

**BOARD WORK SESSION
IOWA LAKES COMMUNITY COLLEGE
AUGUST 15, 2017
PAGE 1**

BOARD WORK SESSION ADMINISTRATION BUILDING 4:00 P.M.

The Board of Trustees of Iowa Lakes Community College met in the Conference Room at the Iowa Lakes Community College Administration Building, 19 South 7th Street, Estherville, IA at 4:00 P.M. on Tuesday, August 15, 2017, prior to the regular monthly board meeting. The purpose of this public meeting and work session was to review the agenda for the regular monthly meeting and to briefly discuss related topics.

MEMBERS PRESENT

Janice Lund, President
Chris Fuhrman
Jane Nolan Goeken
Todd Johnson
Bob Jennings

MEMBERS ABSENT

Pat Kibbie
Arden Kinnander

GUESTS

Valerie Newhouse, College President
Tony Condon, Board Secretary

DISCUSSION

College President Newhouse reviewed the agenda for the regular monthly board meeting and a brief discussion was conducted related to those items. No decisions were made and no action was taken.

ADJOURNMENT

The work session was adjourned at 4:25 P.M.

**REGULAR BOARD MEETING
IOWA LAKES COMMUNITY COLLEGE
AUGUST 15, 2017
PAGE 2**

The Board of Trustees of Iowa Lakes Community College met in regular session in the Board Room at the Iowa Lakes Community College Administrative Building, 19 South 7th Street, Estherville, IA, on Tuesday, August 15, 2017, beginning at 4:30 P.M.

MEMBERS PRESENT

**Janice Lund, President
Chris Fuhrman
Jane Nolan Goeken
Todd Johnson
Bob Jennings**

**Valerie Newhouse, College President
Tony Condon, Board Secretary**

MEMBERS ABSENT

**Pat Kibbie
Arden Kinnander**

GUESTS PRESENT

Delaine Hiney, Kathy Muller, Jane Campbell, Jolene Rogers, Tom Brotherton, Robert Leifeld, Jeff Soper, Cindy Oviatt, Lisa Stich, Julie Williams, MJ Dolan, Dave Palmer, Rich Gaumer, Jeff Smith, Jack Kibbie and Laura Haburn.

MEDIA PRESENT

None.

CALL TO ORDER

The meeting was called to order by Board President Janice Lund at 4:30 P.M.

**REGULAR BOARD MEETING
IOWA LAKES COMMUNITY COLLEGE
AUGUST 15, 2017
PAGE 3**

REVIEW AND APPROVAL OF AGENDA

A motion was made by Bob Jennings, with a second from Todd Johnson, to accept and approve the agenda as written.

The vote was called:

Ayes: Jennings, Johnson, Fuhrman, Goeken & Lund.

Nays: None.

Absent: Kibbie & Kinnander.

Motion approved by unanimous vote.

REVIEW AND APPROVAL OF MINUTES

A motion was made by Todd Johnson, with a second from Jane Nolan Goeken, to accept and approve the minutes of the July 25, 2017 regular board meeting as written.

The vote was called:

Ayes: Johnson, Goeken, Fuhrman, Jennings & Lund.

Nays: None.

Absent: Kibbie & Kinnander.

Motion approved by unanimous vote.

DELEGATIONS, PETITIONS, & COMMUNICATIONS

None.

PERSONNEL / CONSENT AGENDA

Following information presented by Kathy Muller, Executive Director of Human Resources, a motion was made by Chris Fuhrman, with a second from Bob Jennings, to accept and approve the Consent Agenda as presented.

**New Hires: Dining Services, LouAnn Arends, Cook, Estherville.
Dining Services, Gina Reiter, Cook, Estherville.**

**REGULAR BOARD MEETING
IOWA LAKES COMMUNITY COLLEGE
AUGUST 15, 2017
PAGE 4**

**Facilities Management, John Priester, Custodial/Maintenance,
Estherville
TRIO, Matt Mincey, Upward Bound Advisor, Emmetsburg**

**Position Change: Nicole Heng, Upward Bound Manager, previously TRIO SSS
Advisor.**

Supplemental Contracts as listed.

The vote was called:

Ayes: Fuhrman, Jennings, Goeken, Johnson & Lund.

Nays: None.

Absent: Kibbie & Kinnander.

Motion approved by unanimous vote.

Kathy Muller, Executive Director of Human Resources, introduced Lisa Stich, Executive Dean of the Estherville Campus, who thanked the Board for the opportunity to serve Iowa Lakes and the Estherville Campus.

IOWA LAKES REPORT

Valarie Newhouse, College President, introduced MJ Dolan, Executive Director of IACCT who introduced Dave Palmer, IACCT Lobbyist, Rich Gaumer, IACCT Board Chair, and Jeff Smith, IACCT Lobbyist, Fitzgerald, Smith & Associates. Rich Gaumer, IACCT Board Chair, commented on the importance of the community college system in Iowa and the need for cooperation and advocacy to move legislative priorities forward. Dave Palmer, IACCT Lobbyist, thanked President Newhouse and Board President Lund for inviting him to start his farewell tour at Iowa Lakes Community College where he started teaching in 1967, he was very appreciative of the great experience and dedicated faculty he worked with through the years. Jan Lund, Board President, introduced Jack Kibbie, Former Iowa Senator and Iowa Lakes Trustee. Mr. Kibbie gave a brief historical perspective on the community college system and commented on the effort to make tuition more affordable for students entering the skilled workforce.

FACILITIES

Change Order #2 – Emmetsburg Student Services

Delaine Hiney, Executive Director of Facilities, presented Change Order #2 for the Emmetsburg Student Services Project. The total cost of this change order is \$16,339.05 and includes changes to the parking lot, lighting, and installing a spare conduit to the parking lot for future use. Following the presentation, a motion was made by Jane Nolan Goeken, with a second by Todd Johnson, to approve Change Order #2 for the Emmetsburg Student Services Project and authorize the College President to sign any and all documents.

The vote was called:

Ayes: Goeken, Johnson, Fuhrman, Jennings & Lund.

Nays: None.

Absent: Kibbie & Kinnander.

Motion approved by unanimous vote.

Delaine Hiney, Executive Director of Facilities, presented Change Order #3 for the Gateway Roof Project. The total for this change order is \$95,316 and includes gyp deck replacement and repairs, and insulating additional external ductwork. Following the presentation, a motion was made by Jane Nolan Goeken, with a second by Bob Jennings, to approve Change Order #3 for the Gateway Roof Project and authorize the College President to sign any and all documents.

The vote was called:

Ayes: Goeken, Jennings, Fuhrman, Johnson & Lund.

Nays: None.

Absent: Kibbie & Kinnander.

Motion approved by unanimous vote.

Facilities Update

Delaine Hiney, Executive Director of Facilities, presented an update on facilities. This update included progress on the Student Services Project on the Emmetsburg Campus, Fine Arts Center on the Estherville Campus, Spirit Lake Campus renovations and replacement of the Beef Facility roof at the College Farm.

COMMUNITY & BUSINESS RELATIONS

Donation

Jolene Rogers, Executive Director of Community & Business Relations, presented a donation of \$7,500 from Avangrid Renewables to be used to fund scholarships for the 2017-18 Academic year. Following the presentation, a motion was made by Todd Johnson, with a second by Jane Nolan Goeken, to accept the donation as presented.

The vote was called:

Ayes: Johnson, Goeken, Fuhrman, Jennings & Lund.

Nays: None.

Absent: Kibbie & Kinnander.

Motion approved by unanimous vote.

260E Preliminary Agreements

Jolene Rogers, Executive Director of Community & Business Relations, presented a 260E agreement with a Spencer company. Following the presentation, a motion was made by Jane Nolan Goeken, with a second by Chris Fuhrman, to approve the 260E agreement as presented.

The vote was called:

Ayes: Goeken, Fuhrman, Johnson, Jennings & Lund.

Nays: None.

Absent: Kibbie & Kinnander.

Motion approved by unanimous vote.

Community & Business Relations Update

Jolene Rogers, Executive Director of Community & Business Relations, presented the Community & Business Relations update. Highlighted were the Performing Arts Center Seat Campaign, Annual Employee Giving Campaign and Continuing Education. All in attendance were encouraged to visit the college website or Facebook page for more activities and information.

INSTRUCTION & DEVELOPMENT

A) Candidates for Summer Graduation

Robert Leifeld, Vice President of Administration, presented the list of 100 graduates for the 2017 Summer Commencement held on July 28, 2017.

A motion was made by Bob Jennings, with a second by Janice Lund, to approve the list of graduates as presented.

The vote was called:

Ayes: Jennings, Lund, Goeken, Fuhrman & Johnson.

Nays: None.

Absent: Kibbie & Kinnander.

Motion approved by unanimous vote.

TREASURER'S REPORT / MONTHLY BILLS

A) Monthly Bills

B) Financial Reports

Jeff Soper, Chief Financial Officer, presented the monthly bills and the June and July financial reports for approval. A motion was made by Todd Johnson, with a second by Chris Fuhrman, to approve the financial reports and payment of monthly bills as listed and presented.

The vote was called:

Ayes: Johnson, Fuhrman, Goeken, Jennings & Lund.

Nays: None.

Absent: Kibbie & Kinnander.

Motion approved by unanimous vote.

ORAL REPORTS

- A) **Iowa Association of Community College Presidents**
No Report.

- B) **Iowa Association of Community College Trustees**
No Report.

- C) **Trustee Comments**
Jan Lund, Board President, thanked Rich Gaumer for attending and presenting to the Board. Congratulations were also expressed to College President Newhouse for receiving the 2017 Administrator of the Year Award at the IACCT Conference.

FUTURE EVENTS

Board President Lund reviewed and informed the board of upcoming events.

ADJOURNMENT

Following closing comments, the meeting was adjourned at 5:31 P.M.

Tony Condon, Board Secretary