2%
OUT OF AREA TRAVEL	\$ 7,289.00	\$ (224.67)	\$ 1,089.06	\$ 6,199.94			\$ 6,199.94	100.0%	14.9%
EQUIPMENT									
SUPPLIES									
OFFICE CONSUMABLES	\$ 13,692.00	\$ 666.74	\$ 11,244.38	\$ 2,447.62	\$ (26.00)	\$ 694.29	\$ 1,779.33	82.2%	87.0%
CENTER SUPPLIES	\$ 45,875.00	\$ 11,756.32	\$ 63,254.71	\$ (17,379.71)	\$ (453.00)	\$ 3,565.72	\$ (20,492.43)	82.2%	144.7%
TRAINING SUPPLIES	\$ 9,742.00	\$ 2,881.48	\$ 7,797.98	\$ 1,944.02	\$ (111.00)	\$ 209.22	\$ 1,845.80	88.0%	81.1%
FOOD	\$ 28,190.00	\$ 1,469.93	\$ 14,201.26	\$ 13,988.74	\$ (57.00)	\$ 9,948.61	\$ 4,097.13	90.2%	85.5%
CONTRACTUAL									
OTHER									
CONTRACTS	\$ 43,960.00	\$ 6,114.38	\$ 33,221.22	\$ 10,738.78	\$ (236.00)	\$ 1,650.00	\$ 9,324.78	80.9%	78.8%
MEDICAL	\$ 14,795.00	\$ 2,053.49	\$ 6,637.94	\$ 8,157.06		\$ 3,046.95	\$ 5,110.11	83.1%	65.5%
DENTAL	\$ 53,548.00	\$ 6,786.25	\$ 31,747.00	\$ 21,801.00		\$ 3,177.70	\$ 18,623.30	81.6%	65.2%
CHILD TRAVEL	\$ 70,650.00	\$ 18,446.53	\$ 98,094.19	\$ (27,444.19)	\$ (711.00)	\$ 2,542.40	\$ (29,275.59)	85.5%	141.4%
EMPLOYEE TRAVEL	\$ 33,164.00	\$ 6,260.16	\$ 32,809.01	\$ 354.99	\$ (241.00)	\$ 417.85	\$ 178.14	81.8%	99.5%
CAREER DEVELOP	\$ 4,985.00	\$ 933.27	\$ 6,142.15	\$ (1,157.15)	\$ (36.00)	\$ 456.00	\$ (1,577.15)	100.0%	131.6%
PARENT TRAINING	\$ 6,250.00	\$ 543.68	\$ 6,953.20	\$ (703.20)	\$ (21.00)	\$ 1,470.95	\$ (2,153.15)	84.6%	134.5%
SPACE	\$ 53,196.00	\$ 1,268.84	\$ 32,056.63	\$ 21,139.37	\$ (49.00)	\$ 2,923.21	\$ 18,265.16	81.2%	65.7%
UTILITIES	\$ 66,340.00	\$ 4,312.40	\$ 43,946.01	\$ 22,393.99	\$ (166.00)	\$ 1,349.66	\$ 21,210.33	73.8%	68.0%
TELEPHONE	\$ 36,810.00	\$ 3,335.98	\$ 31,816.71	\$ 4,993.29		\$ 301.90	\$ 4,691.39	79.2%	87.3%
OTHER	\$ 43,827.00	\$ 3,032.92	\$ 18,992.08	\$ 24,834.92	\$ (117.00)	\$ 283.00	\$ 100.00	82.1%	43.7%
TOTAL DIRECT COSTS	\$ 4,190,872.00	\$ 341,889.67	\$ 3,400,556.16	\$ 790,315.84	\$ (12,714.00)	\$32,037.46	\$ 746,423.46	82.8%	81.6%
ADMIN COSTS	\$ 267,382.00	\$ 64,109.00	\$ 219,841.00	\$ 47,541.00	\$ (948.00)		\$ 48,489.00	83.3%	81.9%
GRAND TOTAL	\$ 4,458,254.00	\$ 405,998.67	\$ 3,620,397.16	\$ 837,856.84	\$ (13,662.00)	\$32,037.46	\$ 819,481.38	82.8%	81.6%
					(1)				
IN KIND NEEDED	\$ 913,108.66								
IN KIND GENERATED	\$ 909,786.92								
IN KIND (SHORT)/LONG	\$ (3,321.74)								
	(2)								
(1) Reflected revenue(s) include October TANF reimbursement. USDA cannot be calculated yet.									
(2) In kind for administrative costs have not yet been booked for Sept and Oct									

College of Southern

Acct Year: 0809
Acct Month: 4

Fund From: 00
Fund To: 99

Dept From: 7300
Dept To: 7399

Acct From: 3000
Acct To: 5999

Dept		Actual	Encumbrance	Total	Budget	Remaining	
Dept 7331	HEADSTART ACCOUNT 22B						
4210	MISCELLANEOUS REVENUE	(\$30,721.86)	\$0.00	(\$30,721.86)	\$0.00	\$30,721.86	
4220	FEDERAL REVENUE	(\$1,481,531.06)	\$0.00	(\$1,481,531.06)	\$0.00	\$1,481,531.06	
4650	MISC REVENUE (AD-BG-CG-CH-CX-GS)	(\$7,540.17)	\$0.00	(\$7,540.17)	\$0.00	\$7,540.17	
	SUBTOTAL 4	(\$1,519,793.09)	\$0.00	(\$1,519,793.09)	\$0.00	\$1,519,793.09	0.00%
5010	SALARIES CLASSIFIED	\$474,508.94	\$0.00	\$474,508.94	\$0.00	(\$474,508.94)	
5011	SALARIES CLASSIFIED PART-TIME	\$53,718.09	\$0.00	\$53,718.09	\$0.00	(\$53,718.09)	
5020	SALARIES EXEMPT	\$230,287.11	\$0.00	\$230,287.11	\$0.00	(\$230,287.11)	
5021	SALARIES EXEMPT PART-TIME	\$3,357.19	\$0.00	\$3,357.19	\$0.00	(\$3,357.19)	
	SUBTOTAL 50	\$761,871.33	\$0.00	\$761,871.33	\$0.00	(\$761,871.33)	0.00%
5101	WORKMEN'S COMP	\$4,354.28	\$0.00	\$4,354.28	\$0.00	(\$4,354.28)	
5110	FICA	\$44,290.01	\$0.00	\$44,290.01	\$0.00	(\$44,290.01)	
5111	MEDICARE	\$10,357.97	\$0.00	\$10,357.97	\$0.00	(\$10,357.97)	
5120	HEALTH INSURANCE	\$269,881.59	\$0.00	\$269,881.59	\$0.00	(\$269,881.59)	
5130	RETIREMENT	\$83,313.79	\$0.00	\$83,313.79	\$0.00	(\$83,313.79)	
5140	UNEMPLOYMENT INSURANCE	\$3,763.57	\$0.00	\$3,763.57	\$0.00	(\$3,763.57)	
5150	GROUP LIFE AND DISABILITY	\$7,650.30	\$0.00	\$7,650.30	\$0.00	(\$7,650.30)	
	SUBTOTAL 51	\$423,611.51	\$0.00	\$423,611.51	\$0.00	(\$423,611.51)	0.00%
5210	TRAVEL	\$14,528.33	\$0.00	\$14,528.33	\$0.00	(\$14,528.33)	
5212	MISCELLANEOUS EXPENSE	\$55,130.67	\$0.00	\$55,130.67	\$0.00	(\$55,130.67)	
5214	OUT OF AREA TRAVEL	\$957.85	\$0.00	\$957.85	\$0.00	(\$957.85)	
5215	TELEPHONE (PP)	\$13,450.56	\$0.00	\$13,450.56	\$0.00	(\$13,450.56)	
5220	REPAIR AND RENTAL	\$11,371.54	\$0.00	\$11,371.54	\$0.00	(\$11,371.54)	
5225	MISCELLANEOUS EXPENSE	\$5,550.00	\$0.00	\$5,550.00	\$0.00	(\$5,550.00)	
5230	CONSULTING	\$6,247.47	\$0.00	\$6,247.47	\$0.00	(\$6,247.47)	
5234	STAFF TRAINING	\$1,951.15	\$0.00	\$1,951.15	\$0.00	(\$1,951.15)	
5235	MISCELLANEOUS EXPENSE	\$2,891.33	\$0.00	\$2,891.33	\$0.00	(\$2,891.33)	
5240	FOOD SERVICE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
5255	IDAHO POWER	\$6,924.63	\$0.00	\$6,924.63	\$0.00	(\$6,924.63)	
5256	INTERMOUNTAIN GAS	\$1,552.51	\$0.00	\$1,552.51	\$0.00	(\$1,552.51)	
5257	TF WATER & SANITATION	\$3,129.74	\$0.00	\$3,129.74	\$0.00	(\$3,129.74)	
5285	GARBAGE DISPOSAL	\$1,733.98	\$0.00	\$1,733.98	\$0.00	(\$1,733.98)	
5290	OTHER SERVICES	\$3,867.19	\$0.00	\$3,867.19	\$0.00	(\$3,867.19)	
5291	ADMINISTRATION EXPENSE	\$85,550.00	\$0.00	\$85,550.00	\$0.00	(\$85,550.00)	
5292	MEDICAL	\$4,122.98	\$0.00	\$4,122.98	\$0.00	(\$4,122.98)	
5293	DENTAL	\$12,220.38	\$0.00	\$12,220.38	\$0.00	(\$12,220.38)	
	SUBTOTAL 52	\$231,180.31	\$0.00	\$231,180.31	\$0.00	(\$231,180.31)	0.00%
5301	OFFICE SUPPLIES	\$4,274.35	\$0.00	\$4,274.35	\$0.00	(\$4,274.35)	
5305	TRAINING SUPPLIES	\$7,584.31	\$0.00	\$7,584.31	\$0.00	(\$7,584.31)	
5310	POSTAGE	\$668.28	\$0.00	\$668.28	\$0.00	(\$668.28)	
5315	INSTRUCTIONAL SUPPLIES	\$39,295.49	\$0.00	\$39,295.49	\$0.00	(\$39,295.49)	
5320	SMALL TOOLS	\$490.98	\$0.00	\$490.98	\$0.00	(\$490.98)	
5340	MISCELLANEOUS EXPENSE	\$36,284.12	\$0.00	\$36,284.12	\$0.00	(\$36,284.12)	
	SUBTOTAL 53	\$88,597.53	\$0.00	\$88,597.53	\$0.00	(\$88,597.53)	0.00%
5420	EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	SUBTOTAL 54	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Dept 7331	HEADSTART ACCOUNT 22B	(\$14,532.41)	\$0.00	(\$14,532.41)	\$0.00	\$14,532.41	0.00%

Revenue: (\$1,519,793.09) Expense: \$1,505,260.68 Encumb Rev: \$0.00
 Non Federal Revenues - 38,262.03
 Spend Thru 6/30/2008 2,153,398.51
 NET SPEND \$3,620,397.16

Encumb Exp: \$0.00

Net: (\$14,532.41)

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: October 9, 2008

DATE REPORT REVIEWED BY THE BOARD OF TRUSTEES. November 17, 2008

DONORS AND DONATIONS:

DONATED BY: Zola Kohntopp

Object(s) donated: stone grinding tripod bowl found at Sailor Creek

DONATED BY: Harry Peterson

Object(s) donated: 2 large clam endocasts, 2 large sedimentary stones that contain several shells and indentations where shells once rested

DONATED BY: Duane Loosli

Object(s) donated: 2 pestles, 1 net weight, 1 stone ball, all from Central Southern Idaho

DONATED BY: Anthony Santos

Object(s) donated: Black clay whistle from southern Mexico or northern Guatemala

DONATED BY: Tom King

Object(s) donated: Given to Mr. King's ancestors, Edith (Doud) King family, between 1886 -1894 when they lived and worked at the Fort Hall Reservation.
Accepted: 5 necklaces, 1 beaded belt, 3 beaded pouches, 3 miniature Beaded pouches, 1 knife pouch, 1 war paint pouch, 5 beaded decorative Pieces, 1 beaded piece with shells, 1 beaded child's bracelet, 2 bracelets, 1 miniature baby cradle.

The below objects from the King Collection were not accepted by the committee. The reasons are that they are not Indian nor are they from the same time period as the King artifacts. The costume jewelry listed below is from the 1930's. The Herrett has collections of contemporary objects that we use in exhibits to show the different techniques used by cultures of say 1000 years ago and today. However, the artifacts we have collected so far to be used in these comparisons are all made by native peoples of the Americas. We might at some time accept objects created by, say the Chinese or Caucasians who lived in this area in the late 1800s, to exhibit and compare their methods with the Native Americans of that same time period.

The costume jewelry not accepted:

1 ring with a red emerald shaped stone, 2 bracelets with crystal stones, 1 necklace with faux pearls and crystals, 1 pendant with glass, crystal, and a faux pearl

Date approved by the Board of Trustees: _____

11-17-2008

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.)

