

**BOARD WORK SESSION  
IOWA LAKES COMMUNITY COLLEGE  
JULY 17, 2018  
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**BOARD WORK SESSION**

**ALGONA CAMPUS**

**4:00 P.M.**

The Board of Trustees of Iowa Lakes Community College met in Room 10 at the Iowa Lakes Community College Algona Campus, 2111 Highway 169 North, Algona, IA at 4:00 P.M. on Tuesday, July 17, 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
Christopher Fuhrman	
Jane Nolan Goeken	
Bob Jennings	
Todd Johnson	
Arden Kinnander	

**MEMBERS ABSENT**

Pat Kibbie	Vice President
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**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 Room 16 at the Iowa Lakes Community College Algona Campus, 2111 Highway 169 North, Algona, IA, on Tuesday, July 17, 2018, beginning at 4:30 P.M.

**MEMBERS PRESENT**

Janice Lund	President
Christopher Fuhrman	
Jane Nolan Goeken	
Bob Jennings	
Todd Johnson	
Arden Kinnander	
Valerie Newhouse	College President
Cindy Oviatt	Board Secretary

**MEMBERS ABSENT**

Pat Kibbie	Vice President
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**GUESTS PRESENT**

Delaine Hiney, Julie Williams, Kathy Muller, Jeff Soper, Tom Brotherton, Robert Leifeld, Lisa Stich, Jolene Rogers, Beth Elman, Theresa Waechter, Bryan Nelson, Shelly Brown, Pam Harnden, Dawn Bernhard, Raechel Fox and Suzanne Stoffel.

**MEDIA PRESENT**

None

**CALL TO ORDER**

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

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**REVIEW AND APPROVAL OF AGENDA**

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

The vote was called:

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

Nays: None.

Motion approved by unanimous vote.

**REVIEW AND APPROVAL OF MINUTES**

A motion was made by Todd Johnson, with a second from Jane Nolan Goeken, to accept and approve the minutes of the June 19, 2018 regular board meeting as written.

The vote was called:

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

Nays: None.

Motion approved by unanimous vote.

**DELEGATIONS, PETITIONS, & COMMUNICATIONS**

None.

**IOWA LAKES REPORT**

Robert Leifeld, Vice President of Administration, introduced Theresa Waechter, Algona Campus Supervisor. Theresa introduced the Algona staff and gave a brief report on the activities at the Algona Campus including the upcoming Kossuth County Fair.

Secondary Broadcast Media Associate Professor, Bryan Nelson, gave an update on his program. Highlights include the Broadcast Program 20<sup>th</sup> anniversary at the Algona High School, Skills USA, and the large amount of broadcasts completed in 20 years. The board took the opportunity to ask questions following the report.

**INSTITUTIONAL ADVANCEMENT**

**A) Strategic Plan**

Robert Leifeld, Vice President of Administration, presented the 2019-2023 Strategic Plan for the board's consideration. Following the discussion, a motion was made by Chris Fuhrman, with a second by Bob Jennings, to approve the Strategic Plan as presented.

The vote was called:

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

Nays: None.

Motion was approved by unanimous vote.

**B) Proposed Cosmetology Program**

Iowa Lakes Community College submitted a Notice of Intent with the Iowa Department of Education and has received approval to move forward with a full program application. Robert Leifeld, Vice President of Administration, asked the Board for approval to support the full program submission, which is the next step in this process. Following the discussion, a motion was made by Arden Kinnander, with a second by Todd Johnson, to submit the full program submission as presented.

The vote was called:

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

Nays: None.

Motion was approved by unanimous vote.

**PERSONNEL / CONSENT AGENDA**

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

Kathy Muller, Executive Director of Human Resources, presented the consent agenda for approval. Following the presentation, a motion was made by Jane

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Nolan Goeken, with a second by Arden Kinnander, to approve the consent agenda as presented.

**New Hires:**

Dawn Kollasch	Allied Health	Emmetsburg	FT
Dee Johnson	Office Associate	Estherville	FT
Karie Sebens	Nursing Instructor	Emmetsburg	FT

**Supplemental Contracts:**

As listed.

The vote was called:

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

Nays: None.

Motion was approved by unanimous vote.

**COMMUNITY & BUSINESS RELATIONS**

**A) Community & Business Relations Update**

Jolene Rogers, Executive Director of Community & Business Relations, provided an update on various areas. The College Launch Magazine is at the printer. Continuing Education is preparing for the year end and reviewing enrollment records. The Foundation quarterly meeting was held, the Coca-Cola beverage machines have arrived, Dining Services have refillable mugs and the Heldt-Laker Scholarship Golf outing was Friday. The Alumni & Friends and Century Club memberships letters will be sent next week and the startup of the Laker Kids Club is a joint venture between Athletics and the Foundation.

**FACILITIES**

**A) Facilities Update**

Delaine Hiney, Executive Director of Facilities, presented updates on College facilities. The damaged Beef Facility is now fixed, and the Chava turbine blade is expected to be

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repaired on July 18. Delaine shared the construction progress on the Estherville Fine Arts facility and the anticipated Algona Campus project completion date. Delaine invited the Board for a tour of the Algona project following the meeting.

**TREASURER'S REPORT / MONTHLY BILLS**

**A) Monthly Bills**

Jeff Soper, Chief Financial Officer, presented the monthly bills for approval. No financial report was given and the June and July financial reports will be presented at the August meeting. A motion was made by Arden Kinnander with a second by Chris Fuhrman, to approve the payment of monthly bills as listed and presented.

The vote was called:

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

Nays: None.

Motion was approved by unanimous vote.

**ORAL REPORTS**

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

The President's will meet on Friday.

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

The Trustees will meet on Friday.

**C) Trustee Comments**

The Board thanked Theresa Waechter for hosting the meeting at the Algona Campus.

**ADJOURNMENT**

Following no further discussion, the meeting was adjourned at 5:17 P.M.

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Cindy Oviatt, Board Secretary