

**BOARD WORK SESSION  
IOWA LAKES COMMUNITY COLLEGE  
DECEMBER 18, 2018  
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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 7<sup>th</sup> Street, Estherville, IA at 4:00 P.M. on Tuesday, December 18, 2018, 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
Pat Kibbie	Vice President
Christopher Fuhrman	
Jane Nolan Goeken	
Bob Jennings	
Arden Kinnander	

**MEMBERS ABSENT**

Todd Johnson

**GUESTS**

Valerie Newhouse	College President
Cindy Oviatt	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 4:27 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 Administration Building, 19 South 7<sup>th</sup> Street, Estherville, IA, on Tuesday, December 18, 2018, beginning at 4:30 P.M.

**MEMBERS PRESENT**

Janice Lund	President
Pat Kibbie	Vice President
Christopher Fuhrman	
Jane Nolan Goeken	
Bob Jennings	
Arden Kinnander	
Valerie Newhouse	College President
Cindy Oviatt	Board Secretary

**MEMBERS ABSENT**

Todd Johnson

**GUESTS PRESENT**

Tom Brotherton, Beth Elman, Delaine Hiney, Robert Leifeld, Kathy Muller, Jolene Rogers, Jeff Soper, Lisa Stich, Julie Williams, Laura Haburn, Lecia Berven

**MEDIA PRESENT**

Mike Tidemann

**CALL TO ORDER**

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

**REVIEW AND APPROVAL OF AGENDA**

A motion was made by Arden Kinnander, with a second from Jane Nolan Goeken, to accept and approve the agenda as written.

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The vote was called:

Ayes: Kinnander, Goeken, Fuhrman, Jennings, Kibbie & Lund.

Nays: None.

Motion approved by unanimous vote.

**REVIEW AND APPROVAL OF MINUTES**

A motion was made by Bob Jennings, with a second from Pat Kibbie, to accept and approve the minutes of the November 20, 2018, regular board meeting as written.

The vote was called:

Ayes: Jennings, Kibbie, Goeken, Kinnander & Lund.

Nays: None

Abstain: Fuhrman

Motion approved.

**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 Jane Nolan Goeken, with a second by Bob Jennings, to approve the consent agenda as presented.

**Resignations:**

Kendra Lindloff, Director of Nursing, effective January 11, 2019.

Janet Leifeld, Adult Literacy/ESL Programmer, effective February 1, 2019.

**New Hires:**

Pam Rouse	Office Assistant	Administration	PT
Corey Meyer	Enrollment Coach	Estherville	FT
Paula Paulsen	Cook	Estherville	PT

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**Supplemental Contracts:**

As listed.

The vote was called:

Ayes: Goeken, Jennings, Fuhrman, Kinnander, Kibbie & Lund.

Nays: None.

Motion was approved by unanimous vote.

**IOWA LAKES REPORT**

**A) Goldman Sachs 10,000 Small Businesses**

Lisa Stich, Executive Dean of the Estherville Campus, introduced Professor Lecia Berven. Professor Berven provided information about the Goldman Sachs 10,000 Small Businesses program and her role with the program. Lecia applied to be an instructor and traveled to Boston for a week long intense training session. She will start teaching the program in January to the first class of 40 businesses in Iowa. The second cohort class will begin in April.

**FUTURE READY IOWA PROGRAMS**

Robert Leifeld, Vice President of Administration, presented information about submitting five Future Ready Iowa programs to Iowa Workforce Development. The five programs are Aviation, Business Administration, Veterinary Technician, Environmental Studies and Agriculture Production. Following the presentation, a motion was made by Chris Fuhrman, with a second by Pat Kibbie to submit the five Future Ready Iowa programs to Iowa Workforce Development as presented.

The vote was called:

Ayes: Fuhrman, Kibbie, Goeken, Jennings, Kinnander & Lund.

Nays: None.

Motion approved by unanimous vote.

**FACILITIES**

**A) Facilities Update**

Delaine Hiney, Executive Director of Facilities, presented a progress report on College facilities. Tyson performed an audit at the College farm and we received a great score. The Estherville Fine Arts facility construction continues to move forward. Underground electrical and plumbing are being installed in the mechanical and back stage areas. The building has been enclosed and is being heated.

**COMMUNITY & BUSINESS RELATIONS**

**A) Board Policy Exemption, Series #306 and #424**

Jolene Rogers, Executive Director of Community & Business Relations, requested an exemption for Board Policy, Series #306 and #424 for an event on May 23, 2019. Following the presentation a motion was made by Arden Kinnander, with a second by Jane Nolan Goeken to allow alcohol use at President's retreat and meal at the Sustainable Energy Resources and Technologies Center.

The vote was called:

Ayes: Kinnander, Goeken, Fuhrman, Jennings, Kibbie & Lund.

Nays: None.

Motion was approved by unanimous vote.

**B) Community & Business Relations Update**

Jolene Rogers, Executive Director of Community & Business Relations, provided an update. The combined College and Foundation Annual Report has gone to press and will be delivered in the five-county area soon. A few dancers for the Kossuth County Dancing with the Local Stars event are still needed. The Palo Alto County Dancing with the Local Stars group will begin practicing soon. "Secure Your Seat in the Spotlight" campaign for the Fine Arts center continues and there are still seats available.

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**TREASURER'S REPORT / MONTHLY BILLS**

- A) Financial Reports**
- B) Monthly Bills**

Jeff Soper, Chief Financial Officer, presented the monthly bills and the November financial report for approval. A motion was made by Arden Kinnander, with a second by Pat Kibbie, to approve the financial report and payment of monthly bills as listed and presented.

The vote was called:

Ayes: Kinnander, Kibbie, Fuhrman, Goeken, Jennings & Lund.

Nays: None.

Motion was approved by unanimous vote.

**ORAL REPORTS**

- A) Iowa Association of Community College Presidents**

The Presidents met on December 5 and discussed a statewide marketing campaign, Career Tech Education, and transfer majors.

- B) Iowa Association of Community College Trustees**

The Trustees met on December 6 and discussed the Future Ready Iowa plan and Goldman Sachs. The premier viewing event of the National Geographic Documentary Film, "Paris to Pittsburg", at the Sustainable Energy Resources and Technology Center drew a very nice crowd on December 12.

- C) Trustee Comments**

The Trustees wished everyone a Merry Christmas.

**FUTURE EVENTS**

Board President Lund reviewed the date and time of the next Board meeting on January 15, 2019.

**ADJOURNMENT**

Following no further discussion, the meeting was adjourned at 5:27 P.M.

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Cindy Oviatt, Board Secretary