



COLLEGE OF SOUTHERN IDAHO BOARD OF TRUSTEES

November 21, 2011

EXECUTIVE SESSION

5:00 p.m.

Taylor Building – President’s Board Room

BOARD OF TRUSTEES MEETING

6:00 p.m.

Taylor Building – SUB 248

AGENDA

❖ OLD BUSINESS ❖

APPROVAL OF MEETING AGENDA: (A) *Dr. Thad Scholes*

MINUTES – EXECUTIVE SESSION OF OCTOBER 17TH, 2011: (A) *Mike Mason*

MINUTES – REGULAR MEETING OF OCTOBER 17TH, 2011: (A) *Mike Mason*

TREASURER’S REPORT: (A) *Mike Mason*

❖ NEW BUSINESS ❖

BOARD REORGANIZATION: (A) *Dr. Thad Scholes*

Chairman

Vice-Chairman

Clerk

Trustee

Trustee - Designated as College of Southern Idaho Foundation Representative

Secretary Treasurer

OPEN FORUM: (I) *Board Chairman*

FISCAL YEAR 2011 AUDIT: (A) *Raymond Ware*

APPLIED TECHNOLOGY AND INNOVATION CENTER (ATIC) ARCHITECT SELECTION :

(A) *Mike Mason*

HEAD START REPORT: (A) *Mike Mason*

SALE OF RADIO STATION: (A) *Mike Mason*

RESOLUTION TO RENAME BUILDING: (A) *Curtis Eaton*

FACULTY SENATE PRESENTATION TO THE BOARD: (I) *Kim Madsen*

PACE PRESENTATION TO THE BOARD: (I) *Brandi Turnipseed*

PRESIDENT'S REPORT: (I) *President Beck*

THE COLLEGE OF SOUTHERN IDAHO
COMMUNITY COLLEGE DISTRICT
NOVEMBER BOARD OF TRUSTEES MEETING
NOVEMBER 21, 2011

CALL TO ORDER: 6:14 p.m. Presiding: Dr. Thad Scholes

Attending: Trustees: Dr. Thad Scholes, Dr. Allan Frost,
Donna Brizee, Bob Keegan and Karl Kleinkopf

College Administration: Gerald L. Beck, President
John M. Mason, Vice President of Administration
Robert Alexander, College Attorney
Dr. Jeff Fox, Executive Vice President and Chief
Academic Officer
Dr. Edit Szanto, Vice President of Student Services
and Planning and Development
Dr. Mark Sugden, Instructional Dean
Dr. John Miller, Instructional Dean
Dr. Ken Campbell, Dean of Technology
Scott Scholes, Dean of Student Services
Graydon Stanley, Dean of Students
Jeff Harmon, Dean of Finance
Monty Arrossa, Director of Human Resources
Teri Fattig, Library and Museum Director
Doug Maughan, Public Relations Director
Curtis Eaton, Advisor to the President
Kathy Deahl, Administrative Assistant to the
President

CSI Employees: Deb Wilson and Allen Scherbinske

Visitors: Ryan Roberts, Micheline Espejel and Raymond Ware

Faculty Representatives: Kim Madsen and Cindy Harmon

PACE Representatives: Brandi Turnipseed, Svetlana Schuchert
and Erin Devlin

Times News: Julie Wootten

KMVT: Joey Martin

The agenda was amended to remove the Resolution to Rename Building. The amended agenda was approved on MOTION by Donna Brizee. Affirmative vote was unanimous.

MINUTES OF THE EXECUTIVE SESSION AND THE REGULAR MEETING OF OCTOBER 17, 2011 WERE APPROVED AS WRITTEN on MOTION by Dr. Allan Frost. Affirmative vote was unanimous.

TREASURER'S REPORT: The Treasurer's report was accepted on MOTION by Bob Keegan. Affirmative vote was unanimous.

There were no speakers for Open Forum.

Board Agenda Items:

1. In accordance with the bylaws of the College of Southern Idaho Board of Trustees, the Board was reorganized. All board members retained their existing positions on MOTION by Karl Kleinkopf. Affirmative vote was unanimous. The positions are as follows:

Dr. Thad Scholes - Chairman
Dr. Allan Frost - Vice Chairman
Karl Kleinkopf - Clerk
Bob Keegan - Trustee
Donna Brizee - Trustee Representative to the College of Southern Idaho Foundation
John M. Mason - Secretary Treasurer

2. Raymond Ware of Ware and Associates presented the fiscal year 2011 audit to the Board. The Board accepted the audit on MOTION by Dr. Allan Frost. Affirmative vote was unanimous.

3. The Board approved the contract with Lombard Conrad Architects of Boise, Idaho in the amount of \$485,000 for the design of the Applied Technology and Innovation Center on MOTION by Bob Keegan. Affirmative vote was unanimous.

3. The Board approved the monthly Head Start/Early Head Start report on MOTION by Dr. Allan Frost. Affirmative vote was unanimous.

4. The Board approved the process of selling our radio station, KEZJ 1450, on MOTION by Karl Kleinkopf. Affirmative vote was unanimous. The final sales contract for the sale for the radio station will be brought back to the Board for approval.

5. Kim Madsen of the College of Southern Idaho Faculty Senate advised the Board that the Faculty Senate had voted unanimously to pass a resolution thanking the Board, President Beck and Dr. Fox for the one time two percent salary increase employees received in October of 2011.

6. Brandi Turnipseed representing the College of Southern Idaho Professional and Classified Employees (PACE) also expressed their appreciation for the one time two percent salary increase employees received in October of 2011.

7. Graydon Stanley introduced Student Body President Ryan Roberts and Student Senator Micheline Espejel. Ms. Roberts and students from other Idaho colleges and universities will be meeting with Governor Otter to discuss higher education issues on November 22, 2011 in Boise, Idaho.

8. President Beck reported his activities for the month to the Board.

ADJOURNMENT was declared at 6:54 p.m.



John M. Mason,
Secretary Treasurer

Approved: December 19, 2011



Chairman



November 3, 2011

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

From: Mike Mason

Re: Lombard Conrad Architect Contract

We have changed the scope of the Applied Technology and Innovation Center project since the grant was submitted. The Economic Development Association has approved the change of scope. The change involves leaving auto body/collision repair in their existing spaces in the Canyon Building and moving Manufacturing Technology from Canyon Ridge High School, Heating Ventilation Air Conditioning Technology from the Desert Building and Environmental Technology from the Desert Building to the new facility. Wind Energy will also be moving from the Madrona Street complex to the new building. There will also be some Industrial Technology Apprenticeship space programmed into the building.

I have been in conversations with Lombard Conrad Architects concerning their contract for the design services for the Applied Technology and Innovation Center. We have set a preliminary total budget of \$6,600,000 for the base building project. Of this total, the actual construction cost is estimated at approximately \$5,751,000.

Lombard Conrad Architects has agreed to a contract amount of \$460,000 plus \$25,000 for (LEED) Leadership in Energy and Environmental Design certification. The design team contract is eight percent of the estimated construction contract.

I request authorization to enter into a contract with Lombard Conrad Architects in the total amount of \$485,000 for design services and LEED certification for the Applied Technology and Innovation Center.

PROUD TO BE PART OF THE CSI FAMILY



COLLEGE OF SOUTHERN IDAHO HEAD START/EARLY HEAD START



Governing, Policy, and Advisory Boards

Governance in Head Start is a partnership between the Grantee/Delegate Agency Governing Board, Policy Council, and Management Staff. Each of these groups has a unique and complimentary role to play in effective decision making for the College of Southern Idaho Head Start/Early Head Start program.

Governing Board

The Governing Board has the responsibility for stewardship and monitors the overall organization and operation of CSI Head Start/ Early Head Start. The Governing Board has legal, fiscal and fiduciary responsibility for administering and overseeing the program, including the safeguarding of Federal funds. The governing board ensures active, independent, informed governance and as recommended by the Office of Head Start fully participates in the planning and evaluation of the Head Start Program.

Policy Council

The Policy Council is responsible for the direction of the program including reviewing program design and operation and long and short term goals and objectives. Policy Council is comprised of parent representatives and a community representative elected from each of the eleven Head Start centers and the three Early Head Start sites. Policy Council members provide valuable feed back on recruitment, personnel polices, hiring, budget, and all services provided to children and families. Policy Council also serves another function in fostering parent leadership and empowerment. This sense of confidence is intended to allow parents to continue to take a leading role in their child's education and care well after Head Start. **Policy Council Meeting are held the 3rd Thursday of each month (except December and July) in SUB 232. Meals are served at 5:30 p.m. and the meeting starts at 6:00 p.m.**

Parent Committee

Each Center has a Parent Committee with elected officers. These officers conduct monthly parent meetings. At these meetings, training is provided on various child development and self sufficiency topics. Parents also plan parent/ child activities held at the center. Parent Committees also provide input and feedback for Policy Council members to better represent their centers. **Parent Committee meeting dates and times vary from center to center.**

Advisory Boards

Health– Health Advisory helps plan and evaluate the health services provided by the program. The committee is compromised of Head Start/ Early Head Start parents and staff from each center as well as local health professionals. **The next meeting is January 9, 2012 at 8:30 a.m. in SUB 248.**

Education – Education Advisory provides guidance on the educational needs and policies within the program. This committee includes representatives from early childhood institutions, public schools, and Head Start/ Early Head Start parents. **The next meeting is November 14 at 3:00 p.m. in TAB 276.**

Family Services– Family Services Advisory is actively involved in planning and reviewing services to families. Head Start/ Early Head Start parents and various professionals from the community serve on this committee. **The next meeting is December 5, 2011 at 2:00 p.m. in TAB 276.**

Personnel Development Work Group (PDWG)

Staff representatives from each of the Head Start/ Early Head Start centers serve on PDWG. PDWG representatives will assist in developing polices and procedures on personnel issues including the review and revision of all job descriptions. **The next meeting is February 27, 2012 at 1:00 p.m. in SUB 248.**

**College of Southern Idaho Head Start/ Early Head Start
Monthly Program Summary
For October 2011**

Enrollment

Head Start ACYF Federal Funded	566
Head Start TANF	27
Early Head Start	80
Total	673

Program Options

Part-day/ Part-year, Double Sessions, School District, Pre- K, Early Head Start -Home Based.

Participation

Head Start October Attendance	87%
EHS Home Visit Completion Rate	92%

Meals and Snacks

Total meals served for October	6180
Total snacks served for October	3812

Education

Direct service staff are working on completing 90 day screeners for Head Start children. These include height/weight, blood pressure, Hematocrit, physical, dental, and lead screening. These screeners must be completed within 90 calendar days of the child's enrollment. Parent/Teacher conferences are being conducted this month as well. Parents have the opportunity to visit the center and go over information about their child and the program with the classroom teacher and home visitor. A phone conference is available for parents unable to attend in person.

Parent Involvement

Parents and staff had a wonderful time at the retreat in Albion, Idaho and newly elected officers received training on the duties of officers and how Policy Council works in a fun filled weekend. Outgoing members were highlighted and given commemorative pins for their service. Harvest dinners are in full swing at centers as families receive the opportunity to learn more about each other, their children and the program. Male involvement is encouraged in each center and each will host at least two activities during the program year to encourage fathers, grandparents, uncles or any other significant male in a child's life.

Early Head Start

EHS serves 80 participants at any given time of those slots 10 % are reserved for children with diagnosed disabilities. EHS currently has 12 children on Individual Family Service Plans (IFSP), which means the program is serving at 150% of the national requirement. Of the 12 children on IFSP's, 5 were referred by EHS to the Infant Toddler Program and qualified for services. Policy Council Executive committee has 6 positions available. 5 of the 6 positions are currently filled by Early Head Start parents. Their involvement in Early Head Start has encouraged them to seek leadership roles and they are very excited to serve the program. All EHS sites are fully enrolled and have applications on the waitlist.

Documents for Board Review/ Approval:

Financial Reports

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	BALANCE OF BUDGET	PROJ %	ACTUAL %
SALARIES	\$ 264,156.00	\$ 38,927.81	\$ 38,927.81	\$ 225,228.19	\$ 225,228.19	16.0%	14.7%
BENEFITS	\$ 117,917.00	\$ 19,606.35	\$ 19,606.35	\$ 98,310.65	\$ 98,310.65	16.0%	16.6%
OUT OF AREA TRAVEL						0.0%	0.0%
EQUIPMENT						0.0%	0.0%
SUPPLIES							
OFFICE CONSUMABLES	\$ 2,000.00	\$ 137.00	\$ 137.00	\$ 1,863.00	\$ 1,863.00	10.0%	6.9%
CENTER SUPPLIES	\$ 2,019.00		\$ -	\$ 2,019.00	\$ 2,019.00	0.0%	0.0%
CLASSROOM SUPPLIES	\$ 13,000.00		\$ -	\$ 13,000.00	\$ 13,000.00	0.0%	0.0%
TRAINING SUPPLIES	\$ 2,050.00		\$ -	\$ 2,050.00	\$ 2,050.00	0.0%	0.0%
FOOD	\$ 2,000.00		\$ -	\$ 2,000.00	\$ 2,000.00	5.0%	0.0%
CONTRACTUAL							
OTHER							
CONTRACTS	\$ 27,240.00			\$ 27,240.00	\$ 27,240.00	10.0%	0.0%
MEDICAL	\$ 10,200.00		\$ -	\$ 10,200.00	\$ 10,200.00	10.0%	0.0%
DENTAL	\$ 6,000.00		\$ -	\$ 6,000.00	\$ 6,000.00	10.0%	0.0%
CHILD TRAVEL	\$ -						
EMPLOYEE TRAVEL	\$ 6,000.00	\$ 139.92	\$ 139.92	\$ 5,860.08	\$ 5,860.08	5.0%	2.3%
CAREER DEVELOP	\$ -		\$ -	\$ -	\$ -	0.0%	0.0%
PARENT TRAINING	\$ 2,225.00		\$ -	\$ 2,225.00	\$ 2,225.00	10.0%	0.0%
FACILITIES/CONST.	\$ 15,041.00		\$ -	\$ 15,041.00	\$ 15,041.00	10.0%	0.0%
UTILITIES	\$ 4,400.00	\$ 76.34	\$ 76.34	\$ 4,323.66	\$ 4,323.66	10.0%	1.7%
TELEPHONE	\$ 2,000.00	\$ 307.70	\$ 307.70	\$ 1,692.30	\$ 1,692.30	10.0%	15.4%
OTHER	\$ 12,000.00	\$ 352.22	\$ 352.22	\$ 11,647.78	\$ 11,647.78	10.0%	2.9%
TOTAL DIRECT COSTS	\$ 488,248.00	\$ 59,547.34	\$ 59,547.34	\$ 428,700.66	\$ 428,700.66	16.5%	7.6%
ADMIN COSTS	\$ 31,165.00	\$ -	\$ -	\$ 31,165.00	\$ 31,165.00	0.0%	0.0%
GRAND TOTAL	\$ 519,413.00	\$ 59,547.34	\$ 59,547.34	\$ 459,865.66	\$ 459,865.66	15.5%	7.1%
IN KIND NEEDED	\$ 133,100.00						
IN KIND GENERATED	\$ -						
IN KIND (SHORT)/LONG	\$ (133,100.00)						

TRAINING AND TECHNICAL ASSISTANCE

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	PROJECTED %	ACTUAL %
6c. OUT OF AREA TRAVEL	\$ 6,805.00	\$ 946.02	\$ 921.02	\$ 5,883.98	10.0%	13.5%
6e. SUPPLIES						
Training Supplies	\$ 901.00	\$ -	\$ -	\$ 901.00	0.0%	0.0%
6g. OTHER						
Contracts	\$ -					
Career Development	\$ 4,500.00	\$ 360.00	\$ 360.00	\$ 4,140.00	10.0%	8.0%
TOTAL DIRECT COSTS	\$ 12,206.00	\$ 1,306.02	\$ 1,281.02	\$ 10,924.98	6.7%	10.5%
ADMIN COSTS	\$ 779.00	\$ -	\$ -	\$ 779.00	0.0%	0.0%
GRAND TOTAL	\$ 12,985.00	\$ 1,306.02	\$ 1,281.02	\$ 11,703.98	5.0%	9.9%
IN KIND NEEDED	\$ 3,246.00					
IN KIND GENERATED	\$ -					
IN KIND (SHORT)/LONG	\$ (3,246.00)					

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	BALANCE OF BUDGET	PROJ %	ACTUAL %
SALARIES	\$ 2,459,057.00	\$ 204,938.64	\$ 2,013,153.76	\$ 445,903.24	\$ 445,903.24	83.0%	81.9%
BENEFITS	\$ 1,339,489.00	\$ 114,247.69	\$ 1,102,183.44	\$ 237,305.56	\$ 237,305.56	83.0%	82.3%
OUT OF AREA TRAVEL	\$ -		\$ -	\$ -	\$ -	0.0%	0.0%
EQUIPMENT	\$ -		\$ -	\$ -	\$ -	0.0%	0.0%
SUPPLIES							
OFFICE CONSUMABLES	\$ 18,700.00	\$ 4,644.81	\$ 19,552.75	\$ (852.75)	\$ (852.75)	85.0%	104.6%
CLASSROOM SUPPLIES	\$ 23,700.00	\$ 1,556.74	\$ 24,705.67	\$ (1,005.67)	\$ (1,005.67)	85.0%	104.2%
CENTER SUPPLIES	\$ 13,060.00	\$ 1,257.84	\$ 11,680.24	\$ 1,379.76	\$ 1,379.76	85.0%	89.4%
TRAINING SUPPLIES	\$ 11,200.00	\$ -	\$ 9,665.56	\$ 1,534.44	\$ 1,534.44	85.0%	86.3%
FOOD	\$ 19,700.00	\$ 166.44	\$ 14,312.26	\$ 5,387.74	\$ 5,387.74	80.0%	72.7%
CONTRACTUAL				\$ -	\$ -		
OTHER							
CONTRACTS	\$ 14,390.00	\$ -	\$ 11,957.01	\$ 2,432.99	\$ 2,432.99	83.0%	83.1%
MEDICAL	\$ 12,000.00	\$ 4,645.00	\$ 12,154.74	\$ (154.74)	\$ (154.74)	83.0%	101.3%
DENTAL	\$ 7,760.00	\$ 3,809.17	\$ 6,655.44	\$ 1,104.56	\$ 1,104.56	83.0%	85.8%
CHILD TRAVEL	\$ 117,500.00	\$ 3,259.86	\$ 97,016.84	\$ 20,483.16	\$ 20,483.16	83.0%	82.6%
EMPLOYEE TRAVEL	\$ 30,000.00	1,573.94	\$ 32,120.66	\$ (2,120.66)	\$ (2,120.66)	83.0%	107.1%
CAREER DEVELOP	\$ 3,500.00	\$ -	\$ 2,614.92	\$ 885.08	\$ 885.08	83.0%	74.7%
PARENT TRAINING	\$ 21,990.00	\$ 508.55	\$ 14,977.99	\$ 7,012.01	\$ 7,012.01	83.0%	68.1%
SPACE	\$ 91,060.00	944.71	\$ 57,081.39	\$ 33,978.61	\$ 33,978.61	83.0%	62.7%
UTILITIES	\$ 53,700.00	\$ 3,421.34	\$ 44,152.42	\$ 9,547.58	\$ 9,547.58	83.0%	82.2%
TELEPHONE	\$ 30,973.00	\$ 2,671.05	\$ 31,006.10	\$ (33.10)	\$ (33.10)	83.0%	100.1%
OTHER	\$ 52,500.00	\$ 6,651.48	\$ 52,436.54	\$ 63.46	\$ 63.46	83.0%	99.9%
TOTAL DIRECT COSTS	\$ 4,320,279.00	\$ 354,297.26	\$ 3,557,427.73	\$ 762,851.27	\$ 762,851.27	83.3%	78.4%
ADMIN COSTS	\$ 275,763.00	\$ 21,588.21	\$ 216,206.00	\$ 59,557.00	\$ 59,557.00	75.0%	78.4%
GRAND TOTAL	\$ 4,596,042.00	\$ 375,885.47	\$ 3,773,633.73	\$ 822,408.27	\$ 822,408.27	79.1%	78.4%
IN KIND NEEDED	\$ 1,183,673.00						
IN KIND GENERATED	\$ 1,077,451.56	91% of Total Needed					
IN KIND (SHORT)/LONG	\$ (106,221.44)						
PROCUREMENT CARD EXPENSE	\$ 12,739.57	3% of Total Expense					

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	PROJECTED %	ACTUAL %
6c. OUT OF AREA TRAVEL	\$ 31,290.00	\$ 183.55	\$ 23,141.24	\$ 8,148.76	80.0%	74.0%
6e. SUPPLIES						
Training Supplies	\$ 8,525.00	\$ (64.64)	\$ 6,560.94	\$ 1,964.06	80.0%	77.0%
6g. OTHER						
Contracts	\$ -					
Career Development	\$ 10,220.00	\$ (38.11)	\$ 9,102.93	\$ 1,117.07	80.0%	89.1%
TOTAL DIRECT COSTS	\$ 50,035.00	\$ 80.80	\$ 38,805.11	\$ 11,229.89	80.0%	77.6%
ADMIN COSTS	\$ 3,021.00	\$ 67.36	\$ 2,430.06	\$ 590.94	75.0%	80.4%
GRAND TOTAL	\$ 53,056.00	\$ 148.16	\$ 41,235.17	\$ 11,820.83	78.8%	77.7%
IN KIND NEEDED	\$ 11,275.00					
IN KIND GENERATED	\$ 11,275.00					
IN KIND (SHORT)/LONG	\$ -					

CATEGORY	TOTAL APPROVED	TOTAL THIS MONTH	CASH OUTLAY TO DATE	BALANCE	BALANCE OF BUDGET	PROJ %	ACTUAL %
SALARIES	\$ 525,665.00	\$ 223.79	\$ 499,642.87	\$ 26,022.13	\$ 26,022.13	100.0%	95.0%
BENEFITS	\$ 250,739.00	\$ 19.54	\$ 247,645.92	\$ 3,093.08	\$ 3,093.08	100.0%	98.8%
OUT OF AREA TRAVEL	\$ 39,560.00	\$ 1,462.89	\$ 41,835.20	\$ (2,275.20)	\$ (2,275.20)	100.0%	105.8%
EQUIPMENT	\$ 18,945.00	\$ -	\$ 18,944.89	\$ 0.11	\$ 0.11	100.0%	100.0%
SUPPLIES							
OFFICE CONSUMABLES	\$ 2,700.00	\$ 158.03	\$ 2,536.74	\$ 163.26	\$ 163.26	100.0%	94.0%
CENTER SUPPLIES	\$ 10,387.00	\$ 1,673.07	\$ 13,295.24	\$ (2,908.24)	\$ (2,908.24)	100.0%	128.0%
CLASSROOM SUPPLIES	\$ 24,500.00	\$ 244.61	\$ 22,156.30	\$ 2,343.70	\$ 2,343.70	100.0%	90.4%
TRAINING SUPPLIES	\$ 2,000.00	\$ -	\$ 2,958.17	\$ (958.17)	\$ (958.17)	100.0%	147.9%
FOOD	\$ 2,487.00	\$ 14.38	\$ 406.89	\$ 2,080.11	\$ 2,080.11	100.0%	16.4%
CONTRACTUAL							
OTHER							
CONTRACTS	\$ 51,500.00	\$ -	\$ 38,838.38	\$ 12,661.62	\$ 12,661.62	100.0%	75.4%
MEDICAL	\$ 10,300.00	\$ 247.00	\$ 9,448.04	\$ 851.96	\$ 851.96	100.0%	91.7%
DENTAL	\$ 16,000.00	\$ 55.00	\$ 434.25	\$ 15,565.75	\$ 15,565.75	100.0%	2.7%
CHILD TRAVEL	\$ -						
EMPLOYEE TRAVEL	\$ 6,600.00	\$ 178.16	\$ 6,117.67	\$ 482.33	\$ 482.33	100.0%	92.7%
CAREER DEVELOP	\$ 10,181.00	\$ 3,100.00	\$ 13,907.99	\$ (3,726.99)	\$ (3,726.99)	100.0%	136.6%
PARENT TRAINING	\$ 2,500.00	\$ 47.70	\$ 2,026.85	\$ 473.15	\$ 473.15	100.0%	81.1%
FACILITIES/CONST. *	\$ 390,290.00	\$ 63,833.37	\$ 159,674.66	\$ 230,615.34	\$ 230,615.34	45.0%	40.9%
UTILITIES	\$ 6,200.00	\$ 181.51	\$ 4,516.49	\$ 1,683.51	\$ 1,683.51	100.0%	72.8%
TELEPHONE	\$ 5,619.00	\$ 100.00	\$ 4,515.72	\$ 1,103.28	\$ 1,103.28	100.0%	80.4%
OTHER	\$ 6,168.00	\$ -	\$ 4,573.09	\$ 1,594.91	\$ 1,594.91	100.0%	74.1%
TOTAL DIRECT COSTS	\$ 1,382,341.00	\$ 71,539.05	\$ 1,093,475.36	\$ 288,865.64	\$ 288,865.64	97.1%	79.1%
ADMIN COSTS	\$ 62,330.00	\$ 4,811.36	\$ 65,440.71	\$ (3,110.71)	\$ (3,110.71)	100.0%	90.0%
GRAND TOTAL	\$ 1,444,671.00	\$ 76,350.41	\$ 1,158,916.07	\$ 285,754.93	\$ 285,754.93	97.3%	90.2%
IN KIND NEEDED	\$ 272,692.00						
IN KIND GENERATED	\$ 272,692.00	100%	* Includes carryover of \$353,904 for Facilities Construction in Minidoka ***Facilities/Const. is obligated expense and has to be spent by 12/30/11				
IN KIND (SHORT)/LONG	\$ -						



October 27, 2011

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

From: Mike Mason

Re: Sale of Radio Station

The College of Southern Idaho radio station, KEZJ AM 1450, was donated to the college in 1993. The station has been operated in cooperation with Boise State University to provide National Public Radio to the Twin Falls area. Recently, Boise State University switched programming and now provides Hispanic programming almost exclusively on the station.

The College of Southern Idaho has used KEZJ to broadcast our men's and women's basketball, baseball and softball games over the last few years. The power of the station is limited so reception is available for Twin Falls with some mixed reception in surrounding towns. This year, the only radio broadcasts planned are for men's and women's basketball. Baseball and softball will stream live game statistics over the internet.

We spend approximately \$2,000 per year on the station for engineering services. The transmission equipment in the station is obsolete and in need of replacement. We estimate the cost for new transmission equipment would be around \$15,000 to \$20,000. The tower does not belong to us and the lease payments are paid for by Boise State University.

We have been contacted concerning the sale of the radio station. If we did sell the station, we could rent air time on a local station for our sporting events. The existing contract we have with Boise State University also gives them the first right of refusal concerning the sale of the radio station. They would like to keep the option of purchasing the station open depending upon what price we are able to negotiate for the station. The price will most likely be partially determined by "listener share".

We need the Board to determine if they want to sell the radio station. If it is determined the radio station is to be sold, then, based upon the specialized market, tower lease, Federal Communications Commission issues/transfer fees and complexities in determining a price, I request permission to work through a broker specializing in this type of sale. The FCC fees could be as high as \$20,000 and the broker fees may run 10% or more of the sale price. The actual sale will take at least five months to complete if all of the details can be worked out.

If you have questions or need further information, please let me know.