

**COLLEGE OF SOUTHERN IDAHO
BOARD OF TRUSTEES MEETING
MONDAY, MARCH 22, 1993**

PRESIDENT'S BOARD ROOM

5:30 p.m.

AGENDA

MINUTES

TREASURER'S REPORT:

Dormitory Housing Commission
Quality Assurance Lab Lease

OLD AND NEW BUSINESS:

Nursing Department
Legislative Update
Review Expo Center Rental Policy

COLLEGE OF SOUTHERN IDAHO
JUNIOR COLLEGE DISTRICT
BOARD OF TRUSTEES MEETING

CALL TO ORDER: 5:30 p.m. PRESIDING: LeRoy Craig

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

College Administration: Gerald Meyerhoeffer, President
John M. Mason, Secretary/Treasurer
Robert Alexander, College Attorney
Dr. Michael Glenn Executive Vice President

Ron Shoppell, Director of Continuing Education

Sugden
Dormitory Housing Commission: Eldon Evans and
Sondra McDermott

MINUTES OF FEBRUARY 22, 1993, were approved as written on MOTION by Bill Babcock. Affirmative vote was unanimous.

TREASURERS REPORT: Acceptance of the Treasurer's report was approved on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.

PRESIDENT'S REPORT: President Jerry Meyerhoeffer reported the following:

The Board discussed proceedings with the representatives of the dormitory with dormitory housing commission members Eldon Evans and Sondra McDermott. College Attorney Bob Alexander recommended that we not consider a lease agreement due to increased liability

lease/purchase arrangement for the dormitory project.

The College of Southern Idaho Board of Trustees directed the administration to proceed with the issuance of revenue bonds in the approximate amount of 2.7 million dollars, subject to the approval of the Dormitory Housing Commission, on MOTION by Dr. Thad Scholes. Donna Brizee seconded and the affirmative vote was

2. Dr. Orval Bradley, Dr. Rick Parker and Dave White spoke to

commended for his involvement in the programs.

3. Dick Sterling presented recommendations for changes in operations and pricing policies for the Expo Center. Concerns

The Board asked for information concerning how many college

decision at the next Board meeting.

4. The President presented a letter to the Board from a disabled student concerning access to campus facilities. The letter provided positive input on areas that needed to be improved. Dick Sterling listed projects in process to address the concerns of the student.

5. It appears that the College will receive an increase in its General Fund appropriation from the State of approximately 5.5%.

fairly by the Legislature.

6. The President advised the Board that we were putting revenue projections together for Fy 94. Although we cannot add all the teaching positions we need, we are adding Math/Engineering and Biology professors. A contract package for the staff that will take into consideration our increased revenues is being developed.

7. The Board approved giving the President authority to sign the Quality Assurance Lab lease upon favorable review by College

CSI Trustees
March 22, 1993

ADJOURNMENT was declared at 6:28 p.m.



John M. Mason, Secretary-Treasurer

APPROVED April 19, 1993



Chairman

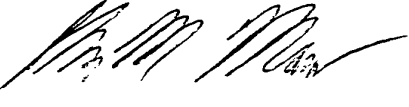




COLLEGE OF
SOUTHERN
IDAHO
BUSINESS OFFICE

March 16, 1993

To: President Meyerhoeffer, Eldon Evans, Sondra McDermott and Roy Prescott

From: Mike Mason 

Re: Dormitory Housing Commission Meeting and Dorm Project

We have received a financing plan from First Security Bank that would allow us to utilize Student Union Fees as security for the new dormitory. The proposal calls for the issuance of

invested in Securities of Limited Units of Governments. This escrow account will qualify with HUD as adequate security to allow them to release our pledged Student Union Fees.

This would leave us with construction funds of approximately

and the required amount to it for the new bond. The annual debt service on the new bond would run between \$219,000 and \$222,000 per year on a 20 year bond at a 5.6% interest rate.

Projected revenue on the Student Union Fees is approximately \$125,000 per year. At \$675 per bed, net housing operating income from the existing dorm is estimated to run approximately \$74,500. The new dorm should generate approximately \$70,000 at the same

The remaining balance of the \$222,000 payments would have to

We are at a point where a decision needs to be made concerning construction of a new dormitory. Based upon current projections, we can raise the funds to cover the cost of construction of a new dormitory. Bond interest rates at

At the request of President Meyerhoeffer, I would like to

Monday, March 22nd in the Boardroom of the Taylor Administration Building. Dinner will be served after the meeting.

**COLLEGE OF SOUTHERN IDAHO
VOCATIONAL-TECHNICAL DIVISION**

Students placing in the state postsecondary competitions for their student organizations in 1993 are as follows:

BUSINESS PROFESSIONALS OF AMERICA: (Computer Applications, Office Technology, and Medical Assistant)

	JoAnn Smith, Rupert	Data Specialist
3RD PLACE:	Sariah Knoght, Filer Liane Taylor, Twin Falls Rachelle Gibson, Twin Falls JoAnn Smith, Rupert Julia Stephens, Twin Falls Sherry Pearce Wendell	Computer-Aided Graphics Desktop Publishing Computerized Accounting Information Processing Specialist Keyboarding Medical Concepts
4TH PLACE:	Warren Gossett, Twin Falls Kathy Green, Jerome Kelly Owen, Wendell	Computer-Aided Graphics Computerized Accounting Employment Skills A
5TH PLACE:	Per Naslund, Uppsala, Sweden	Computer-Aided Graphics
6TH PLACE:	Warren Gossett, Twin Falls D'Rese Gilbert, Filer Orista Babcock, Twin Falls Marrilee Platt, New Castle, UT	Desktop Publishing Medical Concepts Office Specialist Proofreading

NATIONAL DELTA EPSILON CHI QUALIFIERS

	Paschal Rochat Victor Graybeal Shika S.	Sales Manager Meeting Hospitality & Tourism Sales Representative
2ND PLACE	Don Canine Coren Blackmon Colton Bartlett Edith Faude	Sales Manager Meeting Industrial Marketing Industrial Marketing Sales Representative
5TH PLACE:	Rene Malle Carina Wikstroem Melody Cramer	Finance and Credit Full Service Restaurant Full Service Restaurant

VICA - VOCATIONAL INDUSTRIAL CLUBS OF AMERICA

(Automotive Technology, Auto Body Technology, Electronics Technology, Welding Technology)

Communication & Career Planning

GOLD MEDALS: Eric Gallegos Automotive Service Technology
 Ren Honkins Cabinet Making
 Kay Auderniede Carpentry
 Brad Watkins Job Skill Demonstrations

Jan Martin (Nursing) Extemporaneous Speech
 Taci Boyd (Nursing) CNA Skills
 Jackie Kennedy (Nursing) P N Skills

SILVER MEDALS: Chad Holen Cabinet Making

Emily Shaw (Nursing) CNA Skills
 April Southworth PN Skills

BRONZE MEDALS: Kent Parkinson Auto Body Repair
 Hedie Steffler Cabinet Making
 Wayne Beebe Job Skill Demonstration

Margie Neff (Nursing) CNA Skills

WINNERS: Frances Adona Employment Interview
 Nancy Hoobler Agribusiness Sales
 Career Planning
 Natural Resources

1ST PLACE TEAM: Peggy Graves Crops
 Crystal Miller Crops

HIGH INDIVIDUAL: Peggy Graves Crops
 Crystal Miller Crops Team

TEAM #1: Dani Ostolasa College Bowl
 Peggy Graves
 Crystal Miller
 Jarrod Jackson
 Stephanie Mahlberg

TEAM #2: Judy Woody College Bowl
 Hermalinda Leija
 Esperanza Leija
 Dan Reichel
 Richard Larsen

VICA - VOCATIONAL INDUSTRIAL CLUBS OF AMERICA
 (Automotive Technology, Autobody Technology, Electronics Technology, Welding Technology,
 Cabinetmaking, Practical Nursing)

GOLD MEDALS:	Eric Gallegos Ben Hopkins Ray Aufderhiede Brad Watkins	Automotive Service Technology Cabinet Making Carpentry Lab Skills
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SILVER MEDALS:	Jacki Boyd (Nursing) Jackie Kennedy (Nursing) Chad Holen Nancy Bolton	CNA Skills P.N. Skills Cabinet Making Prepared Speech
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BRONZE MEDALS:	April Southworth Kent Parkinson Hedie Steffler Wayne Beebe Annette Frazier (Nursing)	FIN SKILLS Auto Body Repair Cabinet Making Job Skill Demonstration Extemporaneous Speech
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MARGIE HOFF (Nursing)	CNA SKILLS
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POSTSECONDARY AG STUDENTS OF IDAHO

WINNERS:	Frances Adona	<u>Employment Interview</u> <u>Agribusiness Sales</u>
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1ST PLACE TEAM:	Peggy Graves Crystal Miller	Crops Crops
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TEAM #1:	Dani Ostolasa Peggy Graves Crystal Miller	College Bowl
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TEAM #2:	Hermalinda Leija Esperanza Leija Dan Reichel Richard Larsen	College Bowl
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**COLLEGE OF SOUTHERN IDAHO
VOCATIONAL-TECHNICAL DIVISION**

Students placing in the state postsecondary competitions for their student organizations in 1993 are as follows:

BUSINESS PROFESSIONALS OF AMERICA • (Computer Applications Office)

1ST PLACE:	Liane Taylor, Twin Falls Sariah Knight, Filer Becky William, Twin Falls	Computer Aided Graphics Desktop Publishing Computerized Accounting
2ND PLACE:	Linda Roberts, Twin Falls Linda Roberts, Twin Falls Crystal Boyer, Jerome JoAnn Smith, Rupert	Computer-Aided Graphics Desktop Publishing Computerized Accounting Data Specialist
3RD PLACE:	Sariah Knoght, Filer Liane Taylor, Twin Falls Becky William, Twin Falls	Computer-Aided Graphics Desktop Publishing Computerized Accounting
4TH PLACE:	Sherry Pearce Wendell Warren Gossett, Twin Falls Kelly Owen, Wendell	Medical Concepts Computer-Aided Graphics Employment Skills A
5TH PLACE:	Per Naslund, Uppsala, Sweden	Desktop Publishing
6TH PLACE:	Warren Gossett, Twin Falls D'Rese Gilbert, Filer Orista Babcock, Twin Falls Marrilee Platt, New Castle, UT	Desktop Publishing Medical Concepts Office Specialist Proofreading

**NATIONAL DELTA EPSILON CHI QUALIFIERS
(Marketing, Management and Hotel/Restaurant Management)**

1ST PLACE	Kent Christensen	Entrepreneurship
2ND PLACE:	Edith Faude	Sales Representative
3RD PLACE:	Lauree Ezans Warren Sturgeon	Finance & Credit Hospitality and Tourism
5TH PLACE:	Rene Malle Carina Wikstroem Melody Gorman	Finance and Credit Full Service Restaurant Full Service Restaurant

had to park at the very end of the lot, like today for example. At the Evergreen Building there is only one parking place reserved for the handicapped. This should be increased also. The reason parking is so important is that I cannot get out of my car if my door doesn't open all the way, or back into my car if someone parks too close. The same goes for the people with van lifts. They need an extra five feet next to them. It might be a good idea if there are two or three spaces reserved especially for vans with lifts.

The next thing is curb cuts. There's one in particular that needs work. The one on the driveway behind the Taylor. It's so steep I have almost fallen out of my wheelchair several times. There are other places that don't have them that need them. The sidewalk at the same driveway that is mentioned above, doesn't have curb cuts at all. This means I would have to go out into the street, which I usually do, or go a different route. Another place for a curb cut is where you turn from Falls Ave. into CSI. There is an art major in a wheelchair that goes that way to the Art Complex. It is dangerous for her to go out into the street to get enough of a run to jump up onto the curb, if she can, or why doesn't CSI make a sidewalk between the dorms and the art complex? It would be a nice route to walk. If that is the city's jurisdiction, maybe you could tell them that the curb cut is needed and why.

Once inside the buildings there are a few things that could be changed. In the whole time I've attended CSI the only water

have upper body strength. If someone had limited use of his hands, or little upper body strength, there is no water fountain to drink out of. Most of the telephones are mounted too high for me to be able to use. For example, the one in the Shields Building by the men's restroom. Also, the doors on some restrooms are hard to open, so hard some people would need help to open them. Now inside the restroom in the shields, the handicapped stall should be wider. The optimum width is like the Evergreen or Canyon Buildings. The final thing inside is the elevators. I know of at least two people that have trouble with their elevator keys. With limited use of your hands it's hard to put a key in and turn it. What they have suggested to me is push

In conclusion, I'd like to list most of the things that I've found, both from talking to others and from my personal experience. There are others, but I think these are the most important.

1. Parking, not enough by the Canyon or Evergreen, none by the Aspen or Security.
2. Curb Cuts
3. Water Fountains
4. Telephones

5. Restroom Stalls. should be wider. some main doors to restrooms are hard to open.
6. Elevator Buttons.

I would like to thank you for reading this letter. and listening to our needs.

SINCERLY

A. Travis Schied
A. TRAVIS SCHIED

TO: President Meyerhoeffer

FROM: Shawn Davis, Rodeo Director
Dick Sterling, Physical Plant Director
Bill Turner, Expo Building Custodian
Daryl Cameron, Director of Security

DATE: March 17, 1995

RE: Recommendation for rental of the Expo Building and the Outdoor Arena

A meeting of this group has resulted in making this recommendation to you in an attempt to set-up more specific guidelines for scheduling of the Expo Center and the Outdoor Arena. The daily expense of operating the Expo

is in progress. In consideration of rising inflationary rates we feel that this recommendation is in order to supplement the costs of operating the expo for special events. We are now renting the Expo Building for the maximum of \$1,500 per day/per event. There is now no additional rate for set-ups or tear-downs. We are not charging for the Outdoor Arena.

Here are two options we submit for consideration:

It will be rented according to the following schedule. The rates will be:

OUTDOOR ARENA:

1. Expo Bldg. with Arena/October 1 through April 30
\$2,000/day of activity
\$1,000/day of set-up or occupancy

Expo Bldg.
\$480/Add per event to set up or take out bleachers
\$300 to tear-down arena

\$1,500/day of activity
\$ 750/day of set-up or occupancy

Expo Bldg.
\$480/Add per event to set up or take out bleachers
\$300 to tear-down arena

We would like to recommend the following terms for the rental of the Outdoor Arena:

That the Outdoor Arena be rented with two options:

2. Use of arena including work-up, watered down and lights. An additional \$75.

Recommendations:

That charges be established for co-sponsored events.

That CSI employees only be allowed to operate the equipment. This being for liability reasons as well as breakage and depreciation.

Our cost for one employee to work-up the arena is \$20 an hour. The local rental cost for a facility is \$55.00 per hour.

That if the event is large enough to require traffic control it will be the

That the fire and ambulance exits be painted and be clearly marked.

That our smoking and alcoholic beverage policy on campus be enforced.

That the user supply CSI with a \$1,000,000 liability insurance policy in advance of the event.

That the original application form or an attachment contain a complete description of special needs including arena, bleachers, special power access, water need, etc.

That a Percentage of the revenue generated by the use of the Expo facility be deposited into a special fund for facility improvement and maintenance.

We are submitting this recommendation based on the sound estimates of our actual costs to operate this facility. It is our concern that the college is substantially subsidizing non-college activities. We have not increased fees

DEPARTMENT OF FINANCE
10/10/00
URGENT PRIORITY
10/10/00
URGENT PRIORITY

Our recommendations are supported by the following data:

1. The regular use of the Expo Building is with the arena in place to handle livestock. Any event not using the arena make it necessary for the college to ~~devote many man hours of labor and equipment when the arena is removed~~

Man hour cost: \$480
Fork Lift (if rented) \$150.

b) To move bleachers requires about twenty hours to move in and twenty hours to move out plus the use of a tractor and fork lift for four hours.

Man hour cost \$400
Equipment \$ 80

c) To work up arena and water ground requires a minimum of four hours. If the ground needs to be rolled or dragged then the time doubles.

Man hour cost \$ 80 to \$160
Equipment \$ 80 to \$160

d) Energy use will vary dependent upon the time of the year

August or September requires minimal heat and lighting.

~~Designing in September activities require heat and that continues~~

used as a base, our energy cost for a three day event can cost

~~time cost of \$650 to \$700 plus a \$2 hour cost for lighting~~

e) All of our bleachers need to be replaced or extensively upgraded in the near future to be in compliance with health and safety requirements. A total replacement could easily cost us \$100,000. ~~Continual moving of these fixtures causes rapid~~

f) All of the arena panels suffer the same kind of deterioration. These are repaired and replaced on a continual basis.

g) The Expo sound system is not adequate and should be replaced.
The cost of replacement will depend on the quality of the replacement.

h) The lobby and the mezzanine need extensive upgrading

done for condensation problems. The stairs and mezzanine need new floor covering but I do not recommend carpet.

jb

MAINTENANCE AGREEMENT

This Maintenance Agreement is made and executed on this _____ day of _____, 1993, by and between the College of Southern Idaho, a public body organized and existing under the laws of the state of Idaho, having its principal office at 315 Falls Avenue, Twin Falls, Idaho 83303-1000, herein referred to as

its principal office at 2270 Old Penitentiary Road, Boise, Idaho 83712, herein referred to as the State.

SECTION 1 SCOPE OF AGREEMENT

State is occupying and operating a Quality Assurance Laboratory located upon the College of Southern Idaho campus in Twin Falls, Idaho under the terms of a separate Ground Lease entered into by the state of Idaho, as Lessee through its ~~Department of Administration~~. College has staff available to maintain its facilities and campus. It is recognized that certain advantages and savings to both State and College exist and it is hereby agreed that College will provide to State and will perform the following services and maintenance: Fill all boxes yes or no.

A. Utilities:

1. /no/ Domestic water
2. /yes/ Irrigation water
3. /no/ Electricity
4. /no/ Gas

B. General facility repair and maintenance: General facility repair and

provide the following general facility repair and maintenance:

1. /yes/ Interior /yes/ Exterior
2. /yes/ Heating system and related equipment
3. /yes/ Cooling and air handling system and related equipment

- 4. / yes / Electrical system and related equipment
- 5. / yes / Sewer and plumbing systems and related equipment

C. Custodial services provided by College:

- 1. / yes / Waste removal from premises - domestic trash not disposed of by State.
 - / yes / Weekly _____ Other
- 2. / yes / Lawn and shrubbery care
 - / yes / Weekly _____ Other
- 3. / yes / Cleaning grounds and parking area of debris
 - Monthly / yes / Weekly Other
- 4. / yes / Ice and snow removal, as needed
- 5. / yes / Complete janitorial service
 - / yes / Daily _____ Other
- 6. / yes / Window cleaning
 - / yes / Monthly _____ Other
- 7. / yes / Carpet cleaning - vacuuming, daily - shampooing as needed
- 8. / yes / Waxes/polishes furnished
 - / yes / Hand soap _____ Hand towels
 - / yes / Toilet tissue _____ Other
 - / yes / All cleaning supplies and equipment - domestic use only
- 9. / yes / Light bulb and fluorescent tube replacement

OF SPACES -
CUB

D. Adequate automobile parking. Adequate street lighting. Normal campus and building security services as part of this agreement.

11/11/11
5/11

- E. Special Provisions: College agrees to provide the following:
- 1. Food Service - to schedule meetings with meal service through the food service provider and fulfill other special requests.
 - 2. Library Services - full use of the library.
 - 3. Gymnasium - full use of the gymnasium facilities. Minimum towel charge only.
 - 4. Fine Arts Productions and Museum - open attendance at faculty rates.

- 7. Postal Service - all postal services available at regular faculty rates.
- 8. Athletic Events - open attendance at faculty rates.

BE ON
BENEFITS
IN PAST WE LIMITED
TO PEOPLE ON OUR
PAY ROLL

**SECTION 2
TERM**

The initial term of this agreement shall be for two (2) years, commencing on the date of substantial occupancy and ending two (2) years from said date. State shall have the option to renew the agreement in accordance with terms hereof throughout

to College within thirty (30) calendar days of the termination of each term of this agreement.

**SECTION 3
PAYMENT**

The total cost for maintenance service for the first year shall be two dollars and cents (\$2.00) per gross square foot; the Quality Assurance Lab has ten thousand seven hundred (10,700) gross square feet, for a total of twenty-one thousand, four hundred dollars (\$21,400) which State shall pay to College, in quarterly installments or on other terms as agreed to by both parties upon receipt of an invoice at such place or places as may be designated from time to time by College. The total cost for maintenance service for the second year shall be two dollars and fifty cents (\$2.50) per gross square foot; the Quality Assurance Lab has ten thousand seven hundred (10,700) gross square feet, for a total of twenty-six thousand, seven hundred and fifty dollars (\$26,750) which State shall pay to College, in quarterly installments or on other terms as agreed to by both parties upon receipt of an invoice and at such place or places as may be designated from time to time by College. Thereafter, total maintenance service costs will be ascertained and be incorporated

QUARTERLY
INVOICE
SENT BY
RUC OFF

this section. Should State wish to terminate such service, it may do so upon providing written notice within thirty (30) calendar days of the date of termination of this agreement.

SECTION 4
ANNUAL APPROPRIATION REQUIRED

In the event that appropriated funds are not legally available for payment of any ~~services provided herein or other obligations of this agreement~~ agreement shall be terminated and have no further force and effect. State reserves the right to terminate this agreement if, in its judgment, the legislature of the state of Idaho fails, neglects or refuses to appropriate sufficient funds ~~to pay the obligations of this agreement~~.

rights and liabilities of the party hereto shall thereupon cease within thirty (30) calendar days' notice to College of such termination for lack of sufficient legislative appropriation.

SECTION 5
ASSIGNMENT AND TRANSFER

The parties shall not assign or transfer this agreement or any interest herein, without the prior written consent of the other party.

SECTION 6
NOTICES

All notices, demands or other writings in this agreement which are to be given, made or sent, or which may be given, made or sent, by either party hereto to the other shall be deemed to have been fully given, made or sent when made in writing.

and deposited in the United States Mail, registered, postage prepaid, and addressed as follows:

TO: The State Director
Department of Agriculture
2270 Old Penitentiary Road
P. O. Box 790
Boise, Idaho 83701

TO: The College President

P. O. BOX 1238

Twin Falls, Idaho 83303-1238

The address to which any notice, demand or other writing may be given, made or sent

as provided above. Notice may also be given by personal delivery of a written notice letter if to State by serving the written notice upon the Director of the Department of Agriculture, or if to College by serving the written notice upon the President of the College of Southern Idaho.

SECTION 7 **INDEMNIFICATION**

State agrees to indemnify and save harmless College, its agents, representatives, and employees from any and all claims or causes of action by third persons, including but not limited to agents, representatives, employees, and visitors

performance under this agreement. College agrees to indemnify and save harmless State, its agents, representatives, employees, and visitors from any and all claims or causes of action by third persons including, but not limited to agents, representatives, employees, and visitors of the college, based upon or arising out of any damages,

losses, expenses, charges, costs, injuries, illnesses or negligence resulting directly or indirectly from College's performance under this agreement.

**SECTION 8
TERMINATION**

This agreement may be terminated by either party for no fault upon thirty (30) calendar days' written notice to the other party. In the event of termination, College shall be paid its prorated fees incurred to date of termination.

**SECTION 9
EXTENT OF AGREEMENT**

This agreement represents the entire agreement between State and College and supersedes all prior negotiations, representations or agreements, either written or oral pertaining to maintenance services. This agreement may be amended only by written

**SECTION 10
GOVERNING LAW**

This agreement shall be governed by the laws of the state of Idaho.

IN WITNESS WHEREOF, the parties have entered into this agreement effective

STATE OF IDAHO
DEPARTMENT OF AGRICULTURE

COLLEGE OF SOUTHERN IDAHO

By _____
W. G. Nelson
Director
Department of Agriculture

By _____
Gerald R. Meyerhoeffer
President
College of Southern Idaho

STATE OF IDAHO)
) ss.
County of _____)

On this ____ day of _____, 1993, before me, the undersigned, a Notary Public in and for said state, personally appeared W. G. Nelson, known to me to be the Director of the Department of Agriculture who acknowledged to me

representative capacity.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first above written.

Notary Public for Idaho
Residing at _____, Idaho
Commission Expires: _____

STATE OF IDAHO)
) ss.
County of _____)

On this _____ day of _____ 1993 before me the undersigned _____

known to me to be the President of the College of Southern Idaho, who acknowledged to me that he executed the within Agreement on behalf of the state of Idaho in his representative capacity.

~~IN WITNESS WHEREOF, I have hereunto set my hand and official seal~~
seal the day and year first above written.

Notary Public for Idaho
Residing at _____ Idaho