

COLLEGE OF SOUTHERN IDAHO JUNIOR COLLEGE DISTRICT  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
FEBRUARY 19, 1968

CALL TO ORDER

The regular meeting for February 1968, of the Board of Trustees of the College of Southern Idaho Junior College District was called to order at 8:00 PM by Vice-Chairman John Garrabrandt in the new executive office of the Administrative Office of the College.

Those in attendance were: Trustees John Garrabrandt, Robert Blastock, Jr., John Coleman and James Shields; Dr. James Taylor, Attorney Robert Alexander and Secretary-Treasurer Herb Van Slyke. Trustee Eldon Evans was absent because of illness.

Clifford Darrington of Declo, Ex officio Board Member from Cassia County, was the only visitor of the evening.

MINUTES OF JANUARY 15 and FEBRUARY 6 APPROVED

The minutes of the regular meeting of January 15, 1968, and a special joint session with the Housing Commission on February 6, were approved as presented.

CIVIC AUDITORIUM PROGRESS

A January 31, 1968, report from this Committee indicates collections, in the final phase of the campaign, now total \$87,864.00.

TREASURER'S REPORT

The January report of the Treasurer was reviewed with some discussion after which, upon MOTION by Mr. Coleman, seconded by Mr. Blastock, the Board of Trustees approved and accepted the report as submitted. (Copy of report included with these minutes.)

BILLS PAYABLE, FEBRUARY PAYROLLS

Upon MOTION by Mr. Blastock, seconded by Mr. Coleman, the Board of Trustees approved for payment of the following: Regular bills for January -- \$46,587.40, February payroll including work-study -- \$34,163.50 (net), (\$44,255.00 gross).

WELL-BEING OF TRUSTEE ELDON EVANS

Members of the Board were informed that Mr. Evans has been released from the hospital, is now at home and may engage in very limited activity; it is expected that his confinement may extend to as much as six or eight weeks from the time of his emergency trip to the hospital.

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PERSONNEL EMPLOYMENT, SALARY OR STATUS CHANGES

Dr. Taylor recommended the following:

Shirlene Brown - move from clerk-typist in the Business Office to supervisor of the Book Store at a salary of \$275.00 per month effective February 1, 1968.

Priscilla Robinson, Library clerk-typist, part-time to full time at a salary of \$225.00 per month effective March 1, 1968.

Employment of Personnel:

Ross Randle, \$550.00 per month, MDTA  
Ivan Stone, Blue Print Reading, \$180.00  
Harry Gault, Ag Chemical, \$180.00  
Vance Smith, Ag Fertilizers, \$180.00  
Gerald Hobson, Basic Elect., \$150.00  
Hal Ross, Basic Elect. Math, \$150.00  
Bill Matlock, Farm Welding, \$300.00  
Nelida Ronk, Tailoring, \$450.00  
Hershel Boydston, Artificial Insem., \$300.00  
Feed Lot Mgmt., \$180.00  
Credit Mgmt., \$180.00  
Thomas Henscheid, Chem. Lab. Assist., \$350.00

Upon MOTION BY Mr. Shields, seconded by Mr. Coleman, the Board of Trustees approved the foregoing recommendations by Dr. Taylor relative to personnel.

POLICY ON USE OF CSI PHYSICAL PLANT

Policies relative to the use of the physical facilities of the College have been discussed on previous occasions, and the suggestion made that a set of written policies be developed. Dr. Taylor, therefore, submitted a draft of such, for Board review; other ideas advanced and comments made furnished material for finalizing these policies along with proposed fee schedules. (See tentative draft attached hereto.)

Upon MOTION by Mr. Coleman, seconded by Mr. Shields, the Board of Trustees authorized Dr. Taylor to finalize a written policy for the use of the physical plant, along with a proposed schedule of fees, for Board approval at a subsequent meeting.

FINE ARTS ADVISORY COMMITTEE

Upon recommendation by Dr. Taylor, and MOTION by Mr. Blastock, seconded by Mr. Coleman, the Board of Trustees appointed a Fine

WRITTEN POLICY ON THE USE OF THE PHYSICAL PLANT OF  
THE COLLEGE OF SOUTHERN IDAHO

The physical plant of the College of Southern Idaho is maintained, first of all, for the students that it serves. Community use of College property shall not be permitted to interfere with student use.

After the demands of student use have been met, community organizations, which definitely contribute to public welfare, will be served in the order in which they contribute to that welfare.

It will be clearly understood that no community organization will have access to College facilities for fund raising projects during which time, any fund raising activity is being sponsored by the College either on campus or off.

No College facility can be rented or used by any community organization for purposes that are in direct competition with local, private enterprise. This includes food services, fine arts building, health and physical education building and student union ballrooms.

Community organizations requesting the use of any part of the physical plant must make their request in writing several days prior to the date the facility will be needed. This written request must be transmitted to the person\* in charge of the facility to be used, properly signed by the individuals or individual making the request. The request is then processed, and if permission is granted, the activity is placed on the College Master Activity Calendar.

Each person or committee that is in charge of a facility must submit in writing to the administration, a copy of rules or regulations concerning the actual use of that particular facility by any community organization. These rules must include cost for use.

\*Person in charge of a facility implies: Academic buildings, Dean; Vocational building, Director, Vocational School; Fine Arts building, President and Fine Arts Committee; Student Union, Student Union Manager.

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Arts Advisory Committee composed of Dr. Harry Brumbach and Mr. Jim Kinney of Twin Falls, Mrs. Jack Ramsey of Filer, Mrs. Jerry Callen of Jerome, and Mr. Bob McManaman of Buhl.

#### PROCEDURES FOR INVITATION TO BID, CONTRACT AWARDS, ETC.

Pursuant to the Board's recognition on November 21, 1967, of Section 33-601 Idaho Code as amended, which provides for public notice of intent to purchase items which in aggregate cost will exceed \$2,500.00, in order that bids may be invited, the Board of Trustees concluded that when time is the essence, publication should be initiated without delay and approval to purchase could be obtained by a phone polling of the members of the Board.

Under normal situations when ample time is available, publication of the notices may be initiated at any time by the Business Manager; the public opening of the bids may be scheduled for a time convenient for all concerned, which may include a subsequent meeting of the Board. Acceptance or rejection of bids, and awarding of the contracts to purchase, are both subject to decision by the Board.

#### PURCHASE OF BURROUGHS ACCOUNTING MACHINE AUTHORIZED

Pursuant to legal advertisement on December 12 and 19, 1967, inviting bids for furnishing the College with an alpha-numeric accounting machine, only a single bid was received by the specified date of December 20, 1967, a second being received on December 21st.

Bids received were: Burroughs Corporation, a rebuilt F-1500 Model	
Burroughs Sensimatic Accounting Machine	\$4,400.00
National Cash Register Co. (Received 12/21/67)	
a rebuilt NCR Model 33	\$4,749.00

Upon MOTION by Mr. Coleman, seconded by Mr. Blastock, the Board of Trustees adopted the following resolution:

#### RESOLUTION

WHEREAS it appears that the statutory requirements of Section 33-601 Idaho Code as amended, have been complied with; and,

WHEREAS it appears that in response to invitation to bid, the low bidder is the Burroughs Corporation;

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NOW THEREFORE be it resolved that the Board of Trustees of the College of Southern Idaho Junior College District does hereby accept the bid from the Burroughs Corporation and award the contract for purchase of the accounting machine as described in said corporation's bid proposal dated December 18, 1967, for a bid price of \$4,400.00 with delivery and detail as therein specified.

#### DORMITORY HOUSING COMMISSION - ASSIGNMENT AGREEMENT

By action of the Board of Trustees on February 6, 1968, Attorney Alexander was authorized to prepare an assignment of responsibilities to the Dormitory Housing Commission. He reported that an initial draft has been prepared and is in the hands of the Commission for its review. He also noted that it may be necessary to draw a new agreement between the Commission and the architects.

#### EMPHASIS ON "TEMPORARY TRANSFER OF FUNDS" - NOVEMBER 21, 1967 MINUTES

On page eight (8) of Minute Book IV, Minutes of the Board of Trustees meeting of November 21, 1967, reference is made to action of the Board recorded under "DORMITORY - Working Drawings Authorized" in which the use of interest earnings on Construction Account invested funds would pay architect fees incurred in behalf of the dormitory facility.

Attorney Alexander pointed out that such use of these funds could be only on a temporary basis, in the form of a loan" until such time as the Dormitory Housing Commission has funds of its own to pay these fees and can then repay the fees advanced by the CN Account.

The Board agreed that this was the intent and basis upon which these funds would be disbursed in behalf of the Housing Commission.

#### PRESIDENT TAYLOR'S REPORT

1. Dr. Taylor drew attention to the urgency in the early selection and purchase of the furniture, furnishings, and equipment for the new buildings now under construction on campus. He pointed out methods which could be utilized to accomplish this and recommended the use of the services of our architectural firm as the most desirable; the cost for these services would not exceed 8% of the total cost of the items purchased. A supplemental contract may be required

Upon MOTION by Mr. Shields, seconded by Mr. Blastock, the Board of Trustees of the College of Southern Idaho Junior College District gave authorization, effective immediately, for Jones-Fehlberg Associates

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(Cushing Terrell Associates), pursuant to Section 1.3 Additional Services, particularly paragraph 1.3.14 of the contract of December 19, 1966, between the College of Southern Idaho and Jones-Fehlberg Associates, to develop the specifications, color schemes, and other details preparatory to calling for bids for supplying the furniture, furnishings, and equipment for the new buildings now under construction on the College of Southern Idaho campus, exclusive of those items already covered under the prime contract; the cost of these additional services not to exceed 8% of the total cost of the items purchased.

2. Scholarships Granted: Mr. Perkins, Dean of Students, by letter of January 30, 1968, advised that the Scholarship Committee has recommended scholarships to four students for the Spring Semester of 1968. Dr. Taylor confirmed the recommendation.

Upon MOTION by Mr. Coleman, seconded by Mr. Blastock, the following resolution was adopted:

#### RESOLUTION

WHEREAS there has been established with the College of Southern Idaho a Scholarship Fund, the purpose for which is to provide scholarships, financial grants, and/or loans to worthy students of the College of Southern Idaho; and said scholarship fund is held in trust in the Twin Falls Bank & Trust Company, Twin Falls, Idaho, under the name of "The College of Southern Idaho Educational Trust"; and,

WHEREAS the Scholarship Committee of the College of Southern Idaho has reviewed the applications of:

Coral Dalos  
Wiley Godby

Rhonda Miracle  
Tom Ehrmantrant

and in its opinion finds these students deserving of the aforementioned scholarships;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the College of Southern Idaho, that the students hereinbefore named be granted scholarships in the amount of \$100.00 each, and that the Trust Officer of said Twin Falls Bank & Trust Co. be directed to release said funds and deduct the same from said educational trust fund.

ADOPTED THIS 19th day of February, 1968.

# College of Southern Idaho

## Junior College District

P. O. BOX 1238  
TWIN FALLS, IDAHO 83301

**TRUSTEES:**

Eldon V. Evans, *Chairman*  
John N. Garrabrandt, *Vice Chmn.*  
John R. Coleman, *Clerk*  
Robert S. Blastock, Jr.  
James H. Shields

**ADMINISTRATION:**

Dr. James L. Taylor, *President*  
Dr. Donald L. Keith, *Dean*  
Orval L. Bradley, *Director*  
Area Vocational School  
H. W. Van Slyke, *Secy.-Treas.*

January 30, 1968

College of Southern Idaho  
Board of Trustees  
Subject: Scholarship Applications

The Scholarship Committee would like to submit the following named students for one hundred (\$100) dollar scholarships from the College of Southern Idaho Trust Fund for the academic year of 1967-68.

Coral Dalos  
Wiley Godby

Rhonda Miracle  
Tom Ehrmantrant

The purpose of the trust is to provide scholarships, financial grants and/or loans to worthy College of Southern Idaho Students. In the opinion of the Scholarship Committee, the above named students are worthy of these scholarships.

In reference to paragraph eleven (11) of the Trust Agreement, it is understood that the power to name recipient beneficiaries under said trust, shall be reserved to the Board of Trustees of the College of Southern Idaho Junior College District.



David Perkins  
Dean of Students

DP/jh

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3. Communications: A note from Warren Barry of Volco Builders, accompanying a news item from the Burley newspaper was read with interest.

A letter from Dr. Dwight Baird, who was here for CSI second semester In-Service Workshop, expressed commendation of the progress of the College and appreciation for the hospitality and courtesies extended to him while he was here.

4. Lyceum Committee: The details of a recent meeting of the new Fine Arts Lyceum Committee were reviewed for the Board by Dr. Taylor. Of particular interest were proposals for a Grand Opening of the Fine Arts Facility sometime this fall; three items suggested for the four-evening event were: Art Show, Utah Symphony Orchestra, a vocalist, plus the usual open-house activities. The budget for this was estimated at \$5,000.00 to be absorbed by the sale of 1000 tickets at \$5.00 for the four evenings. The Board was in full harmony with the idea.

5. Parking Area at Vocational School: A parking area to supplement the existing space at the Vocational School, has been acquired from the property owners immediately adjacent east of the present occupied area and north of the railroad. The rental is \$135.00 per month -- \$35.00 to one owner and \$100.00 to the other. The Board found no objection to entering into a lease agreement for these properties for parking area.

6. Fred Wanzenreid property: Arrangements for the leasing of building and grounds from Mr. Wanzenreid, to house additional Vocational Education Programs, have been unsuccessful because of the cost of remodeling and the uncertainty of duration of need.

7. Harry Musgrave Property: Investigations are being conducted on the Musgrave property on Kimberly Road, formerly occupied by the Blue Ribbon Service. The tentative monthly rental is \$475.00 for approximately 6,000 square feet of floor space.

8. Travel Approval: Requests for prior approval for travel to attend national conferences were submitted for:

Mr. Denis Foote, Director of Music, to attend the National Conference of Music Educators in Seattle early in March. Estimated cost \$250.00.

Dr. Adele Thompson, Dean of Women, to attend the meeting of the National Association of Deans of Women April 3-7, Chicago. Estimated cost \$306.00.

(Both the above are to be paid from Student Association Funds.)



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Dr. James L. Taylor, President, to the American Association  
of Junior Colleges in Boston February 26 to March 1.

Upon MOTION by Mr. Blastock, seconded by Mr. Shields, the above travel requests were approved by the Board of Trustees.

APPROVAL OF AGREEMENT BETWEEN DORMITORY HOUSING COMMISSION  
AND FIRST SECURITY BANK:

Under date of February 6, 1968, the College of Southern Idaho Dormitory Housing Commission accepted the terms and conditions of an agreement dated February 1, 1968, by the First Security Bank of Idaho to act as fiscal agent in the sale of revenue bonds for the financing of the construction of a dormitory - student center complex for CSI.

A MOTION was made by Mr. Coleman, seconded by Mr. Blastock that the Board of Trustees of the College of Southern Idaho Junior College District approve the terms and conditions of said agreement hereinabove described, and the acceptance by the Dormitory Housing Commission. Being put to a vote, the motion carried without dissent. (Copy of Agreement attached hereto.)

ADJOURNMENT

No further business appearing, the meeting was declared adjourned at 9:55 P.M.

Secretary A. W. Van Slyke

Approval: 3/18/68

Chairman John R. Coleman



# First Security Bank of Idaho

NATIONAL ASSOCIATION

HEAD OFFICE

BOISE, IDAHO

February 1, 1968

Honorable Chairman and Junior College Housing Commission  
College of Southern Idaho Junior College District  
Twin Falls and Jerome Counties  
Twin Falls, Idaho

Gentlemen:

You have advised us that you contemplate the issuance of revenue bonds of the Junior College Housing Commission of the College of Southern Idaho Junior College District in the sum of \$1,500,000, more or less. Said bonds are to be issued for the purpose of constructing and equipping a dormitory and student union facilities, and you have indicated that you would like us to assist you in a financial capacity in the matter of sale and issuance of said bonds.

It is hereby agreed that we are employed by you to act as your fiscal agents, to assist in setting up any financing that may be undertaken in connection with the above improvements, and in this capacity, our services, among others, will include the following:

1. A financial study of the situation and recommendations as to the procedure that could, in our opinion, best be followed by the Commission, which will include recommendations and schedules covering fees, rentals and other charges to be set up to pay for the bonds, the lien on income and revenue derived from the above fees, rentals and charges and all other necessary financial and related provisions which will form a background of security for the bonds, so as to result in the lowest possible rate of interest.
2. We will confer with the bond attorneys and the attorney general of the State of Idaho with regard to the financial provisions which the bond resolution will contain.
3. We will prepare a prospectus setting forth the financial and other information concerning the proposed issue and the college, which will be mailed to a list of approximately 400 bond dealers and underwriters that we feel will be interested in submitting bids for the bonds.
4. We will arrange for the proper advertising of the issue in financial publications and obtain the maximum amount of publicity through our contacts in the financial centers of the country. We will arrange and pay for the printing of suitable bonds to be ready for execution at the proper time.
5. You are to employ a firm of recognized bond attorneys, mutually agreeable to the parties hereto, to collaborate with the attorney general and other officials, and to issue their final approving opinion as to legality of the bonds.
6. We will be pleased to offer the services of our Trust Division, at the prevailing fee schedule, as a recognized bond paying agent and trustee, located in a Federal Reserve City.
7. We will have an experienced bond man at the public bond sale to aid the commission in the determination of the best bid and various other matters

MEMBER FIRST SECURITY CORPORATION SYSTEM  
LARGEST INTERMOUNTAIN BANKING ORGANIZATION

pertaining to the sale of the bonds.

8. We will handle on behalf of the commission the delivery and settlement details to the successful bidder.
9. We will work with the commission in the matter of profitable employment of bond proceeds in legal investments until such funds are needed for construction.
10. Finally, we will be available throughout the proceedings to help or advise in the various financial details as necessary.

For our services as fiscal agent, you are to pay, coincident with the delivery of said bonds, the sum of \$ 1.00 per each \$100 of revenue bonds issued, said sum to include the fee charged by the bond attorneys, which sum can be paid directly by the commission.

In the event that the bonds are not issued, or if for any other reason you decide to abandon the project, you will owe us nothing for our services, but in either of such events, should you determine to issue such bonds for the aforesaid purpose within a period of three years from the date of your acceptance hereof, this agreement shall apply to such issue.

It is expressly understood that this agreement does not intend and is not, under any circumstances, to be construed as requiring us to perform any service which constitutes the practice of law. We are employed in an expert financial capacity only.

Respectfully submitted,

FIRST SECURITY BANK OF IDAHO, N. A.  
BURROWS, SMITH COMPANY OF IDAHO

By Richard A. Burton

By \_\_\_\_\_

The above and foregoing offer is hereby accepted for and on behalf of the Junior College Housing Commission of the College of Southern Idaho Junior College District by order of the Junior College Housing Commission thereof, in session this 6<sup>th</sup> day of February, 1968.

Michael B. Gray

ATTEST:

H. W. Van Slyke  
Clerk

(SEAL)