

AGENDA

Board of Trustees
Bob Keegan, Chair
Jan Mittleider
Laird Stone
Jack Nelsen
Karl Kleinkopf

CSI Mission Statement:
To provide quality educational, social, cultural, economic, and workforce development opportunities that meet the diverse needs of the communities we serve.

Board Mission Statement:
The mission of the Board of Trustees of the College of Southern Idaho is to lead in the constant definition, interpretation, articulation, implementation and evaluation of the College mission.

- | | |
|---|---|
| I. CALL TO ORDER | Chairman Keegan
2:30p.m./President’s Board Room |
| II. RECESS TO EXECUTIVE SESSION | Chairman Keegan
President’s Board Room |
| III. RECONVENE REGULAR MEETING FOR TOUR OF ACADEMIC FACILITIES | Dr. Todd Schwarz |
| IV. RECONVENE ON CAMPUS FOR REGULAR MEETING | Chairman Keegan
4:00PM/Taylor SUB 248 |
| V. APPROVAL OF MEETING AGENDA | Chairman Keegan |
| VI. MINUTES & BUSINESS REPORTS | |
| Approval of Minutes | Jeff Harmon |
| April 16, 2018 | |
| Approval of Treasurer’s Report | Jeff Harmon |
| Approval of Head Start/Early Head Start Report | Mancole Fedder |
| VII. OPEN FORUM | Chairman Keegan |
| VIII. UNFINISHED BUSINESS | |
| IX. NEW BUSINESS | |
| Action Items - None | Jeff Harmon |
| Information Items | |
| 1. CSI Property Inventory | Jeff Harmon |
| 2. CSI Project Updates | Jeff Harmon |
| X. REMARKS FOR THE GOOD OF THE ORDER | Chairman Keegan |
| XI. PRESIDENT’S REPORT | President Fox |
| XII. ADJOURNMENT | Chairman Keegan |

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I. CALL TO ORDER

Chairman Keegan

2:30 p.m./President’s Board Room

A. Pursuant to Idaho Code 74-206, the Board will convene to:

- ◆ Consider personnel matters
[Idaho Code §74-206(1)(a) & (b)]

II. ADJOURNMENT

Chairman Keegan

General Fund YTD Board

YEAR: 1718

Statement of Revenue and Expenses

Acct Month: 10

Monday, May 07, 2018

Last Year

This Year

Budget

Remaining Budget

Rem Bud%

Revenue

Tuition & Fees	(\$10,917,733.72)	(\$11,106,440.56)	(\$11,206,200.00)	(\$99,759.44)	0.89%
County Tuition	(\$1,967,652.95)	(\$1,762,150.00)	(\$1,698,700.00)	\$63,450.00	-3.74%
State Funds	(\$20,556,294.17)	(\$21,787,378.72)	(\$21,472,200.00)	\$315,178.72	-1.47%
County Property Tax	(\$4,373,597.62)	(\$4,599,994.49)	(\$7,179,900.00)	(\$2,579,905.51)	35.93%
Grant Management Fees	(\$399,358.81)	(\$465,350.69)	(\$540,000.00)	(\$74,649.31)	13.82%
Other	(\$764,925.78)	(\$706,740.82)	(\$411,000.00)	\$295,740.82	-71.96%
Unallocated Tuition	(\$463,349.69)	(\$245,041.89)	\$0.00	\$245,041.89	0.00%
Departmental Revenues	(\$770,138.67)	(\$618,224.89)	(\$715,000.00)	(\$96,775.11)	13.53%

Total Revenue (\$40,213,051.41) (\$41,291,322.06) (\$43,223,000.00) (\$1,931,677.94) 4.47%

Expenditures

Personnel

Salaries	\$17,804,276.12	\$18,275,994.16	\$22,387,600.00	\$4,111,605.84	18.37%
Variable Fringe	\$3,638,443.88	\$3,731,998.03	\$4,588,000.00	\$856,001.97	18.66%
Health Insurance	\$3,661,875.44	\$3,796,958.71	\$5,017,400.00	\$1,220,441.29	24.32%
Total Personnel	\$25,104,595.44	\$25,804,950.90	\$31,993,000.00	\$6,188,049.10	19.34%

Expense Categories

Services	\$3,178,199.38	\$3,256,120.99	\$3,446,750.00	\$190,629.01	5.53%
Supplies	\$1,031,887.75	\$1,442,489.58	\$1,641,450.00	\$198,960.42	12.12%
Other	\$500,959.40	\$15,922.40	\$0.00	(\$15,922.40)	0.00%
Capital	\$633,230.23	\$457,574.60	\$1,020,400.00	\$562,825.40	55.16%
Institutional Support	\$4,365,119.88	\$4,601,122.27	\$5,121,400.00	\$520,277.73	10.16%
Transfers	(\$89,400.15)	\$3,258.90	\$0.00	(\$3,258.90)	0.00%
Total Expense Categories	\$9,619,996.49	\$9,776,488.74	\$11,230,000.00	\$1,453,511.26	12.94%

Total Expenditures \$34,724,591.93 \$35,581,439.64 \$43,223,000.00 \$7,641,560.36 17.68%

Rev/Expense Total (\$5,488,459.48) (\$5,709,882.42) \$0.00 \$5,709,882.42 0.00%



College of Southern Idaho
Head Start/Early Head Start

Program Summary for April 2018



Enrollment

Head Start ACF Federal Funded	457
Head Start TANF	27
Early Head Start	92
Total	576

Program Options

Center Based (PD/PY; FD/PY) Pre- K, Early Head Start -Home Based, Early Head Start Toddler Combo.

Head Start Attendance

April Head Start Overall Attendance	86%
April Head Start Self Transport Attendance	85%
April EHS Toddler Combo Attendance	82%
Number of IEP's/IFSP's	50

Meals and Snacks

Total meals served for April	7,800
Total snacks served for April	4,875

Program Notes

May 16 will be the last day for the bulk of our Center's Head Start program year. The Twin Falls duration classroom will go until June 14 as a result of our late start in January 2018 forced by construction delays that took place over the winter break. 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.

Facilities

We have contracted with Doug Vollmer to get a commercial appraisal completed on our property in Buhl. Additionally, we have secured 2 quotes on demolition of that building, if that is the direction Region X says we need to go. Also, we have been in contact with Region IV Development and met to discuss options going forward with regards to funding a new facility or purchase and renovation of a facility. They are onboard to help us in any way that they can. A meeting with the mayor is forthcoming in late May or early June with hopes to gain city government support in that endeavor. I am certain that a meeting with the Buhl City Council would follow.

Transportation

With the restructuring of our program and the decrease in the number of home visits that are required, we find that we have an excess of cars and busses that are not being utilized as they once were. We have been maintaining and insuring these cars and this is proving to be not cost effective for our program. With the disposition of these cars we still will have adequate program cars for staff to complete home visits as per the Program Performance Standards.

Documents for Board Review and Approval: Financial Reports, Vehicle and Bus Disposition Request, COLA Request Submission (2.6%)

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE OF BUDGET	REMAINING BUDGET %
SALARIES	\$ 2,618,170.00	\$ 217,733.90	\$ 715,218.22	\$ 1,902,951.78	72.7%
BENEFITS	\$ 1,791,666.00	\$ 125,952.23	\$ 408,342.65	\$ 1,383,323.35	77.2%
OUT OF AREA TRAVEL	\$ -	\$ -	\$ -	\$ -	
EQUIPMENT	\$ -	\$ -	\$ -	\$ -	
SUPPLIES	\$ 115,205.00	\$ 3,242.89	\$ 21,498.05	\$ 93,706.95	81.3%
CONTRACTUAL			\$ -		
FACILITIES/CONST.			\$ -		
OTHER	\$ 496,335.00	\$ 38,471.39	\$ 149,790.16	\$ 346,544.84	69.8%
TOTAL DIRECT COSTS	\$ 5,021,376.00	\$ 385,400.41	\$ 1,294,849.08	\$ 3,726,526.92	74.2%
ADMIN COSTS (9.0%)	\$ 402,084.00	\$ 31,504.76	\$ 101,967.06	\$ 300,116.94	74.6%
GRAND TOTAL	\$ 5,423,460.00	\$ 416,905.17	\$ 1,396,816.14	\$ 4,026,643.86	74.2%

IN KIND NEEDED	\$ 1,368,752.00
IN KIND GENERATED	\$ 443,746.17
IN KIND (SHORT)/LONG	\$ (925,005.83)

PROCUREMENT CARD EXPENSE \$ 16,188.50 4% of Total Expense. Detailed report available upon request.

USDA	Repair/Maint	Food	Non-Food	Total for Month	YTD Expense
Total All Centers	539.30	14,191.42	1,338.68	16,069.40	58,036.01

HEAD START T/TA

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	REMAINING BUDGET %
OUT OF AREA TRAVEL	\$ 33,624.00	\$ 3,479.40	\$ 11,180.99	\$ 22,443.01	66.7%
SUPPLIES	\$ 2,609.00	\$ -	\$ 97.10	\$ 2,511.90	96.3%
OTHER	\$ 15,317.00	\$ 1,018.26	\$ 8,655.23	\$ 6,661.77	43.5%
GRAND TOTAL	\$ 51,550.00	\$ 4,497.66	\$ 19,933.32	\$ 31,616.68	61.3%

IN KIND NEEDED	\$ 12,888.00
IN KIND GENERATED	\$ 5,132.00
IN KIND (SHORT)/LONG	\$ (7,756.00)

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE OF BUDGET	REMAINING BUDGET %
SALARIES	\$ 579,081.00	\$ 47,322.43	\$ 189,061.68	\$ 390,019.32	67.4%
BENEFITS	\$ 375,897.00	\$ 26,121.10	\$ 105,872.28	\$ 270,024.72	71.8%
OUT OF AREA TRAVEL		\$ -	\$ -	\$ -	
EQUIPMENT		\$ -	\$ -	\$ -	
SUPPLIES	\$ 17,562.00	\$ 254.09	\$ 2,262.20	\$ 15,299.80	87.1%
CONTRACTUAL FACILITIES/CONST. OTHER	\$ 131,188.00	\$ 9,970.10	\$ 28,253.22	\$ 102,934.78	78.5%
TOTAL DIRECT COSTS	\$ 1,103,728.00	\$ 83,667.72	\$ 325,449.38	\$ 778,278.62	70.5%
ADMIN COSTS (9.0%)	\$ 85,948.00	\$ 6,609.92	\$ 26,544.05	\$ 59,403.95	69.1%
GRAND TOTAL	\$ 1,189,676.00	\$ 90,277.64	\$ 351,993.43	\$ 837,682.57	70.4%
IN KIND NEEDED	\$ 297,419.00				
IN KIND GENERATED	\$ 117,863.04				
IN KIND (SHORT)/LONG	\$ (179,555.96)				

USDA	Repair/Maint	Food	Non-Food	Total for Month	YTD Expense
Total for All Centers	\$ 61.49	\$ 715.02	\$ 44.86	\$ 821.37	\$ 2,447.86

EARLY HEAD START T/TA

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	REMAINING BUDGET %
OUT OF AREA TRAVEL	\$ 13,694.00	\$ 1,801.20	\$ 3,389.49	\$ 10,304.51	75.2%
SUPPLIES	\$ 2,379.00	\$ -	\$ 1,436.87	\$ 942.13	39.6%
OTHER	\$ 12,854.00	\$ 460.00	\$ 1,800.00	\$ 11,054.00	86.0%
GRAND TOTAL	\$ 28,927.00	\$ 2,261.20	\$ 6,626.36	\$ 22,300.64	77.1%
IN KIND NEEDED	\$ 7,232.00				
IN KIND GENERATED	\$ 8,985.00				
IN KIND (SHORT)/LONG	\$ 1,753.00				

CSI MAIN CAMPUS

Building	Square Feet	Year Built	Notes about the Building
ATIC Building	38762	2014	Constructed 2014
Art Building	3392	1978	Attained in 1978
Art Office	2053	1968	Attained in 1968
Art Annex	3177	1968	Attained in 1968
Art Lab	3303	1991	Attained 1991
Baseball Clubhouse	1417	1989	Constructed 1989/Remodel 1995
Breckenridge Storage Shed	7256	1991	Metal storage building with dirt floor. Behind Expo Center.
Canyon Building	76482	1976	Autobody Reconstruction added 4170sf in 1998
Canyon Storage	5040	1999	
Child Care Center	3621	1990	
Chiller Building #1	1485	1968	Located between Shields and Hepworth
Chiller Building #2 (Heat Plant)	1485	1968	Located between Student Union and Fine Arts
Custodial Annex	645		Holds event and custodial supplies. Near Headstart Office.
Desert Building	35650	1981	7105 sq.ft was added in 2010
Dormitory - Eagle Hall	52846	1971	Last Addition in 1994 added 24083 sq.ft.
Eagle View Apartments	38256	2013	225 Falls Ave West
Early Childhood Learning Lab	2486	2006	246 Falls Ave
Evergreen Building	53321	1992	Constructed 1992
Expo Center	64486	1976	
Expo Park Restrooms	653		
Fine Arts Building	74466	1968	Last Major Addition in 2012 added 10286sq.ft.
Old Greenhouse	1360		Currently Locksmith Shop
New Greenhouse	4415	2009	Constructed 2009
Geothermal Well Enclosure	576	2016	Located South of the Maintenance Building
Gymnasium	105082	1970	Rec Center Addition in 2005 added 32026sq.ft.
Head Start Office	3852	1981	
HSHS Building	72000	2010	Constructed 2010
Hepworth Building	32972		Addition in 2000 added 13896
Herrett Center	32107		Last addition in 2004 added 3865 sq.ft.
Maintenance Annex	2376		New Building - Constructed 2018
Maintenance/Security Building	5685		Remodel schedule for 2018/2019
Maintenance Mechanics Shop	2546		Mechanics, Plumber, and Weld Shop
Maintenance Paint Shop	1600		
Meyerhoffer Building	52908	1996	Constructed in 1996
Northview Apartments	30708		1322 Washington St N
Office on Aging	4357		
Outdoor Recreation Center	1371		
Quality Assurance Lab			Leased to ID Dept of Ag
SIDC Building	5107		202 Falls Ave. (Formerly Riedesel Building)
Shields Building	49392		
Softball Clubhouse	2998	2015	Constructed 2015
South Central Public Health Building			SCPHD owns building on CSI property
Support Center	1577		
SWI 1 Pumphouse	180		Located by Gym Parking Lot
SWI 3 Pumphouse	240		Located by Cheney Rd. and North College Rd.
Taylor Building	72899		Student Union Addition in 2003 added 28696sq.ft.
Tennis Court Restrooms	462		
Tower			
Vet Tech Shed	2218		
Wetlands/Breckenridge Endowment Farm			39.8 Acres
Totals	959270		

Head Start Buildings

Building	Square Feet	Acres	Year Built	Notes about the Building
Head Start Twin Falls				296 Falls Ave. W. Twin Falls, ID 83301
Head Start Mini Cassia				800 East 16th St. Burley, ID 88318
Head Start Hansen				589 Main St. N. Hansen, ID 83334
Head Start American Falls				1825 Fairway Dr. American Falls, ID 83211
Head Start Minidoka				124 8th St. Rupert, ID 83350
Headstart Buhl				230 North 11th. Buhl, ID 83316
Head Start Shoshone				207 West A. Shoshone, ID 83352
Head Start Wendell				250 2nd Ave E. Wendell, ID 83355
Head Start Hailey				1050 Fox Acres Rd. Hailey, ID 83333
Head Start Hagerman				324 N. 2nd Ave. Hagerman, ID 83332
Head Start Jerome	7129		2013	220 3rd Ave W. Jerome, ID 83338
SubTotals	7129			

Outreach Centers

Building	Square Feet	Acres	Notes about the Building
Jerome Center	3483		104 West Main St. Jerome, ID 83338
Mini-Cassia Center	46079		1600 Parke Ave. Burley, ID 83318
Northside Center			202 14th Ave. E. Gooding, ID 83330 (Not owned by CSI)
Blaine County Center	15673		1050 Fox Acres Rd. Hailey, ID 83333 (Not owned by CSI)
SubTotals	65235		

CSI Owned Property (Not on Main Campus)

Building or Property	Square Feet	Acres	Notes about the Building
Fish hatchery	4357		310 Canyon St. Twin Falls, ID 83301
Fish Hatchery House	864		310 Canyon St. Twin Falls, ID 83301
Refugee Center	6098		1526 Highland Ave E. Twin Falls, ID 83301
Bus Barn and Storage			2009 496 Madrona St. Twin Falls, ID 83301 (Scott's Property)
Trans IV Offices			496 Madrona St. Twin Falls, ID 83301 (Scott's Property)
Trans IV Shop			496 Madrona St. Twin Falls, ID 83301 (Scott's Property)
Apprentiship Building	32539		496 Madrona St. Twin Falls, ID 83301 (Scott's Property)
Madrona House	2106		522 Madrona St. Twin Falls, ID 83301 (Leased by ISDA)
Vet Tech (Pet Place) Downtown	3612		Leased by CSI from Dr Strobel
Jerome Butte Telecommunications Tower			
Pristine Springs Property			Purchased in 2017
716 Alyssa Ave. Twin Falls, ID 83301			Managed by Wanda Luna
1103 Caswell Ave W. Twin Falls, ID 83301			Managed by Wanda Luna
Renaissance Field			Bare Ground. Currently zoned R4
SubTotals	49576		

Grand Totals

1081210