

**BOARD WORK SESSION  
IOWA LAKES COMMUNITY COLLEGE  
DECEMBER 12, 2017  
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**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, December 12, 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**

**Pat Kibbie, Vice President  
Jane Nolan Goeken  
Todd Johnson  
Bob Jennings**

**MEMBERS ABSENT**

**Jan Lund  
Chris Fuhrman  
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.

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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 7<sup>th</sup> Street, Estherville, IA, on Tuesday, December 12, 2017, beginning at 4:30 P.M.

**MEMBERS PRESENT**

**Pat Kibbie, Vice President  
Jane Nolan Goeken  
Todd Johnson  
Arden Kinnander (by phone at 4:36)  
Bob Jennings**

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

**MEMBERS ABSENT**

**Jan Lund  
Chris Fuhrman**

**GUESTS PRESENT**

**Kathy Muller, Jane Campbell, Delaine Hiney, Lisa Stich, Jolene Rogers, Julie Williams, Robert Leifeld, Cindy Oviatt, Jeff Soper, Laura Haburn, and Byron Lindell.**

**MEDIA PRESENT**

**None.**

**CALL TO ORDER**

**The meeting was called to order by Board Vice-President Pat Kibbie at 4:30 P.M.**

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**REVIEW AND APPROVAL OF AGENDA**

After reviewing the agenda, a motion was made by Bob Jennings, with a second from Jane Nolan Goeken, to accept and approve the agenda as presented.

The vote was called:

Ayes: Jennings, Goeken, Johnson, & Kibbie.

Nays: None.

Absent: Fuhrman, Kinnander & Lund.

Motion approved by unanimous vote.

**REVIEW AND APPROVAL OF MINUTES**

A motion was made by Jane Nolan Goeken, with a second from Todd Johnson to accept and approve the minutes of the November 21, 2017 regular board meeting as written.

The vote was called:

Ayes: Goeken, Johnson, Jennings & Kibbie.

Nays: None.

Absent: Fuhrman, Kinnander & Lund.

Motion approved by unanimous vote.

**DELEGATIONS, PETITIONS, & COMMUNICATIONS**

None.

**PERSONNEL / CONSENT AGENDA**

**A) Resignations/New Hires/Contracts**

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

**New Hires: Marketing, Emily Miller, Media Specialist, Estherville, FT  
Success Center, Sandy Garber, Instructional Asst.,  
Estherville, PT**

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**Resignations: Cindy Peters, Nursing Faculty effective June 30, 2018.  
Lisa Washington, ABE/GED Programmer, effective  
January 3, 2018.  
Stephanie Nelson, SAVE Instructor, Effective January 31,  
2018.**

**Supplemental Contracts as listed.**

**The vote was called:**

**Ayes: Johnson, Jennings, Goeken & Kibbie.**

**Nays: None.**

**Absent: Fuhrman, Kinnander & Lund.**

**Motion approved by unanimous vote.**

**B) Three-Year Academic Calendar**

**Kathy Muller, Executive Director of Human Resources, presented a three-year calendar for the academic years of 2018-19, 2019-20 & 2020-21. Following the presentation, a motion was made by Jane Nolan Goeken, with a second by Todd Johnson, to accept and approve the three-year calendar as presented.**

**The vote was called:**

**Ayes: Goeken, Johnson, Jennings & Kibbie.**

**Nays: None.**

**Absent: Fuhrman, Kinnander & Lund.**

**Motion approved by unanimous vote.**

**Arden Kinnander joined by phone at 5:36.**

**IOWA LAKES REPORT**

**Lisa Stich, Executive Dean, Estherville Campus, introduced Byron Lindell, Art Associate Professor, who gave a report on the Art Program. Highlighted were the curriculum and options for students as they transfer to a four-year school. Noted was the fact that enrollment in Art classes is an elective that students from any program may pursue. This allows many students to get a well-rounded experience in Art classes regardless of the career they intend to pursue. The Board took the opportunity to ask questions during each of the presentations.**

**FACILITIES**

**PACGDC Grant Application Proposals**

**Delaine Hiney, Executive Director of Facilities, presented the Palo Alto County Gaming and Development Corporation grant application proposal for 2017. The proposal is a request for \$50,815.50 that will be combined with a College match of \$16,938.50 to purchase a Bobcat Toolcat that would be used for snow removal at the Smith Wellness Center, Emmetsburg Library and College Library. Following the presentation, a motion was made by Bob Jennings, with a second by Todd Johnson, to approve the proposals as presented.**

**The vote was called:**

**Ayes: Jennings, Johnson, Goeken, Kinnander & Kibbie.**

**Nays: None.**

**Absent: Fuhrman & Lund.**

**Motion was approved by unanimous vote.**

**Facilities Update**

**Delaine Hiney, Executive Director of Facilities, updated the Board on the Emmetsburg Campus Dining Services renovation, Algona Project, Estherville Fine Arts Center, Spirit Lake open house planned for December 14<sup>th</sup> at 10 am, and the Chava Turbine has been producing electricity having had minor adjustments. Chava officials feel that the turbine has come a long way despite some plaguing issues that have been remedied.**

**COMMUNITY & BUSINESS RELATIONS UPDATE**

**Donation**

**Jolene Rogers, Executive Director of Community & Business Relations, presented a donation from Raymond and Vicki Anderson Hakim in the amount of \$5,000. This is a donation made to the Oliver Anderson Memorial Scholarship, which is awarded to a student/athlete in the amount of \$2,000 per year for two years. This scholarship has been awarded since 2005 and is funded by periodic donations from the Anderson-Hakim Family. Following the presentation, a motion was made by Jane Nolan Goeken, with a second by Todd Johnson, to accept the donation as presented.**

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**The vote was called:**

**Ayes: Goeken, Johnson, Jennings, Kinnander & Kibbie.**

**Nays: None.**

**Absent: Fuhrman & Lund.**

**Motion was approved by unanimous vote.**

**260E New Jobs Training Preliminary Agreement**

**Jolene Rogers, Executive Director of Community & Business Relations, presented a 260E New Jobs Training Preliminary Agreement with a Clay County company. A motion was made by Jane Nolan Goeken, with a second by Todd Johnson, to approve the agreement as presented.**

**The vote was called:**

**Ayes: Goeken, Johnson, Jennings, Kinnander & Kibbie.**

**Nays: None.**

**Absent: Fuhrman & Lund.**

**Motion was approved by unanimous vote.**

**Jolene Rogers, Executive Director of Community & Business Relations, presented updates on the College and Foundation Annual Report, Launch Magazine has been delivered. The Ag Investment group gathered to hear the results of last year's projects and plans for the 2018 growing season. The Palo Alto County Dancing with the Stars Scholarship Event will be held on February 23 & 24, tickets as on sale and expected to sell out soon. Information about year-end giving opportunities and the was presented. The Board and those in attendance were encourage to visit the College website and Facebook page for more information on upcoming events.**

**TREASURERS REPORT / MONTHLY BILLS**

**A) Financial Report**

**B) Monthly Bills**

**Jeff Soper, Chief Financial Officer, presented the monthly bills and financial report for approval. A motion was made by Todd Johnson, with a second by Jane Nolan Goeken, to approve the financial report and payment of monthly bills as listed and presented.**

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The vote was called:

**Ayes: Johnson, Goeken, Jennings, Kinnander & Kibbie.**

**Nays: None.**

**Absent: Fuhrman & Lund.**

**Motion was approved by unanimous vote.**

**ORAL REPORTS**

**A) Iowa Association of Community College Presidents**

**Valerie Newhouse, College President, reported that the Iowa Association of Community College Presidents met on December 6, 2018. Discussed at the meeting were the state revenue report and Future Ready Iowa. On December 19 the Governor will provide a platform on livestock production & converting waste to energy and the facilities needed to accomplish this process.**

**B) Iowa Association of Community College Trustees**

**Bob Jennings, reported that the IACCT Board had met on December 6, 2018. IACCT will be sending out information on ROI discussion, Future Ready Iowa, and transfer degrees to assist members when communicating with legislators.**

**C) Trustee Comments**

**No comments were made.**

**FUTURE EVENTS**

**Board Vice-President Kibbie reviewed and informed the Board of upcoming College events. The next regular monthly Board meeting will be on Tuesday, January 16, 2018, beginning at 4:30 P.M. at the Administration Building.**

**ADJOURNMENT**

**Following closing comments, the meeting was adjourned at 5:08 P.M.**

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**Tony Condon, Board Secretary**