

AGENDA

Board of Trustees
Laird Stone, Chair
Jan Mittleider

I. CALL TO ORDER

Chairman Stone
3:00 p.m./President’s Board Room

[REDACTED]

Scott McClure
Joshua Kern

Motion to convene in Executive Session

III. RECONVENE REGULAR MEETING

Chairman Stone
4:00 p.m./Taylor Bldg Room 276

[REDACTED]

Board of Trustees

Laird Stone, Chairman
Anna Scholes
Jan Mittleider
Scott McClure
Joshua Kern

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

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

◆ Deliberate regarding an acquisition of interest in real property:



CSI Mission Statement:

To provide quality
educational, social,
cultural, economic and

workforce development

opportunities that meet

the diverse needs of the

communities we serve.

workforce development

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II. ADJOURNMENT

Chairman Stone

CALL TO ORDER: 3:00 p.m.

EXECUTIVE SESSION: 3:01 p.m.

EXECUTIVE SESSION ATTENDEES:

Trustees:

Laird Stone, Chairman

Anna Scholes, Vice Chairwoman

Jan Mittlender, Trustee

Scott McClure, Trustee

Joshua Kern, Trustee

College Administration:

Dr. Dean Fisher, President

Jeff Harmon, Vice President of Finance and Administration

Anna Scholes

Anna

The Board returned to public session at 4:05 p.m.

BOARD MEETING ATTENDEES:

Trustees:

Laird Stone, Chairman
Anna Scholes, Vice Chairwoman
Jan Mittleider, Trustee

Scott McClure, Trustee
Joshua Kern, Trustee

College Administration:

Dr. Dean Fisher, President
Jeff Harmon, Vice President of Finance and Administration

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

UNFINISHED BUSINESS: None

NEW BUSINESS:


Action Items

1. The Board approved the Head Start/Early Head Start monthly financial report.

[REDACTED]

The Board approved the FY 2024 budget hearing as presented on MOTION by Trustee

Mitleni Affirmative vote was unanimous
[REDACTED]


Jeffrey Larson, Secretary Treasurer

Approved: August 21, 2023

David Stone, Chairman

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE OF BUDGET	REMAINING BUDGET %
SALARIES	\$ 3,841,074.00	\$ 785,736.12	\$ 1,588,745.81	\$ 2,252,778.10	59.70%
RENTS	\$ 1,087,546.00	\$ 153,371.28	\$ 817,845.82	\$ 1,174,700.17	50.10%
EQUIPMENT	\$ -	\$ -	\$ -	\$ -	
CONTRACTUAL	\$ 22,500.00	\$ 629.00	\$ 7,386.73	\$ 15,113.27	67.2%

HEAD START T/TA

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	REMAINING BUDGET %
OUT OF AREA TRAVEL	\$ 49,000.00	\$ 512.88	\$ 24,768.99	\$ 24,231.01	49.5%
SUPPLIES	\$ 5,324.00	\$ 120.05	\$ 271.09	\$ 5,052.91	94.9%
OTHER	\$ 12,250.00	\$ -	\$ 10,871.93	\$ 1,378.07	11.2%
GRAND TOTAL	\$ 66,574.00	\$ 632.93	\$ 35,912.01	\$ 30,661.99	46.1%

January 1, 2023-December 31, 2023

COLLEGE OF SOUTHERN IDAHO

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE OF BUDGET	REMAINING BUDGET %
SALARIES	\$ 952,868.00	\$ 81,315.38	\$ 337,776.29	\$ 615,091.71	64.6%
BENEFITS	\$ 451,648.00	\$ 42,480.54	\$ 165,809.89	\$ 285,838.11	63.3%
EQUIPMENT	\$	\$ -	\$ -	\$	
CONTRACTUAL	\$ 53,000.00	\$ 2,958.58	\$ 10,317.68	\$ 42,682.32	80.5%
SUPPLIES	\$ 38,539.00	\$ 1,481.45	\$ 7,909.51	\$ 30,629.49	79.5%
FACILITIES/CONST.		\$ -	\$ -	\$ -	
OTHER	\$ 157,609.00	\$ 24,448.13	\$ 37,695.11	\$ 119,913.89	76.1%
TOTAL DIRECT COSTS	\$ 1,653,664.00	\$ 152,684.08	\$ 559,508.48	\$ 1,094,155.52	66.2%
ADMIN COSTS (9.0%)	\$ 126,406.00	\$ 10,546.61	\$ 45,322.76	\$ 81,083.24	64.1%
GRAND TOTAL	\$ 1,780,070.00	\$ 163,230.69	\$ 604,831.24	\$ 1,175,238.76	66.0%
IN KIND NEEDED	\$ 452,250.00				

EARLY HEAD START T/TA

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE OF BUDGET	REMAINING BUDGET %

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


**GENERAL FUND BUDGET
FISCAL YEAR ENDING JUNE 30, 2024**

APPROVED:

L. Irstone, 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
June 20, 2023
July 17, 2023


effr M. Harmon, Secretary/Treasurer

GENERAL FUND BUDGET

	BUDGET FY23	BUDGET FY24	PERCENT CHANGE	DOLLAR CHANGE	PERCENT OF BUDGET
GENERAL FUND REVENUE					
TUITION AND FEES	12,192,000	14,400,000	18.11%	2,208,000	25.94%
COUNTY TUITION	1,972,600	2,400,000	21.67%	427,400	4.32%
STATE APPROPRIATION-ACADEMIC	17,146,200	18,468,500	7.71%	1,322,300	33.27%
STATE COLLABORATIVE CENTER	39,300	39,300	0.00%	0	0.07%
LIQUOR FUND REVENUE	200,000	200,000	0.00%	0	0.36%
STATE APPROPRIATION-CTE	7,872,900	8,251,800	4.81%	378,900	14.87%
TOTALS					
	50,550,000	55,510,000	9.81%	4,960,000	100.00%

COLLEGE OF SOUTHERN IDAHO
 GENERAL FUND BUDGET
 JULY 1, 2023 TO JUNE 30, 2024

	BUDGET FY23	BUDGET FY24	PERCENT CHANGE	DOLLAR CHANGE	PERCENT OF BUDGET
EXPENDITURES					

ADMINISTRATION	1,817,300	2,030,000	11.70%	212,700	3.66%
MARKETING	631,900	820,800	29.89%	188,900	1.48%
HUMAN RESOURCES	411,900	434,600	5.51%	22,700	0.78%
LIBRARY	628,700	642,500	2.20%	13,800	1.16%
ENROLLMENT SERVICES	6,400,500	6,930,100	8.41%	529,600	12.50%
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INSTITUTIONAL EFFECTIVENESS	656,400	692,000	5.42%	35,600	1.25%
TOTALS	50,550,000	55,510,000	9.81%	4,960,000	100.00%

COLLEGE OF SOUTHERN IDAHO
 GENERAL FUND BUDGET
 JULY 1, 2023 TO JUNE 30, 2024

	BUDGET FY23	BUDGET FY24	PERCENT CHANGE	DOLLAR CHANGE
ADMINISTRATION				

PERSONNEL	1,059,600	1,176,000	10.99%	116,400
FRINGE BENEFITS	407,700	429,000	5.22%	21,300
OPERATING EXPENSE	350,000	425,000	21.43%	75,000
CAPITAL OUTLAY	-	-	0.00%	0
TOTALS	1,817,300	2,030,000	11.70%	212,700

MARKETING				

PERSONNEL	239,200	246,300	2.97%	7,100
FRINGE BENEFITS	112,700	94,500	-16.15%	(18,200)
OPERATING EXPENSE	280,000	480,000	71.43%	200,000
CAPITAL OUTLAY	-	-	0.00%	0
TOTALS	631,900	820,800	29.89%	188,900

HUMAN RESOURCES				

PERSONNEL	272,600	293,700	7.74%	21,100
FRINGE BENEFITS	104,300	105,900	1.53%	1,600
OPERATING EXPENSE	35,000	35,000	0.00%	0
CAPITAL OUTLAY	-	-	0.00%	0
TOTALS	411,900	434,600	5.51%	22,700

	BUDGET	BUDGET	PERCENT	DOLLAR
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LIBRARY

PERSONNEL

	4,067,700	4,577,300	12.53%	509,600
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ENROLLMENT SERVICES

PERSONNEL

	4,067,700	4,577,300	12.53%	509,600
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PERSONNEL

	1,615,600	1,615,600	0.84%	0.000
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CAPITAL OUTLAY

	BUDGET FY23	BUDGET FY24	PERCENT CHANGE	DOLLAR CHANGE
INFORMATION TECHNOLOGY				

PERSONNEL	1,619,200	1,864,500	15.15%	245,300
FRINGE BENEFITS	635,700	702,400	10.49%	66,700
OPERATING EXPENSE	1,000,000	1,396,000	39.60%	396,000
CAPITAL OUTLAY	25,000		-100.00%	(25,000)
SOFTWARE	1,309,500	3,540,000	170.33%	2,230,500
TOTALS	4,589,400	7,502,900	63.48%	2,913,500

	BUDGET FY23	BUDGET FY24	PERCENT CHANGE	DOLLAR CHANGE
INSTITUTIONAL EFFECTIVENESS				
PERSONNEL	417,600	442,400	5.94%	24,800
FRINGE BENEFITS	163,700	174,000	6.29%	10,300
OPERATING EXPENSE	75,100	75,600	0.67%	500
CAPITAL OUTLAY	0	0	0.00%	0
TOTALS	656,400	692,000	5.42%	35,600

	BUDGET FY23	BUDGET FY24	PERCENT CHANGE	DOLLAR CHANGE
PHYSICAL PLANT & SECURITY				
REVENUES	(50,000)	(50,000)	0.00%	0
PERSONNEL	2,928,000	3,067,400	4.76%	139,400
FRINGE BENEFITS	1,511,000	1,515,000	0.26%	4,000
OPERATING EXPENSE	1,416,000	1,470,600	3.86%	54,600
CAPITAL OUTLAY	325,000	400,000	23.08%	75,000
TOTALS	6,130,000	6,403,000	4.45%	273,000

COLLEGE OF SOUTHERN IDAHO
 GENERAL FUND BUDGET
 JULY 1, 2023 TO JUNE 30, 2024

	BUDGET FY23	BUDGET FY24	PERCENT CHANGE	DOLLAR CHANGE
INSTITUTIONAL SUPPORT				

TELEPHONE	80,000	85,000	6.25%	5,000
LEGAL & AUDIT	200,000	250,000	25.00%	50,000
UTILITIES	1,146,700	1,319,000	15.03%	172,300
[REDACTED]				
[REDACTED]				
[REDACTED]				
WELLNESS				
FOUNDATION SUPPORT	275,000	289,000	5.09%	14,000
CONTINGENCY	325,000	325,000	0.00%	0
GENERAL FUND	2,800,700	3,085,000	10.15%	284,300
PLANT FACILITY	1,750,000	1,630,000	-6.86%	(120,000)
[REDACTED]				
[REDACTED]				
PACE				
[REDACTED]				
HEADSTART				
[REDACTED]				
AG-ENDOWMENT				
ATHLETICS	2,030,000	2,107,000	3.79%	77,000
COLLEGE AND CAREER READINESS	112,000	112,000	0.00%	0
[REDACTED]				

COLLEGE OF SOUTHERN IDAHO
 GENERAL FUND BUDGET

REVENUES	(50,000)	(50,000)	0.00%	0
PERSONNEL	9,646,500	9,887,500	2.50%	241,000
FRINGE BENEFITS	3,631,400	3,538,800	-2.55%	(92,600)
OPERATING EXPENSE	669,700	670,000	0.04%	300
CAPITAL OUTLAY				
TOTALS	13,897,600	14,046,300	1.07%	148,700

CAREER TECHNICAL INSTRUCTION

PERSONNEL	4,549,400	4,808,300	5.69%	258,900
FRINGE BENEFITS	1,846,500	1,878,800	1.75%	32,300
OPERATING EXPENSE	1,477,000	1,564,700	5.94%	87,700
CAPITAL OUTLAY	-	-	0.00%	0
TOTALS	7,872,900	8,251,800	4.81%	378,900

COLLEGE OF SOUTHERN IDAHO
 GENERAL FUND BUDGET
 JULY 1, 2023 TO JUNE 30, 2024

	BUDGET FY23	BUDGET FY24	PERCENT CHANGE	DOLLAR CHANGE	PERCENT OF BUDGET
REVENUES					
GENERAL FUND REVENUE	(50,550,000)	(55,510,000)	9.81%	(4,960,000)	99.82%
	(50,650,000)	(55,610,000)	9.79%	(4,960,000)	100.00%
EXPENDITURES					
PERSONNEL	25,099,900	26,680,500	6.30%	1,580,600	47.98%
FRINGE BENEFITS	10,153,800	10,179,400	0.25%	25,600	18.30%
OPERATING EXPENSE	6,223,400	7,063,100	13.49%	839,700	12.70%
CAPITAL OUTLAY	350,000	400,000	14.29%	50,000	0.72%



COLLEGE OF
SOUTHERN IDAHO

Employee Personnel Manual

Approved by the Board of Trustees

July 17, 2023

Adopted by the College of Southern Idaho Board of Trustees:

[Handwritten signature]

Chair

7-7-3

Date

Board Member

Board Member

Attest
Clerk