

**BOARD WORK SESSION
IOWA LAKES COMMUNITY COLLEGE
JUNE 19, 2018
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 19, 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
Pat Kibbie	Vice President
Christopher Fuhrman	
Jane Nolan Goeken	
Bob Jennings	
Todd Johnson	
Arden Kinnander	

MEMBERS ABSENT

None

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 4:25 P.M.

**REGULAR BOARD MEETING
IOWA LAKES COMMUNITY COLLEGE
JUNE 19, 2018
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 19, 2018, beginning at 4:30 P.M.

MEMBERS PRESENT

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

MEMBERS ABSENT

None

GUESTS PRESENT

Jane Campbell, Delaine Hiney, Julie Williams, Kathy Muller, Jeff Soper, Tom Brotherton, Robert Leifeld, Lisa Stich, Jolene Rogers, Mary Faber, Darrell Todd, Dana Grafft, Roger Ingledue, Teresa Ball, Blake Viedenkamp, Tom Blair, Katherine Pearce, Michael Wampler, Val Curry, and Candius Gibbons

MEDIA PRESENT

Colin Van Westen, Spencer Daily Reporter

CALL TO ORDER

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

**REGULAR BOARD MEETING
IOWA LAKES COMMUNITY COLLEGE
JUNE 19, 2018
PAGE 3**

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, Kibbie, & 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 May 17, 2018 regular board meeting as written.

The vote was called:

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

Nays: None.

Motion approved by unanimous vote.

DELEGATIONS, PETITIONS, & COMMUNICATIONS

None.

IOWA LAKES REPORT

Robert Leifeld, Vice President of Administration, introduced Mary Faber, Spencer Campus Director. Mary introduced the Spencer staff and gave a brief report on the activities at the Spencer Campus. Student Candius Gibbons, told about her experiences in the Accounting program while attending the Spencer Campus. The board took the opportunity to ask questions following the report.

**REGULAR BOARD MEETING
IOWA LAKES COMMUNITY COLLEGE
JUNE 19, 2018
PAGE 4**

HEAD START CONTRACT

Tom Brotherton, Executive Dean, Emmetsburg Campus, presented the FY '19 Head Start contract for the board's consideration. Following discussion, a motion was made by Jane Nolan Goeken, with a second by Pat Kibbie, to approve the FY '19 Head Start contract as presented.

The vote was called:

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

Nays: None.

Motion was approved by unanimous vote.

FACILITIES

A) Facilities Master Plan

Delaine Hiney, Executive Director of Facilities, presented the Facilities Master Plan. Iowa Lakes has had a Facilities Master Plan since 2006. This year the plan was reviewed by the board at the Work Day in March and small revisions were made. Following the presentation and discussion, a motion was made by Jane Nolan Goeken, with a second by Chris Fuhrman, to approve the Facilities Master Plan as presented.

The vote was called:

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

Nays: None.

Motion was approved by unanimous vote.

B) Facilities Update

Delaine Hiney, Executive Director of Facilities, presented updates on repairs at the SERT facility, Beef facility damage, and transformers at the Emmetsburg campus and at the Beef facility. The Algona addition project is moving forward. At the Estherville Fine Arts Facility, the metal roof decking on the fly space and mechanical rooms has been finished and the project is still on track to be completed by next summer. The repaired blades and new cowling were installed on the Chava turbine and it is providing accurate data readings.

COMMUNITY & BUSINESS RELATIONS

A) 260E Preliminary Agreement

Jolene Rogers, Executive Director of Community and Business Relations, presented a 260E Preliminary Agreement for approval. Following discussion, a motion was made by Jane Nolan Goeken, with a second by Arden Kinnander, to accept the 260E Agreement as presented.

The vote was called:

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

Nays: None.

Motion approved by unanimous vote.

B) Donation

Jolene Rogers, Executive Director of Community and Business Relations, presented a donation from Orthopaedics PC for soccer athletic training support valued at \$43,000. A motion was made by Arden Kinnander, with a second by Todd Johnson, to accept the donation.

The vote was called:

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

Nays: None.

Motion approved by unanimous vote.

C) Community & Business Relations Update

Jolene Rogers, Executive Director of Community & Business Relations, provided an update on various areas. In Economic Development, Jolene told about 260E, 260F and 260G projects. In Continuing Education, Jolene spoke about the Paddle Tours coordinated by Teresa Ball. The Susan Harwood training grant providing free OSHA and Arc flash classes have proved to be very successful. She also discussed the RSVP program writing for a \$780 grant from the Dickinson County Endowment Fund to cover additional costs the program incurs. The entire board was in support of the proposal. The summer college orientations have had good attendance. Jolene shared upcoming Foundation events.

**REGULAR BOARD MEETING
IOWA LAKES COMMUNITY COLLEGE
JUNE 19, 2018
PAGE 6**

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 Chris Fuhrman, with a second by Jane Nolan Goeken, to accept the financial report and approve the payment of monthly bills as listed and presented.

The vote was called:

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

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 Todd Johnson, with a second by Arden Kinnander, to approve the Dormitory System Fund Budget as presented.

The vote was called:

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

Nays: None.

Motion was approved by unanimous vote.

D) FY '19 Operational Budget

Jeff Soper, Chief Financial Officer, presented the FY '19 Operational Budget. Following the presentation, a motion was made by Arden Kinnander, with a second by Pat Kibbie, to approve the FY '19 Operational Budget as presented.

The vote was called:

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

Nays: None.

Motion was approved by unanimous vote.

**REGULAR BOARD MEETING
IOWA LAKES COMMUNITY COLLEGE
JUNE 19, 2018
PAGE 7**

**PRESIDENT’S ANNUAL REVIEW – EXECUTIVE CLOSED SESSION / CODE
OF IOWA, CHAPTER 21.5(l)(i)**

College President Valerie Newhouse submitted a request for closed session to conduct the President’s annual review. Following the request, a motion was made by Jane Nolan Goeken, with a second by Pat Kibbie to move into closed session at 5:11 P.M.

The vote was called:

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

Nays: None.

Motion was approved by unanimous vote.

OPEN SESSION

Board President, Janice Lund, reconvened the public meeting at 5:37 P.M.

PERSONNEL / CONSENT AGENDA

A) Master Contract / FY ’19 Contracts and Salaries

Following information presented by Kathy Muller, Executive Director of Human Resources, a motion was made by Bob Jennings, with a second from Todd Johnson, to accept and approve the Iowa Lakes Education Association Master Contract changes, FY ’19 contracts and salaries and President’s contract.

The vote was called:

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

Nays: None.

Motion was approved by unanimous vote.

B) Resignations / New Hires / Contracts

Kathy Muller, Executive Director of Human Resources, presented the consent

**REGULAR BOARD MEETING
IOWA LAKES COMMUNITY COLLEGE
JUNE 19, 2018
PAGE 8**

agenda for approval. Following the presentation, a motion was made by Jane Nolan Goeken, with a second by Arden Kinnander, to approve the consent agenda as presented.

New Hires:

Christi Nava	Custodial/Maintenance	Estherville	FT
Rachelle Gewecke	Office Associate	Estherville	PT
Beth Elman	Exec. Dir. of Marketing	Estherville	FT

Position Change:

Darci Curry from Bookstore Associate to Student Records Coordinator effective July 1, 2018.

Supplemental Contracts:

As listed.

The vote was called:

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

Nays: None.

Motion was approved by unanimous vote.

ORAL REPORTS

A) Iowa Association of Community College Presidents

No report.

B) Iowa Association of Community College Trustees

Janice Lund, Board President, reported that the IACCT Board held their monthly meeting and discussed various topics including the legislative priorities.

C) Trustee Comments

None.

ADJOURNMENT

Following no further discussion, the meeting was adjourned at 5:47 P.M.

Cindy Oviatt, Board Secretary