

**BOARD WORK SESSION  
IOWA LAKES COMMUNITY COLLEGE  
DECEMBER 17, 2019  
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 7<sup>th</sup> Street, Estherville, IA at 4:00 P.M. on Tuesday, December 17, 2019, and prior to the regular monthly board meeting. The purpose of the public meeting and work session was to review the agenda for the regular monthly meeting and briefly discuss related topics.

**MEMBERS PRESENT**

Janice Lund	President
Pat Kibbie	Vice President
Christopher Fuhrman	
Bob Jennings	
Todd Johnson	
Arden Kinnander	

**MEMBERS ABSENT**

Jane Nolan Goeken

**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 adjourned at 4:18 P.M.

**REGULAR BOARD MEETING  
IOWA LAKES COMMUNITY COLLEGE  
DECEMBER 17, 2019  
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 Administration Building, 19 South 7<sup>th</sup> Street, Estherville, IA, on Tuesday, December 17, 2019, beginning at 4:30 P.M.

**MEMBERS PRESENT**

Janice Lund	President
Pat Kibbie	Vice President
Christopher Fuhrman	
Bob Jennings	
Todd Johnson	
Arden Kinnander	
Valerie Newhouse	College President
Cindy Oviatt	Board Secretary

**MEMBERS ABSENT**

Jane Nolan Goeken

**GUESTS**

Tom Brotherton, Beth Elman, Delaine Hiney, Robert Leifeld, Kathy Muller, Jolene Rogers, Jeff Soper, Julie Williams, Laura Haburn, Autumn Larsen

**MEDIA PRESENT**

Mike Tidemann

**CALL TO ORDER**

Board President Janice Lund called the meeting to order at 4:30 P.M.

**REVIEW AND APPROVAL OF AGENDA**

Todd Johnson made a motion, with a second from Arden Kinnander, to accept and approve the agenda as written.

Motion carried.

**REGULAR BOARD MEETING  
IOWA LAKES COMMUNITY COLLEGE  
DECEMBER 17, 2019  
PAGE 3**

---

**REVIEW AND APPROVAL OF MINUTES**

A motion was made by Bob Jennings, with a second from Todd Johnson, to accept and approve the minutes of the November 19, 2019, regular board meeting as written.

Motion carried.

**DELEGATIONS, PUBLIC COMMENT AND COMMUNICATIONS**

None.

**ACCEPTANCE OF ELECTION RESULTS**

Cindy Oviatt, Board Secretary, presented the results of the school elections held on November 5, 2019, as certified by the Dickinson County Auditor/Commissioner of Elections. Four Board members were elected to a four-year term each, with the results as follows:

Janice Lund	District 2	Term Expires 2023
Jane Nolan Goeken	District 4	Term Expires 2023
Arden Kinnander	District 1	Term Expires 2023
Todd Johnson	District 5	Term Expires 2023

A motion was made by Chris Fuhrman, with a second from Pat Kibbie, to accept the election results.

The vote was called:

Ayes: Fuhrman, Kibbie, Johnson, Jennings, Kinnander and Lund.

Nays: None.

Absent: Goeken

Motion was approved by unanimous vote.

**ADJOURNMENT OF OLD BOARD**

President Janice Lund adjourned the regular board meeting at 4:31 P.M.

**CALL TO ORDER OF NEW BOARD / ORGANIZATIONAL MEETING**

Cindy Oviatt, Board Secretary, called the meeting of the new board to order at 4:31 P.M.

**OATH OF OFFICE**

Cindy Oviatt, Board Secretary, administered the oath of office to Janice Lund, Arden Kinnander and Todd Johnson, in accordance with the Code of Iowa, Section 277.28. Each trustee responded affirmatively and was verified as taking office. Jane Nolan Goeken was administered the oath of office on December 16, 2019.

**NOMINATIONS FOR BOARD PRESIDENT**

A motion was made by Bob Jennings, with a second from Todd Johnson, to nominate and elect Janice Lund as Board President.

Motion carried.

**NOMINATIONS FOR BOARD VICE PRESIDENT**

A motion was made by Arden Kinnander, with a second by Chris Fuhrman, to nominate and elect Pat Kibbie as Board Vice President.

Motion carried.

**APPOINTMENTS OF ATTORNEY, SECRETARY & TREASURER**

A motion was made by Pat Kibbie, with a second from Chris Fuhrman, to approve the appointments of Attorney, Secretary and Treasurer as presented below:

Attorney – Scot Bauermeister, Fitzgibbons Law Office  
Secretary – Cindy Oviatt  
Treasurer – Jeff Soper

Motion carried.

**APPOINTMENT OF COMMITTEES**

The committee appointments is tabled until the January 14, 2020 meeting.

**DESIGNATION OF DEPOSITORY INSTITUTIONS**

A motion was made by Arden Kinnander, with a second by Pat Kibbie to accept the list of depository institutions as presented.

Motion carried.

**DESIGNATION OF DEPOSITORY SIGNATORIES**

A motion was made by Todd Johnson, with a second from Bob Jennings to accept and approve the depository signatories. Those signers are Board President, Janice Lund; Board Secretary, Cindy Oviatt; Board Treasurer, Jeff Soper and Business Manager, Heidi Skattebo.

Motion carried.

**SPECIAL RECOGNITION RECOMMENDATION**

A motion was made by Bob Jennings, with a second by Pat Kibbie, to name the Performing Arts Facility after Janice K. Lund, in honor of her 27 years of service as a Board member, Foundation Board member, Building Committee member, and for being a strong advocate for the facility all 27 years of her service at Iowa Lakes Community College.

Motion carried.

**REGULAR BOARD MEETING  
IOWA LAKES COMMUNITY COLLEGE  
DECEMBER 17, 2019  
PAGE 6**

---

**PERSONNEL / CONSENT AGENDA**

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

Following information provided by Kathy Muller, Executive Director of Human Resources, a motion was made by Todd Johnson, with a second by Janice Lund to approve the consent agenda and supplemental contracts as presented.

**Resignation:**

Heather Sweet, Nursing Instructor, effective December 31, 2019.

**Position Change:**

Weston Miller from part-time Talent Search Advisor to Computer Program & Game Design Instructor/Coordinator.

**New Hires:**

Kaden Huntrods	Enrollment Coach & Head Swim Coach	Emmetsburg	FT
Dwayne Hoss	Assistant Chief Flight Inst.	Estherville	FT
DeNeitt VanDenBroeke	RSVP Coordinator	Spirit Lake	PT
Raeonna Sikora	Head Life Guard/ Pool Monitor	Emmetsburg	PT

Motion carried.

**IOWA LAKES REPORT**

**A) Work-based Learning**

Robert Leifeld, Vice President of Administration, introduced Autumn Larsen, Intermediary Connections Coordinator. Autumn presented information regarding the Work-based Learning program and connecting the colleges high school teachers and students with area businesses. She connects students with job shadowing opportunities to area businesses, hosts mock interviews, exploration days, aviation day, health care exploration day, and career day along with other activities.

**FACILITIES**

**A) Facilities Update**

Delaine Hiney, Executive Director of Facilities Management, provided an update and shared photos on the progress of the Performing Arts facility.

**TREASURER'S REPORT / MONTHLY BILLS**

**A) Financial Reports**

**B) Monthly Bills**

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

Motion carried.

**C) Course Fees**

Jeff Soper, Chief Financial Officer, presented the course fees for approval. A motion was made by Bob Jennings, with a second by Arden Kinnander, to approve the course fees as listed and presented.

Motion carried.

**ORAL REPORTS**

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

College President Valerie Newhouse reported on the President's meeting held earlier this month. Topics discussed included a report from Debbie Durham regarding population decline and a new marketing campaign, workforce training for incarcerated individuals and a lobbying report.

**REGULAR BOARD MEETING  
IOWA LAKES COMMUNITY COLLEGE  
DECEMBER 17, 2019  
PAGE 8**

---

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

Board President Janice Lund reported on the Trustees meeting. Some of the topics on the agenda were legislation with the Department of Education, 260E Agreements, Student Legislative Event and a meeting with Governor Reynolds.

**C) Trustee Comments**

No comments.

**ADJOURNMENT**

Following no further discussion, the meeting was adjourned at 5:12 P.M.

---

Cindy L. Oviatt, Board Secretary