

**AGENDA**

Board of Trustees      **I.      CALL TO ORDER**      **Chairwoman Mittleder**

[REDACTED]

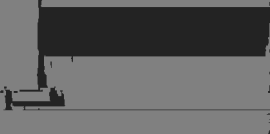
Laird Stone  
Jack Nelsen  
Anna Scholes      **II.      RECESS TO EXECUTIVE SESSION**      **Chairwoman Mittleder**  
*Motion to convene in Executive Session*

[REDACTED]

## AGENDA

### Board of Trustees

Jan Mittleider, Chair



Laird Stone  
Jack Nelsen  
Anna Scholes  
Scott McClure

### I. CALL TO ORDER

Chairwoman Mittleider

2:00p.m. /President's Board Room

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

### 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



**CALL TO ORDER:** 2:01p.m.

**EXECUTIVE SESSION:** 2:01p.m.

**EXECUTIVE SESSION ATTENDEES:**

Trustees:

- Jan Mittleider, Chairman
- Laird Stone, Vice Chairman
- Jack Nelsen, Clerk
- Scott McClure, Trustee
- Anna Scholes, Trustee



Aye

Jeff Harmon, Vice President of Finance and Administration

Chris Bragg, Dean of Institutional Effectiveness/ALO

Aye

Pursuant to Idaho Code § 77-206 the Board agreed to convene in Executive Session to Consider:

- ◆ Consider personnel matters

**APPROVAL OF AGENDA:** The agenda was approved on MOTION by Trustee Jack Nelsen. Affirmative vote was unanimous.

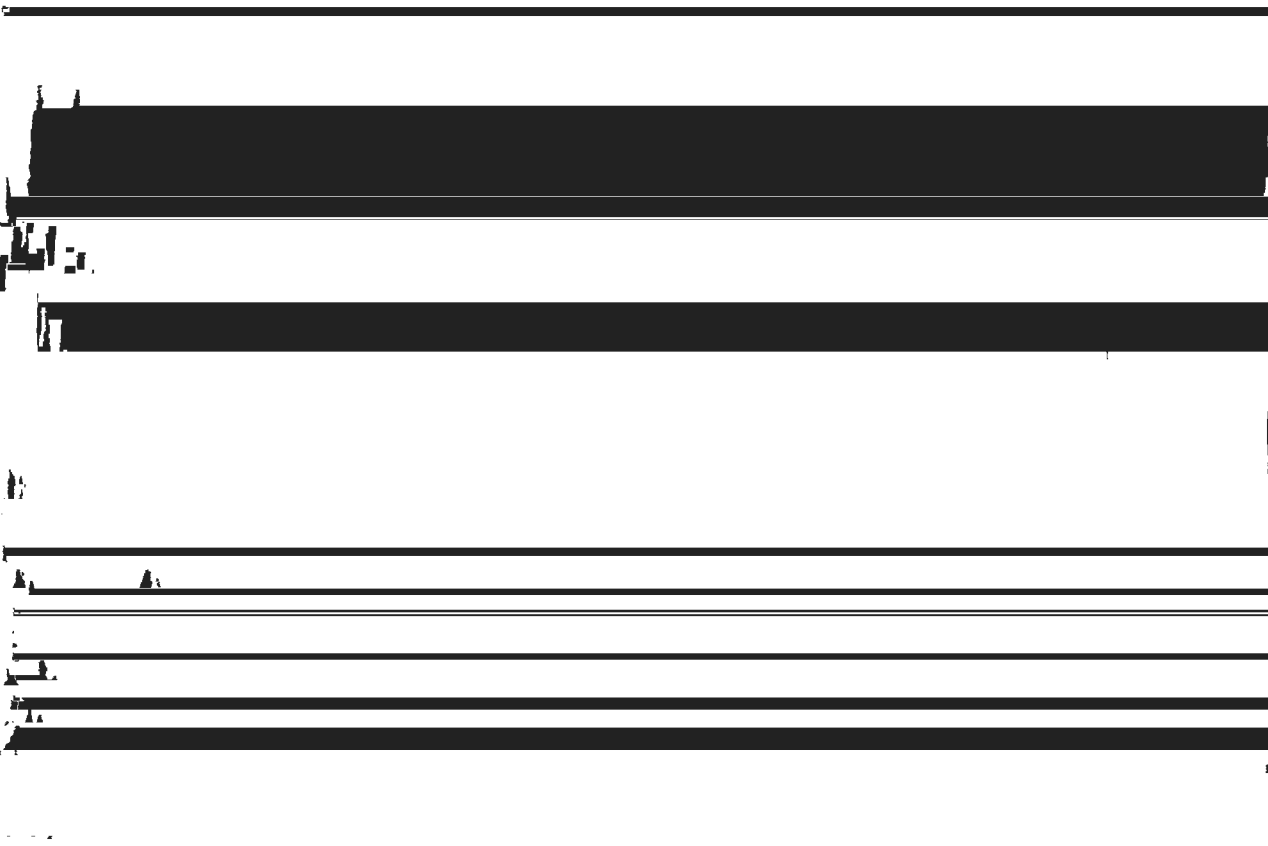
**BOARD MINUTES:** The following Board of Trustee meeting minutes were accepted as written on

MOTION by Trustee Jack Nelsen.

June 15, 2020 – Regular Meeting  
July 2, 2020 – Executive Session

**TREASURER’S REPORT:** The Treasurer’s report was accepted on MOTION by Trustee Laird Stone. Affirmative vote was unanimous.

**HEAD START EARLY HEAD START REPORT:** Abby Greenfield, Family Services Community Involvement Coordinator and Jeff Harmon, Vice President of Finance and Administration gave the report on the following: Head Start/Early Head Start monthly fiscal and operational reports, COVID-19 Protocol, and the COVID-19 Contingency Plan. The Board approved the Head Start/Early Head Start monthly fiscal and operational reports, COVID-19 Protocol, and the COVID-



19 Contingency Plan on MOTION by Chairwoman Jan Mittleider. Affirmative vote was unanimous.

**OPEN FORUM:** None

3. Jeff Harmon, Vice President of Administration and Finance presented information regarding the Coronavirus Aid, Relief, and Economic Security (CARES) Fund money. He reported on allowable purchases and how CSI will use the funds.

## PRESIDENT'S REPORT

### 1. Highlights:

- Idaho will not pursue a ninth Institution.
- Cybersecurity Initiative



Jeffrey M. Harmon, Secretary Treasurer

Approved: August 17, 2020

Jan Littleider, Chairman



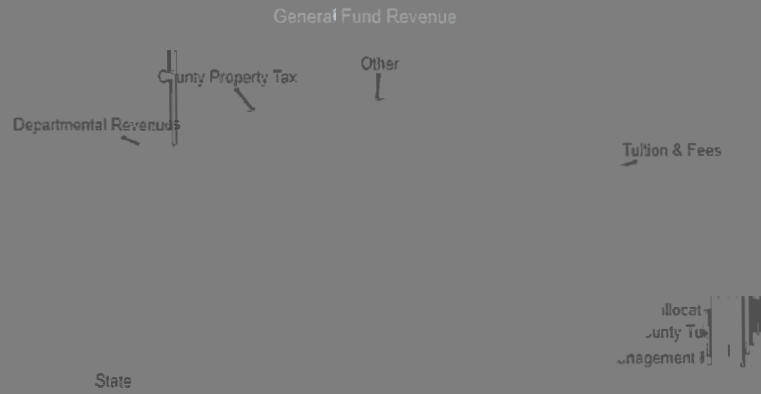
SOUTHERN IDAHO

General Fund Board Report

	Prior Year	Current Year	Budget	Remaining	Remaining %
<b>Revenue</b>					
Tuition & Fees	(\$11,396,087)	(\$13,038,439)	(\$11,750,000)	\$1,288,439	(10.97)%
County Tuition	(\$1,887,881)	(\$1,881,501)	(\$1,910,000)	(\$28,499)	1.49%
State Funds	(\$21,824,000)	(\$21,602,788)	(\$22,013,000)	(\$410,212)	1.86%
County Property Tax	(\$7,507,000)	(\$5,510,755)	(\$7,000,000)	(\$6,000,000)	22.00%

Revenue Received

91%



GENERAL FUND REVENUE SUMMARY

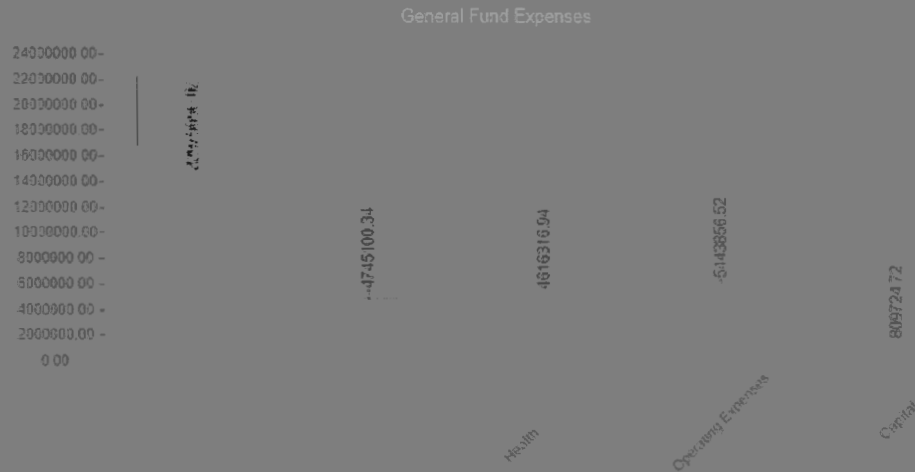
TOTAL ANNUAL BUDGET  
**\$45,333,000**

TOTAL ANNUAL REVENUE  
**\$43,853,565**

TOTAL REMAINING  
**\$1,479,435**

Budget Spent

9%



GENERAL FUND

TOTAL YEARLY BUDGET  
**\$45,333,000**

TOTAL YTD EXPENSES  
**\$43,620,000**

TOTAL AVAILABLE  
**\$1,712,400**







College of Southern Idaho  
Head Start/Early Head Start



COLLEGE OF  
SOUTHERN IDAHO

Program Summary for June 2020

Reported at July Board Meeting

**Enrollment**

Head Start ACF Federal Funded 457

Early Head Start 92

**Total 561**

**Program Options**

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

**Head Start Attendance** \* Out for Summer

May Head Start Overall Attendance

May Head Start Self Transport Attendance

May EHS Toddler Combo Attendance \* Home Visits Only

May IEP/IFSP Totals 9%

May Over Income Enrollment 3%

**Meals and Snacks**

Total meals served for May 0

Total snacks served for May 0

**Program Notes**

Administration for Children and Families conducted a follow-up review on May 25, 2020 regarding the Active Supervision Area of Noncompliance in November 2019. Based on the information gathered









Resolution No. 2020-001

A RESOLUTION OF THE COLLEGE OF SOUTHERN IDAHO BOARD OF TRUSTEES, DECLARING THE INTENT

[REDACTED]

J Middleider, Chai

✓ ATTEST

[Handwritten signature]

Jack Nelsen, Clerk

**BOARD OF TRUSTEES  
COLLEGE OF SOUTHERN IDAHO  
COMMUNITY COLLEGE DISTRICT**

**GENERAL FUND BUDGET  
FISCAL YEAR ENDING JUNE 30, 2021**

APPROVED:

  
\_\_\_\_\_  
**Jan Mittleider, Chairman, Board of Trustees**

ATTEST:

I HEREBY CERTIFY THAT THE ATTACHED IS THE BUDGET APPROVED  
BY THE COLLEGE OF SOUTHERN IDAHO BOARD OF TRUSTEES ON  
July 20, 2020

  
\_\_\_\_\_  
**Jeffrey M. Harmon, Secretary/Treasurer**

COLLEGE OF SOUTHERN IDAHO  
 GENERAL FUND BUDGET  
 JULY 1, 2020 TO JUNE 30, 2021

	BUDGET	BUDGET	PERCENT	DOLLAR	PERCENT
<b>REVENUE</b>					
*****					
TUITION AND FEES	11,750,000	11,280,000	-4.00%	(470,000)	25.48%
COUNTY TUITION	1,910,000	1,883,000	-1.41%	(27,000)	4.25%
STATE APPROPRIATION-ACADEMIC	14,426,700	13,797,500	-4.36%	(629,200)	31.16%
STATE COLLABORATIVE CENTER	39,300	39,300	0.00%	0	0.09%
LIQUOR FUND REVENUE	200,000	200,000	0.00%	0	0.45%
<b>STATE APPROPRIATION CTE</b>	<b>7,217,000</b>	<b>6,820,100</b>	<b>-5.40%</b>	<b>(396,900)</b>	<b>15.11%</b>
<hr/>					
COUNTY PROPERTY TAXES	7,162,500	7,521,800	5.02%	359,300	16.99%
COUNTY PROPERTY TAXES FORGONE	0	1,127,500	100.00%	1,127,500	2.55%
<b>INVENTORY PURCHASE TAX</b>	<b>690,500</b>	<b>700,000</b>	<b>1.00%</b>	<b>9,500</b>	<b>1.60%</b>





COLLEGE OF SOUTHERN IDAHO  
 GENERAL FUND BUDGET  
 JULY 1, 2020 TO JUNE 30, 2021

	BUDGET FY20	BUDGET FY21	PERCENT CHANGE	DOLLAR CHANGE
<b>ADMINISTRATION</b>				
*****				
PERSONNEL	1,057,400	890,600	-15.77%	(166,800)
FRINGE BENEFITS	390,000	325,700	-16.49%	(64,300)
OPERATING EXPENSE	390,000	350,000	-10.26%	(40,000)
CAPITAL OUTLAY	-	-	0.00%	0
<b>TOTALS</b>	<b>1,837,400</b>	<b>1,566,300</b>	<b>-14.75%</b>	<b>(271,100)</b>

**MARKETING**

*****				
PERSONNEL	173,600	168,900	-2.71%	(4,700)
FRINGE BENEFITS	79,000	78,600	-0.51%	(400)
OPERATING EXPENSE	140,000	215,000	53.57%	75,000

**HUMAN RESOURCES**

*****				
PERSONNEL	219,000	222,200	1.46%	3,200
FRINGE BENEFITS	88,000	89,900	2.16%	1,900
OPERATING EXPENSE	40,000	30,000	-25.00%	(10,000)
CAPITAL OUTLAY	-	-	0.00%	0
<b>TOTALS</b>	<b>347,000</b>	<b>342,100</b>	<b>-1.41%</b>	<b>(4,900)</b>

	BUDGET FY20	BUDGET FY21	PERCENT CHANGE	DOLLAR CHANGE
<b>LIBRARY</b>				
*****				
REVENUES	(1,000)	-	-100.00%	1,000
PERSONNEL	171,000	172,600	0.98%	1,600
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**STUDENT SERVICES**

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REVENUES	(125,000)	(100,000)	-20.00%	25,000
PERSONNEL	1,876,000	1,782,500	-4.98%	(93,500)
FRINGE BENEFITS	883,000	877,800	-0.59%	(5,200)
OPERATING EXPENSE	400,000	350,000	-12.50%	(50,000)
CAPITAL OUTLAY	-	-	0.00%	0
TOTALS	3,034,000	2,910,300	-4.08%	(123,700)

	BUDGET FY20	BUDGET FY21	PERCENT CHANGE	DOLLAR CHANGE
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**COMMUNITY EDUCATION**

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REVENUES	(391,000)	(300,000)	-23.27%	91,000
PERSONNEL	127,000	137,200	8.03%	10,200
FRINGE BENEFITS	48,000	40,700	-15.21%	(7,300)
OPERATING EXPENSE	316,000	222,100	-29.72%	(93,900)
CAPITAL OUTLAY	-	-	0.00%	0
TOTALS	100,000	100,000	0.00%	0

	BUDGET FY20	BUDGET FY21	PERCENT CHANGE	DOLLAR CHANGE
<b>INFORMATION TECHNOLOGY</b>				
REVENUES	(25,000)		-100.00%	25,000
PERSONNEL	1,212,000	1,351,200	11.49%	139,200
FRINGE BENEFITS	528,000	561,100	6.27%	33,100
OPERATING EXPENSE	1,000,000	1,000,000	0.00%	0
CAPITAL OUTLAY	25,000	25,000	0.00%	0
SOFTWARE	500,000	1,309,500	161.90%	809,500
<b>TOTALS</b>	<b>3,240,000</b>	<b>4,246,800</b>	<b>31.07%</b>	<b>1,006,800</b>

**INSTITUTIONAL EFFECTIVENESS**

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PERSONNEL	356,000	355,200	-0.22%	(800)
FRINGE BENEFITS	159,000	152,900	-3.84%	(6,100)
OPERATING EXPENSE	68,000	45,800	-32.65%	(22,200)
<b>TOTALS</b>	<b>583,000</b>	<b>553,900</b>	<b>-4.99%</b>	<b>(29,100)</b>

**PHYSICAL PLANT & SECURITY**

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REVENUES	(100,000)	(100,000)	0.00%	0
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PERSONNEL	2,652,000	2,652,100	7.00%	(100,000)
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FRINGE BENEFITS	1,000,000	1,000,000	0.00%	0
OPERATING EXPENSE	1,000,000	1,000,000	0.00%	0
CAPITAL OUTLAY	1,000,000	1,000,000	0.00%	0
SOFTWARE	1,000,000	1,000,000	0.00%	0

	BUDGET	BUDGET	PERCENT	DOLLAR
INSTITUTIONAL SUPPORT				
*****				
GENERAL FUND				
TELEPHONE	80,000	80,000	0.00%	0
LEGAL & AUDIT	110,000	100,000	91.00%	(10,000)
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WELLNESS				
FOUNDATION SUPPORT	234,000	218,900	-6.45%	(15,100)
CONTINGENCY	150,000	150,000	0.00%	0
GENERAL FUND	<u>2,395,000</u>	<u>2,482,000</u>	<u>3.63%</u>	<u>102,100</u>
TRANSFERS				
PLANT FACILITY	1,033,000	1,351,000	30.78%	318,000
HERRETT MUSEUM	400,000	380,000	-5.00%	(20,000)
SMALL BUSINESS CENTER	63,000	63,000	0.00%	0
PACE	10,000	10,000	0.00%	0
HEADSTART	62,000	57,700	-6.94%	(4,300)
WORKFORCE TRAINING	56,000	-	-100.00%	(56,000)
AG ENDOWMENT	20,000	20,000	0.00%	0
ATHLETICS	1,915,000	1,759,100	-8.14%	(155,900)
SENIOR PROGRAM SUPPORT	35,000	33,000	-5.71%	(2,000)
TRANSFERS	<u>3,704,000</u>	<u>3,776,100</u>	<u>1.95%</u>	<u>72,100</u>
TOTALS	<u>6,099,000</u>	<u>6,258,100</u>	<u>2.61%</u>	<u>174,200</u>

