



AGENDA

Board of Trustees
Jan Mittleder, Chair
Jared Stone

I. CALL TO ORDER

Chairwoman Mittleder
4:00PM/Taylor Building Room #276

Jack Nelsen
Anna Scholes
Scott McClure

II. APPROVAL OF MEETING AGENDA

Chairwoman Mittleder

III. MINUTES & BUSINESS REPORTS

Approval of Minutes

Jeff Harmon

May 18, 2020

June 9, 2020 (Special Session)

Approval of Treasurer's Report

Jeff Harmon

Approval of Head Start/Early Head Start Report

Ruby Allen

CSI Mission Statement:
To provide quality
educational, social,
cultural, economic, and
workforce development

IV. OPEN FORUM

Chairwoman Mittleder

opportunities that meet
the diverse needs of the
communities we serve.

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

1. FY 2021 Continuing Budget Resolution

Jeff Harmon

2. Buhl Head Start Center Purchase

Jeff Harmon

3. Head Start Central Office Purchase

Jeff Harmon

4. Office on Aging Nutrition Contract Vendor Selection

Jeff Harmon

Board Mission
Statement:

The mission of the Board



CALL TO ORDER - 1:00

[Redacted]

BOARD MEETING ATTENDEES:

Trustees:

- Jan Mittleider, Chairman
- Laird Stone, Vice Chairman
- Jack Nelson, Clerk

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- Anna Scholes, Trustee (Via ZOOM)
- Scott McClure, Trustee

College Administration:

- Dr. Dean Fisher, President

[Redacted]

OPEN FORUM: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

Action Items

1. The Board approved a continuing budget resolution to allow CSI to operate on the previous year's budget for July of 2020 on MOTION by Laird Stone. Affirmative vote was unanimous.

2. Vice President of Finance and Administration, Jeff Harmon requested permission from the Board to purchase the property located at 1206 Main Street in Buhl, Mo. for \$295,000.

miscellaneous negotiated closing costs. The building will serve as the Head Start in Buhl Center and will be funded from dedicated Head Start Duration Grant carryover funds. The Board approved the purchase of the property located at 1206 Main Street in Buhl, Mo. for

Affirmative vote was unanimous.

ADJOURNMENT DECLARED: 5:25 p.m.



Jeffrey M. Harmon, Secretary Treasurer

J Littleider, Chairman

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General Fund Board Report

As of May 31, 2020

	Prior Year	Current Year	Budget	Variance	Variance %
Revenue					
Tuition & Fees	(\$11,436,665)	(\$11,928,628)	(\$11,750,000)	\$178,628	(1.52)%
County Tuition	(\$1,905,600)	(\$1,888,475)	(\$1,910,000)	(\$21,525)	1.13%
State Funds	(\$21,774,000)	(\$21,483,234)	(\$22,013,000)	(\$529,766)	2.41%
County Property Tax	(\$5,082,368)	(\$5,311,956)	(\$7,883,000)	(\$2,571,044)	32.62%
Grant Management Fees	(\$503,041)	(\$482,806)	(\$520,000)	(\$37,194)	7.15%
Other	(\$492,575)	(\$436,175)	(\$460,000)	(\$23,825)	5.18%
Unallocated Tuition	(\$1,245,114)	(\$1,428,434)	\$0	\$1,428,434	-
Departmental Revenues	\$871,972	\$753,379	\$797,000	\$43,621	5.47%
Total Revenue	(\$43,311,335)	(\$43,713,088)	(\$45,333,000)	(\$1,619,912)	3.57%



College of Southern Idaho
Head Start/Early Head Start



COLLEGE OF
SOUTHERN IDAHO

Program Summary for May 2020

Enrollment

Head Start ACF Federal Funded	457
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Early Head Start	92
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Total	561
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Program Options

Center Based (DD/DV) Early Head Start Home Based Early Head Start Toddler Center

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE OF BUDGET	REMAINING BUDGET %
SALARIES	\$ 865,879.00	\$ 45,599.83	\$ 233,396.88	\$ 632,482.12	73.0%
BENEFITS	\$ 471,404.00	\$ 24,598.14	\$ 121,135.96	\$ 350,268.04	74.3%
EQUIPMENT		\$ -	\$ -	\$ -	
CONTRACTUAL	\$ 50,100.00	\$ 100.00	\$ 11,000.00	\$ 49,900.00	99.8%
GRAND TOTAL					
IN KIND NEEDED					
IN KIND GENERATED					
IN KIND (SHORT)/LONG					

EARLY HEAD START T/TA

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	REMAINING BUDGET %
OUT OF AREA TRAVEL	\$ 16,176.00	\$ -	\$ 2,334.91	\$ 13,841.09	85.6%
SUPPLIES	\$ 1,428.00	\$ -	\$ 171.99	\$ 1,256.01	88.0%
OTHER	\$ 11,323.00	\$ 173.78	\$ 3,729.49	\$ 7,593.51	67.1%
GRAND TOTAL	\$ 28,927.00	\$ 173.78	\$ 6,236.39	\$ 22,690.61	78.4%
IN KIND NEEDED	\$ 7,232.00				
IN KIND GENERATED	\$ 1,400.00				
IN KIND (SHORT)/LONG	\$ (5,832.00)				

June 15, 2020

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

From: Jeffrey M. Harmon 

Re: Continuing Budget Resolution

Each year we ask the Board for a continuing budget resolution to allow us to operate on the previous year's budget for July of the next fiscal year. While much of the budget work has to be completed prior to issuing salary contracts in May, there are still several outstanding issues that preclude us from getting an accurate budget. The primary issues are listed below:

[REDACTED]

June 15, 2020

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

From: Jeffrey M. Harmon



Re: Purchase of Head Start Central Office

The College of Southern Idaho Head Start Central Office currently occupies a converted

[REDACTED]

June 15, 2020

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

From: Jeffrey M. Harmon *JM*

Re: Nutrition Contract Vendor Selection

[REDACTED]

[REDACTED]

We advertised for the services of qualified vendors to provide congregate and home delivered meals to qualified clients. The program is part of our College of Southern Idaho Office

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

on Aging which administers funds provided by the Idaho Commission on Aging.

The proposed contract will provide meals to seniors who fall within the service area of local senior centers. We received 16 notices of qualifications from various senior centers

From: Jeffrey M. Harmon

Re: Trustee Election

The Trustee positions held by Laird Stone (Zone #2), Jack Nelsen (Zone #3) and Jan Mittleider (Zone #4) are up for election this year. The following is general information concerning the election:

1. Our election will be held on the first Tuesday after the first Monday in November

(November 3, 2020) in conjunction with the general election. (*§34-1101, Idaho Code*)

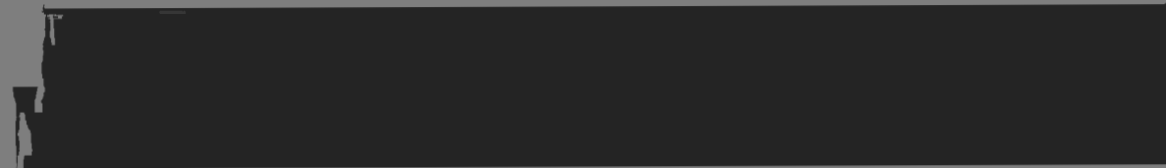
College of Southern Idaho

Trustee Election Calendar

2020

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

September 1, 2020 Nonpartisan Candidate Filing Deadline: Petitions must be filed by 5 p.m. with the clerk of the political subdivision to nominate political subdivision



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If you have questions, please contact me at 208-732-6210.

Notice of Regular Meetings 2020-21