

**BOARD WORK SESSION
IOWA LAKES COMMUNITY COLLEGE
FEBRUARY 20, 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 7th Street, Estherville, IA at 4:00 P.M. on Tuesday, February 20, 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

Pat Kibbie, Vice President
Bob Jennings
Chris Fuhrman
Jane Nolan Goeken
Jan Lund (via phone)

MEMBERS ABSENT

Arden Kinnander
Todd Johnson

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 4:23 P.M.

**REGULAR BOARD MEETING
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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 7th Street, Estherville, IA, on Tuesday, February 20, 2018, beginning at 4:30 P.M.

MEMBERS PRESENT

**Pat Kibbie, Vice President
Bob Jennings
Jane Nolan Goeken
Chris Fuhrman
Jan Lund (via phone)**

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

MEMBERS ABSENT

**Arden Kinnander
Todd Johnson**

GUESTS PRESENT

Kathy Muller, Jane Campbell, Tom Brotherton, Jolene Rogers, Robert Leifeld, Cindy Oviatt, Jeff Soper, Delaine Hiney, Lisa Stich, Julie Williams, Laura Haburn, Trudy Ahrens, Stacey Geerdes, Sherry Titterington, Keeven Long, Chelsea Cave, Derrick Feldhans and Nate Benson.

MEDIA PRESENT

None.

CALL TO ORDER

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

REVIEW AND APPROVAL OF AGENDA

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

The vote was called:

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

Nays: None.

Absent: Kinnander and Johnson.

Motion approved by unanimous vote.

REVIEW AND APPROVAL OF MINUTES

A motion was made by Jane Nolan Goeken, with a second by Bob Jennings, to accept and approve the minutes of the January 16, 2018 regular board meeting as written.

The vote was called:

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

Nays: None.

Absent: Johnson and Kinnander.

Motion approved by unanimous vote.

DELEGATIONS, PETITIONS, & COMMUNICATIONS

None.

TREASURERS REPORT / MONTHLY BILLS

A) FY 17 Audit Report

Jeff Soper, Chief Financial Officer, introduced Sherry Titterington, Williams & Co., to present the FY 17 Audit Report. Following the report, a motion was made by Chris Fuhrman, with a second by Jane Nolan Goeken, to approve the FY 17 Audit Report as presented.

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The vote was called:

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

Nays: None.

Absent: Johnson and Kinnander.

Motion approved by unanimous vote.

B) Financial Report

C) Monthly Bills

Jeff Soper, Chief Financial Officer, presented the monthly bills and financial report for approval. A motion was made by Bob Jennings, with a second by Chris Fuhrman, to approve the financial report and payment of monthly bills as listed and presented.

The vote was called:

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

Nays: None.

Absent: Johnson and Kinnander.

Motion approved by unanimous vote.

D) Campus Housing and Meal Plan Rates FY 19

Jeff Soper, Chief Financial Officer, presented the Campus Housing and Meal Plan Rates for FY 19. Following the presentation, a motion was made by Jane Nolan Goeken, with a second by Bob Jennings, to approve the housing and meal plan rates for FY 19 as presented.

The vote was called:

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

Nays: None.

Absent: Johnson and Kinnander.

Motion approved by unanimous vote.

E) Public Hearing – FY 19 Published Budget

Jeff Soper, Chief Financial Officer, held a public hearing for the FY 19 published budget. There were no comments, written or oral, received. Following the presentation of the FY 19 Published Budget a motion was made by Pat Kibbie, with a second by Bob Jennings, to approve the FY 19 Published Budget as presented.

The vote was called:

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

Nays: None.

Absent: Johnson and Kinnander.

Motion approved by unanimous vote.

PERSONNEL / CONSENT AGENDA

A) Quality Faculty Plan

Kathy Muller, Executive Director of Human Resources, presented the Quality Faculty Plan as revised by the Quality Faculty Plan Committee. Following the presentation and review of changes a motion was made by Jane Nolan Goeken, with a second by Bob Jennings, to approve the Quality Faculty Plan as presented.

The vote was called:

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

Nays: None.

Absent: Johnson and Kinnander.

Motion approved by unanimous vote.

B) Consent Agenda

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

New Hires: None.

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Position Change:

Janet Leifeld from Part-time STEM Office Associate to Full-time Adult Education and Literacy Programmer.

Resignations: None.

Supplemental Contracts as listed.

The vote was called:

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

Nays: None.

Absent: Johnson and Kinnander.

Motion approved by unanimous vote.

IOWA LAKES REPORT

Julie Williams, Executive Dean of Students, introduced Trudy Ahrens, TRIO/SSS Director, who gave a brief presentation on the TRIO/SSS, Upward Bound and Talent Search programs. The Board took the opportunity to ask questions following the presentation. Current and former program students, Keeven Long, Chelsea Cave, Derrick Feldhans, Nate Benson and Stacey Geerdes were introduced and provided the positive experiences they have had with the programs, what their plans are for after/since graduation and how the programs have influenced their educational path. The Board took the opportunity to ask several questions.

COMMUNITY & BUSINESS RELATIONS

A) Preliminary 260E Agreements

Jolene Rogers, Executive Director, Community & Business Relations, presented 260E Agreement with a company who is located in Emmet County. A motion was made by Bob Jennings, with a second by Jane Nolan Goeken, to approve the 260E agreement as presented.

The vote was called:

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

Nays: None.

Absent: Johnson and Kinnander.

Motion approved by unanimous vote.

B) Community & Business Relations Update

Jolene Rogers, Executive Director, Community & Business Relations, presented reports on the Institutional Advancement Office, Foundations, Workforce Training and Economic Development. Items in the report included updates on the scholarship process, Foundation Board meetings, Athletic Hall of Fame and 260F Projects. Upcoming scholarship event will be the Palo Alto County Dancing with the Stars event held in Emmetsburg at the Wild Rose Casino on February 23 & 24 followed by the Kossuth County Dancing with the Stars event in Algona on March 3 & 4 with the proceeds to fund their respective county scholarships.

FACILITIES

A) Board Policy #424 Revision – First Reading

Delaine Hiney, Executive Director, Facilities, introduced revisions to Board Policy #424. The following was read as the recommended policy:

“To maintain an atmosphere conducive to the learning process, eliminate potential safety hazards, and to comply with the State of Iowa and the Smoke Free Air Act of 2008, the buildings, property and vehicles of Iowa Lakes Community College shall be free of tobacco and smoke. This includes the use of smokeless tobacco and use of e-cigarettes.

The Board of Trustees also prohibits the use or consumption of alcohol on College property at any time except at those times and places specifically approved by the Board of Trustees in accordance with the laws of the State of Iowa.”

Following the reading of the recommended Board Policy #424, a motion was made by Bob Jennings, with a second by Jane Nolan Goeken, to approve the first reading and waive the second reading to allow the policy to be approved immediately.

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The vote was called:

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

Nays: None.

Absent: Johnson and Kinnander.

Motion approved by unanimous vote.

B) Facilities Update

Delaine Hiney, Executive Director, Facilities, provided an update of projects including the Emmetsburg Student Services Center and Food Service, Performing Arts Center and the Algona addition.

Board Policy Review

Following the presentation of the Board Policy Review by Tony Condon, Board Secretary, a motion was made by Jane Nolan Goeken, with a second by Pat Kibbie to approve the Board Policy Review as presented including the revision to Board Policy #424 approved earlier in the meeting.

The vote was called:

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

Nays: None.

Absent: Johnson and Kinnander.

Motion approved by unanimous vote.

ORAL REPORTS

A) Iowa Association of Community College Presidents

Valerie Newhouse, College President, reported the statewide community college presidents met on January 25, 2018. A summary of the meeting was presented to the Board. At the meeting, discussions were held about the proposed cuts of appropriations to community colleges, Future Ready Iowa and Accreditation.

B) Iowa Association of Community College Trustees

No Report.

C) Trustee Comments

Pat Kibbie welcomed Jan Lund back to the Board meetings.

Jan Lund expressed her thanks to all the Trustees, Administration and Staff for the thoughts and prayers during her recent illness and hospitalization.

FUTURE EVENTS

Board Vice President Kibbie reviewed and informed the Board of the next regular Board Meeting and workday on March 20, 2018 at the SERT Center, 2421 7th Ave. South, Estherville, IA.

ADJOURNMENT

Following closing comments, the meeting was adjourned at 5:07 P.M.

Tony Condon, Board Secretary