

**BOARD WORK SESSION
IOWA LAKES COMMUNITY COLLEGE
JUNE 20, 2017
PAGE 1**

BOARD WORK SESSION

SPENCER CAMPUS

4:00 P.M.

The Board of Trustees of Iowa Lakes Community College met in Room 109 at the Iowa Lakes Community College Spencer Campus, 1900 Grand Avenue, Spencer, IA at 4:00 P.M. on Tuesday, June 20, 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
Pat Kibbie, Vice President
Christopher Fuhrman
Jane Nolan Goeken
Arden Kinnander
Bob Jennings
Todd Johnson

MEMBERS ABSENT

None

GUESTS

Valerie Newhouse, College President
Tony Condon, Board Secretary

MEDIA

Colin Van Westen, Daily Reporter

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 4:17 P.M.

**REGULAR BOARD MEETING
IOWA LAKES COMMUNITY COLLEGE
JUNE 20, 2017
PAGE 2**

The Board of Trustees of Iowa Lakes Community College met in regular session in Room 108 at the Iowa Lakes Community College Spencer Campus, 1900 Grand Avenue, Spencer, IA, on Tuesday, June 20, 2017, beginning at 4:30 P.M.

MEMBERS PRESENT

**Janice Lund, President
Pat Kibbie, Vice President
Jane Nolan Goeken
Arden Kinnander
Bob Jennings
Christopher Fuhrman
Todd Johnson**

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

MEMBERS ABSENT

None.

GUESTS PRESENT

Jane Campbell, Delaine Hiney, Scott Stokes, Julie Williams, Kathy Muller, Cindy Oviatt, Mary Faber, Jeff Soper, Tom Brotherton, Robert Leifeld, Darrell Todd, Jan Kamies, Tammy Rozeboom, Jacque Carstens, Dana Grafft, Mary Westphalen, Ann Wimmer, Roger Ingledue, Caley Holman and Andrew Wimmer.

MEDIA PRESENT

Colin Van Westen, Daily Reporter.

CALL TO ORDER

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

REVIEW AND APPROVAL OF AGENDA

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

The vote was called:

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

Nays: None.

Motion approved by unanimous vote.

REVIEW AND APPROVAL OF MINUTES

A motion was made by Todd Johnson, with a second from Christopher Fuhrman, to accept and approve the minutes of the May 16, 2017 regular board meeting as written.

The vote was called:

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

Nays: None.

Motion approved by unanimous vote.

DELEGATIONS, PETITIONS, & COMMUNICATIONS

None.

IOWA LAKES REPORT

Scott Stokes, Vice President of Administration, introduced Mary Faber, Spencer Campus Supervisor. Mary introduced the Spencer staff and gave a brief report on the activities at the Spencer Campus. Dana Grafft, Surgical Technology Coordinator, gave a report on the Surgical Technology Program. Mary Westphalen, Surgical Technology part time Clinical Coordinator and alum, told about her experiences since graduating from the program in 2000. She has been working at the Orange City Hospital and assisting the Surgical Technology Program by providing lab supervision recently. Her ability to help students and

**REGULAR BOARD MEETING
IOWA LAKES COMMUNITY COLLEGE
JUNE 20, 2017
PAGE 4**

stay current in the workforce has been a tremendous help to her career and the lab experience our students are provided. Caley Holman, Surgical Technology student, was introduced and told the Board about her decision to enroll in the Surgical Technology Program and the job opportunities that are available. Andrew Wimmer, Surgical Technolgy alum, visited with the Board about his degree and how it enabled him to secure his current job with an implant manufacturer as a technical expert. The Board took the opportunity to ask questions following the report.

PERSONNEL / CONSENT AGENDA

A) Resignations/New Hires/Contracts

Following the information presented by Kathy Muller, Executive Director of Human Resources, a motion was made by Arden Kinnander, with a second from Bob Jennings, to accept and approve the following items:

Resignations: Molly Hamilton, Work-based Learning Supervisor,
effective July 31, 2017.

Lea Hartigan, Volleyball Coach/Success Center Instructor,
effective June 30, 2017.

Position Change: Robert Leifeld, From Executive Dean of the Estherville Campus to
Vice President of Administration, effective July 1, 2017.

New Hires: Jennifer Peterson, FT Educational Technologist, Collegewide.
Rachel Higgins, FT, Social Science Instructor, Estherville.
Mark Rosenberg, FT Graphic Design Instructor/Coor., Estherville.

Supplemental Contracts: As Listed.

The vote was called:

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

Nays: None.

Motion was approved by unanimous vote.

FACILITIES

A) Change Order #1 – Gateway Roof Project

Delaine Hiney, Executive Director of Facilities, presented Change Order #1 for the Gateway Roof Project. The change order is an addition of \$43,039 and includes gyp deck replacement and repairs for the amount of \$21,105 and \$36,540. It also includes two deductions for revising the metal panel colors (\$8,700) and eliminating metal pans and steel angles at the roof drains for a deduction of (\$5,906) for a total change of \$43,039. Following the presentation and discussion a motion was made by Jane Nolan Goeken, with a second by Todd Johnson, to approve Change Order #1 for the Gateway Roof Project and authorize the college president to sign any and all documents.

The vote was called:

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

Nays: None.

Motion was approved by unanimous vote.

B) Facilities Update

Delaine Hiney, Executive Director of Facilities, presented updates on the Emmetsburg Student Services Center Project, Beef Training Center storm damage, Algona ground breaking, Fine Arts ground breaking, Spirit Lake Campus renovations, and the Chava Turbine.

TREASURER’S REPORT / MONTHLY BILLS

A) Financial Report

B) Monthly Bills

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

**REGULAR BOARD MEETING
IOWA LAKES COMMUNITY COLLEGE
JUNE 20, 2017
PAGE 6**

The vote was called:

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

Nays: None.

Motion was approved by unanimous vote.

C) Dormitory System Fund Budget

Jeff Soper, Chief Financial Officer, presented the annual Dormitory System Fund Budget. Following the presentation, a motion was made by Arden Kinnander, with a second by Todd Johnson, to approve the Dormitory System Fund Budget as presented.

The vote was called:

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

Nays: None.

Motion was approved by unanimous vote.

D) FY '18 Operational Budget

Jeff Soper, Chief Financial Officer, presented the FY '18 Operational Budget. Following the presentation, a motion was made by Jane Nolan Goeken, with a second by Arden Kinnander, to approve the FY '18 Operational Budget as presented.

The vote was called:

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

Nays: None.

Motion was approved by unanimous vote.

E) Preliminary 260E Agreements

Jeff Soper, Chief Financial Officer, presented preliminary 260E agreements for the Board's consideration. Following the presentation and discussion, a motion was made by Bob Jennings, with a second by Arden Kinnander, to approve the Preliminary 260E Agreements as presented.

**REGULAR BOARD MEETING
IOWA LAKES COMMUNITY COLLEGE
JUNE 20, 2017
PAGE 7**

The vote was called:

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

Nays: None.

Motion was approved by unanimous vote.

F) Donation

Jeff Soper, Chief Financial Officer, presented a donation from Megger for the Electrical Technology Program. The donation is for a DLRO200 ohmmeter that will be used to test currents from 10 amps up to 200 amps. This equipment is very versatile and will benefit our students. The value of the donation is \$6,900 as determined by the donor. Following the presentation, a motion was made by Chris Fuhrman, with a second by Pat Kibbie, to accept the donation as presented.

The vote was called:

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

Nays: None.

Motion was approved by unanimous vote.

ORAL REPORTS

A) Iowa Association of Community College Presidents

College President Valerie Newhouse reported that IACCP held their annual retreat in May. Their next meeting will be held during the IACCT Conference on July 19-21.

B) Iowa Association of Community College Trustees

Jan Lund, Board President, reported that the IACCT Board met to discuss the legislative priorities they received from the IACCP. The Board's next meeting will be held in July, during the IACCT Conference.

C) Trustee Comments

None.

**REGULAR BOARD MEETING
IOWA LAKES COMMUNITY COLLEGE
JUNE 20, 2017
PAGE 8**

ADJOURNMENT

Following no further discussion, the meeting was adjourned at 5:18 P.M.

Tony Condon, Board Secretary