

**BOARD WORK SESSION  
IOWA LAKES COMMUNITY COLLEGE  
JULY 16, 2019  
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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 38 at the Iowa Lakes Community College Algona Campus, 2111 Hwy. 69 North, Algona, IA at 4:00 P.M. on Tuesday, July 16, 2019, 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 briefly discuss related topics.

**MEMBERS PRESENT**

Janice Lund	President
Pat Kibbie	Vice President
Jane Nolan Goeken	
Bob Jennings	
Todd Johnson	
Arden Kinnander	

**ABSENT**

Christopher Fuhrman

**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 4:23 P.M.

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The Board of Trustees of Iowa Lakes Community College met in Rooms 33 & 35 at the Iowa Lakes Community College Algona Campus, 2111 Hwy. 69 North, Algona, IA on Tuesday, July 16, 2019, beginning at 4:30 P.M.

**MEMBERS PRESENT**

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

**ABSENT**

Christopher Fuhrman

**GUESTS PRESENT**

Tom Brotherton, Beth Elman, Delaine Hiney, Robert Leifeld, Kathy Muller, Jolene Rogers, Jeff Soper, Scott Stokes, Julie Williams, Theresa Waechter, Julie Penning, Sue Stoffel, Shelly Brown, Dawn Kollasch, Chantel Teeter and Terry Kinseth

**MEDIA PRESENT**

None

**CALL TO ORDER**

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

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**REVIEW AND APPROVAL OF AGENDA**

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

Motion approved.

**REVIEW AND APPROVAL OF MINUTES**

A motion was made by Todd Johnson, with a second from Pat Kibbie, to accept and approve the minutes of the June 18, 2019, regular board meeting as written. Arden Kinnander abstained.

Motion approved.

**DELEGATIONS, PETITIONS, & COMMUNICATIONS**

None.

**PERSONNEL / CONSENT AGENDA**

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

Following information provided by Kathy Muller, Executive Director of Human Resources, a motion was made by Bob Jennings, with a second by Jane Nolan Goeken, to approve the consent agenda and supplemental contracts as presented.

**Resignations:**

Laura Hoffman, Institutional Researcher, effective July 12, 2019

Miranda Gebhart, Nursing Instructor, effective July 31, 2019

**Position Changes:**

Stacey Geerdes from Talent Search Advisor to Agriculture Technology Instructor  
Regina Marquez from part-time High School Partnership Office Associate to full-time Financial Aid Office Associate

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**New Hires:**

Maria Lopez	AEL/ESL Instructor	Emmetsburg	PT
Dan Dooley	Maintenance	Emmetsburg	FT
Zachary Kizer	Speech Instructor	Emmetsburg	FT

**Supplemental Contracts:**

As listed.

Motion approved.

**COMMUNITY & BUSINESS RELATIONS**

**A) 260E New Jobs Training Preliminary Agreement**

Jolene Rogers, Executive Director of Community & Business Relations, presented a 260E New Jobs Training Preliminary Agreement for Board approval. Following the presentation, a motion was made by Arden Kinnander, with a second from Pat Kibbie, to approve the 260E New Jobs Training Preliminary Agreement as presented.

Motion carried.

**B) Donation**

Jolene Rogers, Executive Director of Community & Business Relations, presented a scholarship donation of \$29,656.04 from the Merlin Hovick family. The donation will support students from the North Union School District. Following the presentation, a motion was made by Todd Johnson, with a second from Arden Kinnander, to accept the donation as presented.

Motion carried.

**C) Community & Business Relations Update**

Jolene Rogers, Executive Director of Community & Business Relations, provided information to the board. The Foundation held their quarterly meeting recently and it's been a year since the college switched to Coca Cola products. The Heldt-Laker Golf Event was held on July 12. The Scholarship Foundation Executive Committee will meet on August 5 for their quarterly meeting. Launch, the college magazine, is at the printer now. The Alumni & Friends Association and the Century Club membership letters will go out next week.

**IOWA LAKES REPORT**

**A) Algona Campus Operations – Theresa Waechter**

Robert Leifeld, Vice President of Administration, introduced Theresa Waechter, Algona Campus Supervisor, who introduced the staff and gave a brief report on the activities at the Algona Campus. Dawn Kollasch presented information on the CNA program at the Algona Campus and Chantel Teeter presented information about the classes and partnership with Kossuth County high schools. The Board took the opportunity to ask questions following the presentation.

**FACILITIES UPDATE**

**A) Facilities Update**

Delaine Hiney, Executive Director of Facilities Management, provided an update. Summer graduation is next Friday in Emmetsburg. The summer maintenance crew has been busy painting the Spencer dorms and Emmetsburg's Catamaran and Spinnaker dorms. At the Algona campus, the exterior was painted to match the other college facilities. Progress continues on the Estherville Performing Arts building.

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**TREASURER'S REPORT / MONTHLY BILLS**

**A) Monthly Bills**

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

Motion was approved.

**ORAL REPORTS**

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

College President Valerie Newhouse reported that the Presidents will meet next week at the annual IACCT Conference.

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

Janice Lund reported that the Trustees will also meet next week at the annual IACCT Conference.

**C) Trustee Comments**

The Trustees welcomed Scott Stokes and gave a thank you to Theresa Waechter and her staff for the warm welcome to the Algona campus.

**FUTURE EVENTS**

The next regular monthly Board meeting will be on Tuesday, August 20, 2019, at the Administration Building, 19 South 7<sup>th</sup> Street, Estherville, Iowa.

- 4:00 P.M. Board Work Session
- 4:30 P.M. Board Meeting

**ADJOURNMENT**

Following no further discussion, the meeting adjourned at 4:58 P.M.

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Cindy L. Oviatt, Board Secretary