

**BOARD WORK SESSION  
IOWA LAKES COMMUNITY COLLEGE  
MARCH 20, 2018  
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**BOARD WORK SESSION                      ESTHERVILLE CAMPUS                      4:00 P.M.**

The Board of Trustees of Iowa Lakes Community College met in the Snap-on Innovation Conference Room at the Iowa Lakes Community College SERT Center, 2421 7<sup>th</sup> Ave. South, Estherville, IA at 4:00 P.M. on Tuesday, March 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**

Jan Lund, President  
Pat Kibbie, Vice President  
Bob Jennings  
Christopher Fuhrman  
Arden Kinnander  
Todd Johnson

**MEMBERS ABSENT**

Jane Nolan Goeken

**GUESTS**

Valerie Newhouse, College President  
Cindy Oviatt, Administrative Assistant to the President

**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 4:20 P.M.

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**The Board of Trustees of Iowa Lakes Community College met in regular session in the Snap-on Innovation Conference Room at the Iowa Lakes Community College SERT Center, 2421 7<sup>th</sup> Ave. South, Estherville, IA, on Tuesday, March 20, 2018, beginning at 4:30 P.M.**

**MEMBERS PRESENT**

**Jan Lund, President  
Pat Kibbie, Vice President  
Bob Jennings  
Arden Kinnander  
Chris Fuhrman  
Todd Johnson**

**Valerie Newhouse, College President  
Cindy Oviatt, Administrative Assistant to the President**

**MEMBERS ABSENT**

**Jane Nolan Goeken**

**GUESTS PRESENT**

**Delaine Hiney, Kathy Muller, Jane Campbell, Jolene Rogers, Julie Williams, Robert Leifeld, Tom Brotherton, Heidi Skattebo, Lisa Stich and Doug Sutton.**

**MEDIA PRESENT**

**Mike Tidemann, Armstrong Journal**

**CALL TO ORDER**

**The meeting was called to order by Board President Jan Lund at 4:29 P.M.**

**REVIEW AND APPROVAL OF AGENDA**

Following a recommendation by College President Newhouse to add item VIII A) Shooting Sports, a motion was made by Chris Fuhrman, with a second from Arden Kinnander, to accept and approve the agenda as presented with the recommended addition.

The vote was called:

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

Nays: None.

Absent: Goeken.

Motion approved by unanimous vote.

**REVIEW AND APPROVAL OF MINUTES**

A motion was made by Pat Kibbie, with a second from Bob Jennings, to accept and approve the minutes of the February 20, 2018 regular board meeting as written.

The vote was called:

Ayes: Kibbie, Jennings, Fuhrman & Lund.

Nays: None.

Abstain: Johnson and Kinnander.

Absent: Goeken.

Motion approved.

**DELEGATIONS, PETITIONS, & COMMUNICATIONS**

None.

**PERSONNEL / CONSENT AGENDA**

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

Resignations: Matthew Mincey, Upward Bound Advisor, effective March 28, 2018.

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**Position Change: Terry Luiken from part-time Success Center Instructional Assistant to full-time Upward Bound Advisor, Emmetsburg Campus.**

**New Hires:**

**Lori Morey, Library Assistant, PT, Emmetsburg  
Melissa Skrepak, Office Associate, PT, Estherville**

**Supplemental Contracts as listed.**

**The vote was called:**

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

**Nays: None.**

**Absent: Goeken.**

**Motion approved by unanimous vote.**

**IOWA LAKES REPORT**

**Delaine Hiney, Executive Director of Facilities Management, introduced Doug Sutton, Campus Store Coordinator, who provided a review of the Campus Store activities and changes. Highlights of the presentation included the move of the Campus Store in Emmetsburg following the construction of the student services addition and the partnership with companies to allowing students to buy/rent textbooks online. Following the presentation, the Board took the opportunity to ask several questions.**

**FACILITIES UPDATE**

**A) Change Order #1 - Algona**

**Delaine Hiney, Executive Director of Facilities Management, presented change order #1 for the Algona building project. This change order is for concrete changes, exterior monitor alarm for the fire suppression system, infilling the signage wall, additional in-floor electrical boxes and under floor soil corrections and a deduct for site drainage for a total of \$8,071.20. Following the presentation, a motion was made by Bob Jennings, with a second by Arden Kinnander, to approve change order #1 for the Algona 2016**

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**Bond addition project for the amount of \$8,071.20 and authorize the College President to sign any and all documents.**

**The vote was called:**

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

**Nays: None.**

**Absent: Goeken.**

**Motion approved by unanimous vote.**

**B) Change Order #1 – Performing Arts Center**

**Delaine Hiney, Executive Director of Facilities Management, presented change order #1 for the Performing Arts Center. This change order is for removing the fire pump and associated components, removing the screenwall above the roof, upgrading the flatlock panel to platinum silver and the use of marble colored split-faced block on the exterior instead of brick for a total deduct of (\$50,477). Following the presentation, a motion was made by Arden Kinnander, with a second by Pat Kibbie, to approve change order #1 for the Estherville Performing Arts 2016 Bond project for the deduct amount of (\$50,477) and authorize the College President to sign any and all documents.**

**The vote was called:**

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

**Nays: None.**

**Absent: Goeken.**

**Motion approved by unanimous vote.**

**C) FCC Application Renewal**

**Delaine Hiney, Executive Director of Facilities Management, requested approval to renew the FCC licenses to continue the agreement with River Valley Cooperative in Graettinger for the lease of the FCC licenses. Following the request, a motion was made by Todd Johnson, with a second by Chris Fuhrman, to approve renewing the college's FCC licenses and lease agreement, authorize River Valley Cooperative's attorney to electronically file the documents and authorize the college president to sign any and all necessary documents.**

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The vote was called:

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

**Nays: None.**

**Absent: Goeken.**

**Motion approved by unanimous vote.**

**COMMUNITY & BUSINESS RELATIONS**

**A) Donations**

**Jolene Rogers, Executive Director of Community & Business Relations, presented information on donations received from various businesses. The gifts consist of seed, chemicals and fertilizer to be used at the College Farm and a cash donation from Winfield. Following the presentation, a motion was made by Arden Kinnander, with a second by Pat Kibbie, to accept the donations as presented.**

|   |                    |
|---|--------------------|
| <b>Dekalb/Steve Schany</b>                            | <b>\$ 2,449.99</b> |
| <b>Becks/Ryan Jurgens</b>                             | <b>\$ 5,420.00</b> |
| <b>Pioneer/Chad Anderson</b>                          | <b>\$ 5,400.00</b> |
| <b>Spencer Agronomy</b>                               | <b>\$ 3,800.00</b> |
| <b>Wyffels/Shuver, Will,<br/>Gardner and Hillinga</b> | <b>\$ 3,240.00</b> |
| <b>LG LHybrids</b>                                    | <b>\$ 2,440.00</b> |
| <b>Croplan/Metzger</b>                                | <b>\$ 1,980.00</b> |
| <b>Tom Eischen Sales</b>                              | <b>\$13,481.00</b> |
| <b>Diamond/Schumann</b>                               | <b>\$ 990.00</b>   |
| <b>Pro Cooperative</b>                                | <b>\$ 5,000.00</b> |
| <b>Stateline Cooperative</b>                          | <b>\$ 6,365.96</b> |
| <b>Max Yield</b>                                      | <b>\$ 4,000.00</b> |
| <b>Winfield</b>                                       | <b>\$ 6,000.00</b> |
| <b>Total Donations</b>                                | <b>\$60,566.95</b> |

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**The vote was called:**

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

**Nays: None.**

**Absent: Goeken.**

**Motion approved by unanimous vote.**

**B) 260E Preliminary Agreement**

**Jolene Rogers, Executive Director of Community and Business Relations, presented 260E Preliminary Agreement for approval. Following discussion, a motion was made by Chris Fuhrman, with a second by Todd Johnson, to approve the 260E Agreement as presented.**

**The vote was called:**

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

**Nays: None.**

**Absent: Goeken.**

**Motion approved by unanimous vote.**

**C) Community & Business Relations Update**

**Jolene Rogers, Executive Director of Community & Business Relations, updated the Board on recent Dancing With The Stars Scholarship events that were held in Emmetsburg and Algona on February 23 & 24 and March 3 & 4 respectively. The events were well received by the communities. Thanks were given to all who helped with the events, particularly Trustee Bob Jennings for being the emcee for Kossuth County event. Updates were also given for the 260E and 260F process, scholarship process and continuing education. The beverage contract will be reviewed with presentations scheduled for April 23 at the Foundation retreat meeting. Scholarship Reader Night will be held on April 4, 2018.**

**TREASURER'S REPORT / MONTHLY BILLS**

**A) Financial Report**

**B) Monthly Bills**

**Heidi Skattebo, Business Manager, presented the monthly bills and financial report for approval. A motion was made by Chris Fuhrman, with a second by Pat Kibbie, to approve the financial report and payment of monthly bills as listed and presented.**

**The vote was called:**

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

**Nays: None.**

**Absent: Goeken.**

**Motion was approved by unanimous vote.**

**ORAL REPORTS**

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

**Valerie Newhouse, College President, reported the College Presidents met on February 28, 2018 in conjunction with the Phi Theta Kappa Banquet in which three Iowa Lakes students were honored.**

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

**Bob Jennings attended Community College Legislative Drive In on March 6, 2018 and commented on the positive conversations he had with legislators.**

**C) Trustee Comments**

**Jan Lund expressed her appreciation to Pat Kibbie for covering as Board Chair in her absence and thanks to Bob Jennings for attending the Community College Legislative Drive In on March 6, 2018.**



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**FUTURE EVENTS**

**Board President Lund reviewed and informed the Board of upcoming College events and the next Board Meeting on April 17, 2018 at the Emmetsburg Campus.**

**ADJOURNMENT**

**Following closing comments, the meeting was adjourned at 5:13 P.M.**

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**Tony Condon, Board Secretary**