

**COLLEGE OF SOUTHERN IDAHO
BOARD OF TRUSTEES**

JULY 17, 2000

**5:30 p.m.
TAYLOR BUILDING
PINE ROOM #258**

AGENDA

MINUTES: (A) *Mike Mason*

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

BIDS: (A) *Mike Mason*

**ARIEC Automotive Tool Bid
PTEC Construction Equipment**

**JUNE BIDS—INFORMATION ONLY
COMPUTER BID
VIDEO CONFERENCING BID
ANALOG TO DIGITAL MICROWAVE BID**

CONTINUING BUDGET RESOLUTION FY 2001: *Mike Mason*

HEADSTART PROBLEM RESOLUTION POLICY: *Mike Mason*

BOARD ELECTION: *Mike Mason*

PHYSICAL PLANT TOUR: (I) *President Meyerhoeffer and Randy Dill*

OLD BUSINESS

NEW BUSINESS

COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES MEETING
JULY 17, 2000

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

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

College Administration: Gerald Meyerhoeffer, President
John M. Mason, Secretary/Treasurer
Dr. Jerry Beck, Vice President of Instruction
Dr. Joan Edwards, Vice President of Planning and Development
Dr. DeVere Burton, Dean of Instruction
Dr. Ken Campbell, Dean of Technology
Ron Shopbell, Director of Dual Credit
Bill Babcock, District Plant Director

Doug Maughan, Herrett Center/Public Information Officer

CSI Staff: Jim Vining, Louise Flowers, Don Buettner, Rod Pooler and Henry Jones

Visitors: None

Faculty Representative: Edit Szanto

Times News: Jay Houser

MINUTES OF THE REGULAR SESSION OF JUNE 12, 2000 were approved as written on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.

BIDS:

1. The Board approved the low bid of Data Projections of Boise, Idaho in the amount of \$14,460.00 for four multimedia projectors on MOTION by Bill Babcock. Affirmative vote was

CSI Trustees
July 17, 2000
Page 2

2. The Board approved the low bids of Snap On Tools for \$95,781.32 NAPA for \$26,391.55 and Quality Tool Unit for \$5,970.00 for the specified automotive tools on MOTION by Dr. Thad Scholes. Affirmative vote was unanimous.

Funding for this purchase is from the ARTEC Albertson's grant funds.

3. The Board approved the low bid of Nelson's Building Supply for the laser levels, concrete mixer and mini drill

for the CNC router in the amount of \$17,850.00 on MOTION by Bill Babcock. Affirmative vote was unanimous.

Funding for this purchase is from the ARTEC Albertson's grant funds.

4. The Board approved the sole bid of Northwest Regional Educational Laboratory of Portland, Oregon in the amount of \$48,434.00 for the fiscal year 2001 evaluation and \$40,722.00 for the fiscal year 2002 evaluation on MOTION by Bill Babcock. Affirmative vote was unanimous.

The Board reviewed the bids authorized at June Board analog to digital microwave conversion.

PRESIDENT'S REPORT:

1. The Board approved a continuing budget resolution to allow the college to continue to operate based upon the previous years budget for the months of July and August on

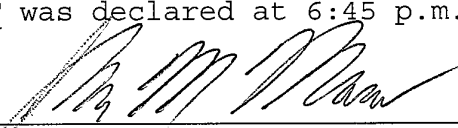
2. The Board approved the Headstart Policy Council Dispute Resolution Procedure on MOTION by Bill Babcock. Affirmative vote was unanimous.

3. The Board reviewed the election calendar as presented by Mike Mason.

CSI Trustees
July 17, 2000
Page 3

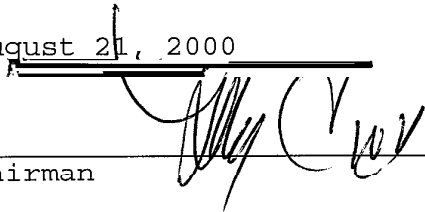
current year's preventative maintenance funds be used to
straighten and repair the road by the Expo.

ADJOURNMENT was declared at 6:45 p.m.



John M. Mason, Secretary-Treasurer

APPROVED August 21, 2000



Chairman

COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES MEETING

CALL TO ORDER: 5:00 p.m. PRESIDING: LeRoy Craig

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

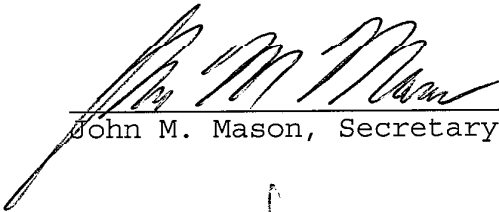
College Administration: Gerald Meyerhoeffer, President
John M. Mason, Secretary/Treasurer

Visitors: None

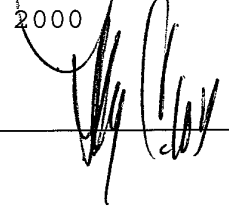
The Board of Trustees entered into Executive Session in
accordance with Idaho Code 67-2345 (b) to conduct

Scholes Affirmative vote was unanimous

ADJOURNMENT was declared at 5:25 p.m.



John M. Mason, Secretary/Treasurer

APPROVED August 21, 2000


Chairman



July 17, 2000

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

From: Mike Mason

A handwritten signature in black ink, appearing to read 'Mike Mason', is written over the 'From:' line and extends slightly into the 'Re:' line.

Re: Multimedia Projector Bid

As the attached sheet indicates, we received four responses from vendors for the multimedia projectors.

Based upon a review of the bids by Dr. Ken Campbell, I recommend we accept the low bid of Data Projections of Boise, Idaho in the amount of \$14,460.00 for four multimedia projectors.

Funding for this purchase is from the Federal Title III grant, the Albertson's grant, the technical education budget and the academic instructional budget.

July 12, 2000 Multimedia Projector -- Bid Summary

Multimedia Projectors

Computer Discount Warehouse
 Data Projections Atronics PC Age

SVGA Resolution

Model	Epson 5550	CTX 610H	CTX 610H	Epson 5550
Base Unit	\$ 2,875	\$ 2,895	\$ 3,000	\$ 3,462
Ceiling Mount Kit	\$ 190	\$ 320	\$ 255	\$ 204
Soft-side Case	\$ 149	Included	\$ 205	\$ 189
Total	\$ 3,214	\$ 3,215	\$ 3,460	\$ 3,855

XGA Resolution

Model	Epson 710	CTX 615H	CTX 615H	EPSON 7350
Base Unit	\$ 4,869	\$ 4,495	\$ 3,949	\$ 6,350
Ceiling Mount Kit	\$ 185	\$ 320	\$ 255	\$ 204
Soft-side Case	\$ 149	Included	\$ 205	\$ 189
Total	\$ 5,203	\$ 4,815	\$ 4,409	\$ 6,743

Price Comparison

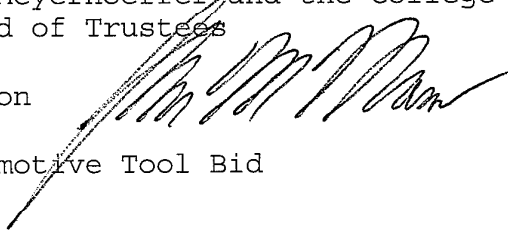
Total for 3 SVGA Units and 1 XGA Unit	\$ 14,845	\$ 14,460	\$ 14,789	\$ 18,308
---------------------------------------	-----------	-----------	-----------	-----------

Rationale for switching to CTX units:

- 1) Epson 5550C is being discontinued.
- 2) CTX has 3 year warranty vs. Epson with 2 year warranty.
- 3) Data projections offers next day free loaner for warranty repair.
- 4) CTX unit has higher lumen (brightness) rating: 1100 vs. 850.

July 13, 2000

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

From: Mike Mason 

Re: ARTEC Automotive Tool Bid

We received bids from Snap On, NAPA and Quality Tool for the specified twenty two-page listing of over five hundred individual tools. Prices from each vendor for each individual tool were compared and the lowest price accepted.

Based upon an analysis of the bids by David Sass and the ARTEC staff, I recommend that we accept the lows bid of Snap On for \$95,781.32, NAPA for \$26,391.55 and Quality Tool Unit for \$5,970.00 for the specified tools for the Buhl automotive program.

I also recommend that we accept the low bids of NAPA for \$5,552.00 and Snap On for \$21,700.00 for specified tools for the Minco automotive program.

Funding for this purchase is from budgeted Fy 2001 ATREC Albertson's grant funds.



July 13, 2000

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

From: Mike Mason

A handwritten signature in black ink, appearing to read 'Mike Mason', is written over the 'From:' line and extends slightly into the 'Re:' line.

Re: Request for Proposals for ARTEC Evaluation

We received only one response to our proposal for the evaluation of ARTEC. Based upon the recommendation of David Sass, I recommend we accept the sole proposal of Northwest Regional Educational Laboratory of Portland, Oregon in the amount of \$48,434.00 for the fiscal year 2001 evaluation and \$40,722.00 for the fiscal year 2002 evaluation.

Funding for this purchase is from the ARTEC Albertson's grant.



June 23, 2000

To: President, Messersoff and the College of Southern
Idaho Board of Trustees

From: Mike Mason

Re: Computer Bid

As the attached tabulation sheet indicates, we received six bids for the specified computers.

Based upon a review of the bids by Dr. Ken Campbell and Gary Baum, I recommend we accept the low bid of Conner Creek Computers of Burley, Idaho in the amount of \$130,780.00 for one hundred and eleven computers in fifteen different configurations.

Fiscal year 2000 funds will be used to purchase eighty five of the computers in the amount of \$97,000.00 in eleven different configurations. Seventy-one of these computers are for computer labs. The remaining fourteen go to various support staff and instructors.

Fiscal year 2001 funds will be used to purchase twenty-six of the computers in the amount of \$33,780.00 in four different configurations. Sixteen of these computers are for a Technical Education lab and eight will go in the dorm. The remaining two are for instructors.

Funding for the computer purchases are from

Total System Costs for June 14, 2000 Computer Bid

Total Systems	Qty	Hardware Costs	Software Costs	Total Costs
Systems 1-6	59	\$67,454.00	\$3,835.00	\$71,289.00
Systems 7-11	26	\$29,546.00	\$1,625.00	\$31,171.00
Totals	85	\$97,000.00	\$5,460.00	\$102,460.00

June 14, 2000 Computer Bid

Suppliers	Connor Creek Computers	P C Open Inc.	Gateway	Dell Computer Corp.	MicronPC.COM
Base System Price	\$940.00	\$979.75	\$1,188.00	\$1,394.00	\$1,435.00
Base System (CPU Only)	\$835.00	\$839.75	\$938.00	\$1,244.00	\$1,285.00
Base System (CPU, Kyb, Mse)	\$810.00	\$815.75	\$920.00	\$1,244.00	\$1,285.00
Upgrades:					

Pentium III - 667EB MHz	\$20.00	In Base	In Base	N / A	\$1,435.00
Pentium III - 733EB MHz	\$90.00	\$60.00	\$50.00	In Base	\$1,490.10

Additional Memory					
128 MB SDRAM PC-133	\$150.00	\$130.00	\$200.00	\$420.00	\$172.71

Hard Disk Storage					
13.0 GB	\$15.00	\$28.00	* 15GB Base	N / A	\$27.83
17.0 GB	\$35.00	\$48.00	* 15GB Base	N / A	\$47.02
20.0 GB	\$40.00	\$48.00	\$50.00	In Base	\$94.99

Monitors					
17" SVGA Color	\$80.00	\$100.00	In Base	* \$75.00	In Base
19" SVGA Color	\$225.00	\$185.00	\$170.00	\$200.00	\$190.94

Graphics Adapters					
AGP 128 Bit with 8 MB	\$15.00	In Base	In Base	* 32MB - \$87.00	N / A
AGP 128 Bit with 16 MB	\$65.00	\$32.00	\$30.00	*64MB - \$320.00	In Base

Keyboard					
Microsoft Natural Elite	\$22.00	\$15.00	\$32.00	\$43.00	\$23.03

Full-Size Tower	\$75.00	\$55.00	N / A	In Base	N / A
Desktop Case 3 - 5 1/4" Ext	\$20.00	\$10.00	No Charge	N / A	N / A
Network Card					
10/100 32-Bit NIC - AT	\$24.00	N/A	N / A	N / A	N / A

Dual Speaker System	\$9.00	\$20.00	\$20.00	N / A	In Base
3 Piece Speaker System	\$49.00	\$35.00	\$55.00	\$52.00	\$75.80
Headphones	\$19.00	\$15.00	\$30.00	\$14.99	N / A
Removable Storage			Not Available	\$70.00	\$17.00

Applications (Pre-Loaded)					
MS NT 4.0 Workstation	\$55.00	\$80.00	\$75.00	\$96.00	\$94.99
MS Office 2000 - License	N / A	\$295.00	\$49.00	N / A	N / A

Modems					
--------	--	--	--	--	--

= Refer to bid for additional information

June 14, 2000 Computer Bid - Phase 1

BaseSystem (CPU Only) (ATX)	\$810.00							
BaseSystem (No Monitor) (ATX)	\$835.00							
Upgrades:								
Microprocessor								

128MB SDRAM PC-133	\$150.00		\$150.00					\$150.00
--------------------	----------	--	----------	--	--	--	--	----------

17.0 GB IDE Hard Disk Drive	\$35.00					\$35.00		
20.0 GB IDE Hard Disk Drive	\$40.00		\$40.00					\$40.00

19" SVGA Color Monitor	\$225.00		\$225.00					
------------------------	----------	--	----------	--	--	--	--	--

MS Natural Elite Keyboard	\$22.00							
Chassis								

Network Card								
--------------	--	--	--	--	--	--	--	--

Sound Card - 32 Bit	\$17.00		\$17.00	\$17.00	\$17.00	\$17.00	\$17.00	\$17.00
Sound Card - 64 Bit	\$29.00							

Plextor 8/4/32 CDRW Drive	\$245.00							
Basic Dual Speaker System	\$9.00					\$9.00	\$9.00	\$9.00
3-Piece MM Speaker System	\$49.00							

Removable Drives								
------------------	--	--	--	--	--	--	--	--

MS NT 4.0 Wkstn- Full	\$55.00							
-----------------------	---------	--	--	--	--	--	--	--

Extra Parallel Port				\$17.00				
---------------------	--	--	--	---------	--	--	--	--

1. Gary C. Baum 97-9770-5420	\$30,672.00	27	X					
2. Pat Ferrell 01-5010-5420	\$1,622.00	1		X				
3. Deb Stuart 01-1100-5420	\$28,025.00	25			X			
4. 01-1010-5420 Connie Stout Jan Bowman	\$2,330.00	2				X		
5. 01-1010-5420 Jerrv Beck	\$3,390.00	3					X	

Total	\$67,454.00	59						
--------------	--------------------	-----------	--	--	--	--	--	--

June 14, 2000 Computer Bid - Phase 1

Vendors	Conner Creek Computers	Qty	System 7	System 8	System 9	System 10	System 11	System 12
Base System Price (ATX)	\$940.00		\$940.00	\$940.00	\$940.00	\$940.00	\$940.00	
Base System (CPU Only) (ATX)	\$810.00							
Base System (No Monitor) (ATX)	\$835.00							
Upgrades:								
Pentium III - 667EB MHz Proc	\$20.00		\$20.00	\$20.00	\$20.00		\$20.00	
Pentium III - 733EB MHz Proc	\$90.00							
Pentium III - 800EB MHz Proc	\$225.00							
Additional Memory								
128MB SDRAM PC-133	\$150.00				\$150.00			
256MB SDRAM PC-133	\$200.00							

17.0 GB IDE Hard Disk Drive	\$35.00					\$35.00		
20.0 GB IDE Hard Disk Drive	\$40.00				\$40.00			

19" SVGA Color Monitor	\$225.00							
Graphics Adapter								
AGP 128-Bit w/8MB RAM	\$15.00					\$15.00	\$15.00	
AGP 128-Bit w/16MB RAM	\$65.00				\$65.00			
Keyboard								
MS Natural Elite Keyboard	\$22.00							
Chassis								

Desktop Case w/2 Floppy Drives	\$29.00							
Network Card								

Sound Card - 32 Bit	\$17.00		\$17.00	\$17.00		\$17.00	\$17.00	
Sound Card - 64 Bit	\$29.00				\$29.00			
50X CD-ROM Drive	\$55.00		\$55.00	\$55.00		\$55.00	\$55.00	
10X Shuttle DVD Drive	\$115.00				\$115.00			
Plextor 8/4/32 CDRW Drive	\$245.00				\$245.00			
Basic Dual Speaker System	\$9.00		\$9.00				\$9.00	

Removable Drives								
------------------	--	--	--	--	--	--	--	--

MS NT 4.0 Wkstn- Full	\$55.00							
MS Windows 2000 Pro - Full	\$69.00					\$69.00		
MS Office 2000 - Installed	Yes/No		Yes	Yes	Yes		Yes	
Modem	\$85.00							
Extra Parallel Port								
Case: D = Desktop, T = Tower			T	T	T	T	T	

10. Todd Schwarz 01-5010-5420	\$1,300.00	1				X		
11. [Redacted]	\$400.00	1					X	

June 14, 2000 Computer Bid - Phase 2

Vendors	Conner Creek Computers	Qty	System 12	System 13	System 14	System 15	System 16	System 17
---------	------------------------	-----	-----------	-----------	-----------	-----------	-----------	-----------

Pentium III - 667EB MHz Proc	\$20.00		\$20.00	\$20.00	\$20.00	\$20.00		
Pentium III - 733EB MHz Proc	\$90.00							
Pentium III - 800EB MHz Proc	\$225.00							
Additional Memory								
128MB SDRAM PC-133	\$150.00				\$150.00	\$150.00		
256MB SDRAM PC-133	\$300.00							

17.0 GB IDE Hard Disk Drive	\$35.00				\$35.00			
20.0 GB IDE Hard Disk Drive	\$40.00		\$40.00					
Monitor								
17" SVGA Color Monitor	\$80.00		\$80.00		\$80.00	\$80.00		
19" SVGA Color monitor	\$225.00							
Graphics Adapter								
AGP 128-Bit w/8MB RAM	\$15.00		\$15.00	\$15.00	\$15.00	\$15.00		

Peripherals								
MS Natural Elite Keyboard	\$22.00							
Chassis								
Full-Size Tower	\$75.00							

Sound Card - 32 Bit	\$17.00		\$17.00	\$17.00		\$17.00		
Sound Card - 64 Bit	\$29.00				\$29.00			
50X CD-ROM Drive	\$55.00		\$55.00	\$55.00	\$55.00	\$55.00		
10X Shuttle DVD Drive	\$115.00							
Plextor 8/4/32 CDRW Drive	\$245.00							
Basic Dual Speaker System	\$9.00							
3-Piece MM Speaker System	\$49.00		\$49.00					
Headphone w/Volume Control	\$19.00							
Removable Drives								

MS NT 4.0 Wkstn- Full	\$55.00							
MS Windows 2000 Pro - Full	\$69.00				\$69.00	\$69.00		

Extra Parallel Port								
Case: D = Desktop, T = Tower			T	T	T	T		



June 27, 2000

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

From: Mike Mason

Re: Video Conferencing Systems Bid

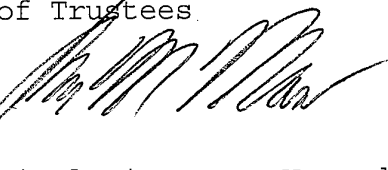
GBH Distributing	\$13,800.00
US West	\$17,546.00
Teleconn, Inc.	\$23,373.00

Based upon a review of the bids by Dr. Ken Campbell, I recommend that we accept the low bid of GBH Distributing of Boise, Idaho in the amount of \$27,600.00 for two video conferencing systems.



June 27, 2000

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

From: Mike Mason 

Re: Analog to Digital Microwave Upgrade

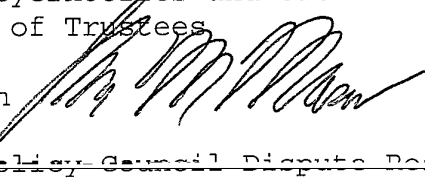
We received only one bid for the specified upgrade to our analog radios. Based upon a review of the bid by Dr. Ken Campbell, I recommend that we accept the bid of IMC of East Norwalk, Connecticut in the amount of \$12,800 to upgrade four radios.

Funding for this purchase is from budgeted Technology



July 13, 2000

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

From: Mike Mason 

~~Re: Headstart Policy Council Dispute Resolution Procedure~~

The attached two pages contain the proposed Headstart Policy Council Dispute Resolution Procedure. A dispute procedure is a federal regulation requirement.

I have reviewed the attached procedure and believe it is reasonable. I recommend that the Board approve the procedure as written.



SOUTH CENTRAL HEAD START
College of Southern Idaho
PO Box 1238
Twin Falls, Idaho 83202-1238

E-MAIL: SCIS@HICFOI.COM

College of Southern Idaho Board of Trustees and South Central Head Start Policy Council Dispute Resolution Procedure

Background Information: Head Start Performance Standard 1304.50, appendix A, describes Governance and Management Responsibilities and outlines several areas that require both governing body and Policy Council approval. These include:

- I. Planning
 - a) Procedures for program planning
- II. General Procedures
 - a) Policy Council composition
 - b) Procedures for implementing shared decision making
 - c) Procedures for resolving internal disputes
- III. Human Resource Management
 - a) Program personnel policies, including standards of conduct for program staff, consultants and volunteers.

The governing body (the group with legal and fiscal responsibility for administering the Head Start Program) 1304.50 (a)(5), and Policy Council has the responsibility for writing and following their own procedures for resolving internal disputes.

Purpose: This procedure is designed to protect the interest of the children and families being served by the Head Start program in the case of disputes involving South Central Head Start Policy Council and College of Southern Idaho Board of Trustees. Despite any differences of the parties involved, it is our intention to maintain an unconditional positive regard for each other and to exemplify the partnership principle in Head Start.

expeditiously. whenever possible, disagreements will be resolved informally, through discussion, compromise, and consensus. If the parties agree, a professional mediation process could be employed.

Executive Leadership: The College of Southern Idaho Board of Trustees or their designee; the Head Start Policy Council Chairperson or designee; the Dean of Finance and the Head Start Director

Notification of disagreement: It shall be the responsibility of the Governing Board and the South Central Head Start Policy Council, authorized by their respective groups to give adequate notice, in writing, or e-mail, to each member of the Executive Leadership, that a disagreement exists.

exists a representative selected from each of the disagreeing parties shall meet to discuss the concerns or dispute. This should be an informal attempt to achieve conciliation, compromise and settlement. The Dean of Finance and the Head Start Director may also attend the meeting, and act as resource persons. The meeting day and time should be convenient for all individuals. If agreement is reached, the representative will return to their policy groups with the proposed solution. Failure to reach agreement may result in a decision by the representatives to mutually select an outside mediator to assist in facilitating a compromise or resolution. The mediation process should take place and solution reached within 30 days and a final decision, in writing, be distributed to the Executive Leadership. Both parties

Statement of Commitment: Every good faith effort will be made to amicably resolve any differences that may occur.

Policy Council Chairperson

Date



Board of Trustees or Designee

Date

SEPT 16 2000
17 JULY 2000

**College of Southern Idaho Board of Trustees
and
South Central Head Start Policy Council
Dispute Resolution Procedure**

DRAFT

Background Information: Head Start Performance Standard 1304.50, appendix A, describes Governance and Management Responsibilities and outlines several areas that require both governing body and Policy Council approval. These include:

I. Planning

a) Procedures for program planning

b) The program's philosophy, goals, and short-term goals and objectives

a) Policy Council composition

b) Procedures for implementing shared decision making

c) Procedures for resolving internal disputes

III. Human Resource Management

a) Program personnel policies, including standards of conduct for program staff, consultants and volunteers

Additionally, while the Board or Board Designee has responsibility for making the

responsibility for writing and following their own procedures for resolving internal disputes.

Purpose: This procedure is designed to protect the interest of the children and families being served by the Head Start program in the case of disputes involving

cannot unconditional positive regard for each other and in complying the

Goal: It is the goal of South Central Head Start Policy Council and the College of

Southern Idaho Board of Trustees to resolve any differences fairly and through discussion, compromise and consensus. If the parties agree a

Executive Leadership: The College of Southern Idaho Board of Trustees or their designee; the Head Start Policy Council Chairperson or designee; the Dean of Finance or designee; and the Head Start Director.

Notification of disagreement: It shall be the responsibility of the Governing Board and the South Central Head Start Policy Council as authorized by their respective groups to give adequate notice, in writing, or e-mail, to each member of the Executive Leadership, that a disagreement exists.

Resolution Procedure: Following notification to the Board of Trustees or designee and to the representative from the Head Start Policy Council, that a disagreement exists a representative selected from each of the disagreeing parties shall meet to discuss the concerns or dispute. This should be an informal attempt to achieve conciliation, compromise and settlement. The Dean of Finance and the Head Start Director may also attend the meeting, and act as resource persons. The meeting day and time should be convenient for all individuals. If agreement is reached, the representative will return to their policy groups with the proposed solution. Failure to reach agreement may result in a decision by the representatives to mutually select an outside mediator to assist in facilitation or mediation. The mediation process should take place and solution reached within 30 days and a

agree to abide by the final decision.

Statement of Commitment: Every good faith effort will be made to amicably resolve any differences that may occur.

Board of Trustees or Designee

Date

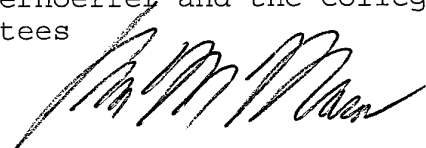
Board of Trustees or Designee

Date



July 13, 2000

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

From: Mike Mason 

Re: Trustee Election

The Trustee positions held by Bill Babcock and Donna Brizee are up for election this year. The following is general information concerning the election:

1. Due to the election consolidation law, our election will be held on the first Tuesday after the first Monday in November (November 7th) in conjunction with the general election.
2. Petitions for candidates must be turned in to me by 5:00 p.m. ~~Friday, September 1, 2000~~
3. In accordance with Idaho Code 34-1405, advertising the notice of the deadline for filing a declaration of candidacy must be published in the local newspaper not more than 14 nor less than 7 days prior to the filing deadline.
4. The notice of election must be published the first time not less than 12 days prior to the election and the last publication must be not less than 5 days prior to the election. Bob Fort will handle this for us again this year.
5. The deadline for the declaration of write in candidates is 11 days prior to the election.

We will ask Bob Fort and Cheryl Watts (Twin Falls and Jerome County Clerks) to run our election for us again this year. They have been very cooperative and work to keep our costs as low as possible.

Based upon the above information, the schedule of events concerning the election is as follows:

August 16th and 23rd - Advertise Notice of Trustee Election and
Deadline for filing Trustee Nominating Petitions - Post
in County Courthouses

~~September 1 - Nominating Petitions due by 5:00 p.m.~~

October 13th - 5:00 P.M. Deadline for filing Declaration of
Intent for write in candidates

November 7th - Election

If you have any questions or concerns, please contact me at 208-
733-9554 ext 2203.

College of Southern Idaho
Trustee Election Calendar
Election Date - November 7, 2000

- August 9 Send advertisement in to newspapers
- August 16 & 23 Advertise Notice of Trustee Election and Deadline
for filing Trustee Nominating Petitions
- August 16 Send petitions to Bill Babcock and Donna Brizee
Post notices in Jerome and Twin Falls Courthouses
- ~~September 1 Nominating Petitions due by 5:00 p.m.~~
-
- September 4 Deliver nominating petitions to County Clerks.
- October 13 5:00 p.m. Deadline for filing Declaration of
Intent for write in candidates
- November 7 Election

Note 1: Advertisements will be in the Times News, Buhl Herald
and Northside News