

COLLEGE OF SOUTHERN IDAHO  
JUNIOR COLLEGE DISTRICT  
TWIN FALLS, IDAHO 83301  
SPECIAL MEETING OF THE BOARD OF TRUSTEES  
DECEMBER 1, 1970

CALL TO ORDER: 12:10 P.M.

PRESIDING: John R. Coleman

PLACE: Room A, Holiday Inn

PURPOSE: To review the 1970 FY Audit, and such other business as may lawfully come before the Board of Trustees.

ATTENDANCE: Trustees: John Coleman, Eldon Evans, Robert Blastock, John Garrabrandt, and James Shields.  
Administration: Dr. Taylor, Secretary Herb Van Slyke, Attorney Bob Alexander.  
Auditor: Monte Davis.

THE AUDIT: After carefully reviewing the comments, recommendations, and the 1970 FY Audit prepared by J. Robert Tullis, Auditor, a MOTION was made by Mr. Garrabrandt, seconded by Mr. Shields, that the Board approve and accept the 1970 FY Audit Report.

The Motion was put to a vote and carried without dissent.

TV STATION - AUTHORIZATION TO PURCHASE: Dr. Taylor informed the Board the construction permit for KBOI TV Channel 13 is for sale, that he has made a tentative offer of \$2,500.00 for it and that KMVT will reimburse the College for the purchase price. He recommended that he be granted authority to consummate the purchase.

A MOTION was made by Mr. Garrabrandt, seconded by Mr. Blastock, that the Board of Trustees authorize Dr. Taylor to proceed with the negotiations to purchase, in behalf of CSI, the construction permit for KBOI TV Channel 13 as recommended by Dr. Taylor, subject to approval by the FCC and concurrence by Attorney Alexander of the legality of such action.

The Motion was put to a vote and carried without dissent.

VO-TECH BUILDING - FUND RELEASE: Word has been received by Dr. Taylor from Washington, that federal funds for this project will be released on January 7, 1971; and that he cannot get clearance to call for bids until after the funds have been released. The delay is particularly bothersome and efforts are being made to achieve an earlier release of the federal funds.

ADJOURNMENT: The meeting was declared adjourned at 1:50 P.M.

APPROVAL: December 21, 1970

Secretary

H. W. Van Slyke

Chairman

John R. Coleman

COLLEGE OF SOUTHERN IDAHO  
JUNIOR COLLEGE DISTRICT  
BOARD OF TRUSTEES MEETING, DECEMBER 21, 1970

CALL TO ORDER: 8:00 P.M.                      PRESIDING: John R. Coleman

PLACE: CSI Administrative Offices, 149 Third Avenue East.

PURPOSE: To conduct the regular business of the District; to canvass the returns of the December 15 election for Trustees; and to care for such other matters as may lawfully come before said board.

ATTENDING:                      Trustees: John Coleman, Eldon Evans, James Shields, John Garrabrandt, and Robert Blastock.  
Administration: Dr. James Taylor, Secretary Herb Van Slyke, and Attorney Bob Alexander.  
Visitors: Annette Jenkins of the Idaho Statesman.

MINUTES: Upon MOTION by Mr. Evans, seconded by Mr. Blastock, the Minutes of the November 16 and December 1 meetings of the Board were approved as written.

TREASURER'S REPORT: The November report of the Treasurer was reviewed in detail and, upon MOTION by Mr. Evans, seconded by Mr. Garrabrandt, approved and accepted as submitted.

In addition to the November monthly report, the first 6 months 71 FY budget analysis was submitted for Board review.

(Copy attached hereto.)

BILLS PAID, PAYROLLS ACKNOWLEDGED: A MOTION was made by Mr. Blastock, seconded by Mr. Shields, that the following be approved by the Board:

Expense Claims #1 thru #271 in the total of \$50,222.67 be paid.  
Fund Transfers covered by vouchers #272-275 - \$8,485.01.  
Payrolls: Regular, \$86,243.25; Work-Study, \$13,356.65.

The Motion was put to a vote and declared carried.

(Copy of abstract attached to these Minutes.)

PERSONNEL: The Board observed a moment of silent concern over the untimely death of Mrs. Elsie May Opheim, Head of the CSI Business Adm. Department; noted that she was one of the original faculty of the College; concurred that her loyalty and dedication to the College and to her job has been highly commendable; that her capability and efficiency as a teacher was above the rank and file.

The Board suggested a letter be written to her family, expressing the thoughts of the Board. (Dr. Taylor and Bert DeWitt to do this.)

MICROFILM EQUIPMENT BID ACCEPTED: A proposal and recommendation was made by the CSI Business Manager that the Board accept the bid of Finch's, opened on June 15, 1970, for furnishing to the College a microfilm system. Finch's were the low of two bidders and a proposal made by another firm.

Upon MOTION by Mr. Shields, seconded by Mr. Evans, the Board of Trustees accepted the bid from Finch's, Boise, for furnishing to the College of Southern Idaho a 3M 3400 microfilming system, with companion equipment, to cost approximately \$6,209.50, exclusive of the initial order of supplies.

(Copy of Business Manager's recommendation attached hereto.)

ELECTION FOR TRUSTEES, CANVASS OF RETURNS, AND BOARD REORGANIZATION: The Board of Trustees, sitting as a Board of Canvassers, proceeded with the canvass of the returns of the Election of Trustees held in the College of Southern Idaho Junior College District on Tuesday, December 15, 1970.

All Examination of the conduct of the election indicated the proper notice had been published and posted; that the several judges and clerks had subscribed to their respective oaths of office; that the poll, tally list, and official return books had been properly entered and completed; that in all other aspects the election appeared to have been conducted in full accord with Idaho statutes; and that the voting resulted in the following:

<u>Polling Place</u>	<u>Total Votes</u>	<u>Evans</u>	<u>Blastock</u>	<u>Others</u>
Buhl Moose Hall	30	30	30	
CSI Vocational School	26	25	23	
TF County Court House	47	44	42	1
CSI Fine Arts Auditorium	15	15	15	
Castleford Methodist Church	11	11	11	
Filer High School	20	15	20	
Hollister Grade School	9	8	9	1
Hansen High School	17	16	17	
Murtaugh High School	6	6	6	
Hazelton Grade School	11	9	11	
Kimberly Junior High	8	8	8	
Jerome Episcopal Social Hall	<u>9</u>	<u>7</u>	<u>9</u>	<u>-</u>
	209	194	201	2

Thereupon a MOTION was made by Mr. Garrabrandt, seconded by Mr. Shields, that the Board of Trustees declare, as the result of the election held on Tuesday, December 15, 1970, in the College of Southern Idaho Junior College District, Eldon V. Evans and Robert S. Blastock, Jr., elected as Trustees for said junior college district for terms of six years each commencing December 21, 1970.

Motion was put to a vote and carried.

REORGANIZATION: Having declared the election, the Board of Trustees, upon MOTIONS duly made, seconded, and carried, reorganized itself with John R. Garrabrandt

as Chairman, Eldon V. Evans as Vice-Chairman, Robert S. Blastock as Clerk, and H.W. Van Slyke as Secretary-Treasurer.

The Trustees expressed to John Coleman, their appreciation of his service as Board chairman the past two years.

CHANGE ORDERS: Dr. Taylor submitted the details for change orders on Phase 3 construction.

MOTION by Mr. Garrabrandt, seconded by Mr. Blastock, that the changes outlined in the orders be authorized. MOTION carried.

SCHOLARSHIPS: The Scholarship Committee recommended to the Board that scholarships be awarded the following named students:

Timothy Paul Bryson, \$90.00, Dilettante (drama)  
Roy Gene Butler, \$100.00, Lynwood Shopping Center

Upon MOTION by Mr. Coleman, seconded by Mr. Blastock, the Board concurred in the above recommendation.

VO-TECH BUILDING: Dr. Taylor discussed the forthcoming bid opening in Boise on Thursday, January 7, 1971, for construction of this building.

He expressed concern as to what disposition could be made if the bidding overran the estimate and the availability of funds.

It was suggested that maybe a quorum of the Board should attend the bid opening.

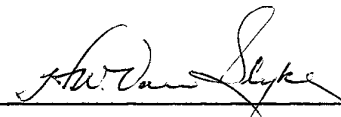
CONSTRUCTION PROGRESS - PHASE 3, MOVING OF OFFICES: Dr. Taylor gave a current report on the progress of the construction on the Multi-Use Building and the Dorm, indicating that occupancy as scheduled is still uncertain but plans are going ahead to move the Administration Offices and the Bookstore between Christmas and New Year, and to occupy the Dorm in time for Spring semester classes.

He also noted the HUD bond sale is now scheduled for January 5 in Portland.

THE BOARD NOTED Dr. Taylor's election to the Office of President of the Northwest Association of Junior Colleges, and congratulated him for it.

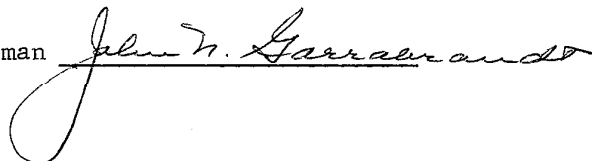
ADJOURNMENT: Declared at 9:45 P.M.

Secretary



APPROVAL: January 18, 1971

Chairman



COLLEGE OF SOUTHERN IDAHO  
JUNIOR COLLEGE DISTRICT  
SPECIAL MEETING OF THE BOARD OF TRUSTEES  
HOLIDAY INN, DECEMBER 18, 1970

CALL TO ORDER: 12:15 P.M.

PRESIDING: Dr. James Taylor

PURPOSE: To host members of the Board of Higher Education and of the 41st Legislature at a luncheon and to conduct a hearing on fund needs for higher education, and education as a whole, for the ensuing year.

PRESENT WERE: Legislators: John Barker, Vard Chatburn, Vern Ravenscroft, Earl Greenawalt, E.V. McHan, Steve Antone, Ray Lincoln, Jack Claiborn, William Lanting, and Bob Saxvik; Board of Higher Education: Dr. Don Kline, Dr. Kirk Sorensen, and Joe McCollum; CSI: Dr. James Taylor, John Coleman, Eldon Evans, Robert Blastock, John Garrabrandt, Bob Alexander, and Herb Van Slyke; Others: Dwight Jensen of ISU, Lawrence Barber of CSI, and the KMVT news editor.

INTRODUCTIONS were made by Dr. Taylor.

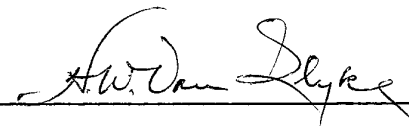
DR. KLINE conducted the hearing, using charts and figure tabulations to support his presentation; he was assisted by Dr. Sorensen.

ATTORNEY ALEXANDER spoke in behalf of the Law School at the University of Idaho, its accreditation in jeopardy because of inadequate facilities, and distributed copies of a paper or report by the State Bar Association entitled, "The Crisis in Legal Education in Idaho."

PARTICIPATION was frequent and pertinent on the part of the area Legislators present, and continued for a major part of the afternoon.

ADJOURNMENT was declared at 4:15 P.M.

Secretary

  
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COLLEGE OF SOUTHERN IDAHO

MEMO

DATE: December 16, 1970  
TO: CSI Board of Trustees  
FROM: CSI Business Manager  
SUBJECT: Proposal to purchase microfilming system.

You will please recall that on Monday, June 15, bids were opened for furnishing to the College a microfilming system for use in micro-filming student records and most of the other permanent records of the College and the College District.

At the Board meeting that evening, the proposals from Finch's for the 3M 3400 System, and from Bell & Howell, were submitted for your consideration. However, two or three questions were raised for which answers were not readily available, and the matter was placed under advisement until a later meeting.

Since then Kodak, who did not submit a bid for the June 15th opening but had made a proposal a few months earlier, proposed by letter from Rochester, New York, that we avail ourselves of a free trial offer which they were making. Subsequently, we allowed them to place for demonstration in our office, a Starfile Microfilmer RV-2 with dual film heads, a film reader Model PVA, 2 rolls of microfilm and other items necessary for the trial run.

Previous to this, Finch's brought over a 3M 3400 Camera and a Model 400 CT reader-printer, for demonstration and trial. Later, I spent some time in Boise at their 3M products center watching equipment operation and discussing pertinent details.

In the bidding of June 15th, Bell & Howell bid as follows:  
Cartridge System (roll film storage)  
including a Model 205 G camera and  
an Autoload III Reader-Printer \$5,590.00

Finch's bid: 3M 3400 System for cartridge  
film storage and retrieval including  
the 3400 Camera and the 400 CT Reader-  
Printer \$4,175.00

The microfilm jacket storage instead of  
roll film or cartridge, Bell &  
Howell bid \$5,885.00

Finch's did not bid on this method of  
record storage.

MEMO  
TO: CSI BOARD OF TRUSTEES  
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Kodak did make a recent proposal for equipment utilizing roll film storage and retrieval, including a planetary camera which we think is not in the same class as the 3M 3400, to produce similar latitude in use as the 3M 3400 System, for \$3,705.00

Their system to use microfilm jackets only was quoted at \$5,055.00

During the intervening period between June 15 and now, Mr. Meyerhoeffer and I have undertaken a quite extensive study of microfilm systems. As the result, we recommend that we do not confine our microfilming storage and information retrieval to either roll, cartridge, or jackets but that we use the 3X5 microfilm jackets for all individual student records and personnel records, and the cartridge film for all others.

With this in mind, we recommend that the bid from Finch's be accepted, and that the Board authorize the purchase of the following items:

One 3M Model 3400 cartridge camera	\$2,525.00
One 3M Model 400 CT cartridge reader-printer	\$1,650.00
One work station (stand) for camera	\$ 225.00
One work station (stand) for reader-printer	\$ 99.50
One Executive I reader-printer for viewing and printing documents stored in microfilm jackets	\$ 360.00
One microfilm jacket reader-filler for reading film and then cutting and inserting it in the jackets	<u>\$1,350.00</u>
TOTAL	<u>\$6,209.50</u>

NOTE: All, or the major part, of this microfilming equipment may be included in the approved additional movable equipment under Phase III OE 3-8-00116-0, which is 50% reimburseable from federal funds.

