

**BOARD WORK SESSION
IOWA LAKES COMMUNITY COLLEGE
MAY 21, 2019
PAGE 1**

BOARD WORK SESSION

SPIRIT LAKE CAMPUS

4:00 P.M.

The Board of Trustees of Iowa Lakes Community College met in Room 121 at the Iowa Lakes Community College Spirit Lake Campus, 800 21st Street, Spirit Lake, IA at 4:00 P.M. on Tuesday, May 21, 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
Christopher Fuhrman	
Jane Nolan Goeken	
Arden Kinnander	
Bob Jennings	
Todd Johnson	

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 4:25 P.M..

**REGULAR BOARD MEETING
IOWA LAKES COMMUNITY COLLEGE
MAY 21, 2019
PAGE 2**

The Board of Trustees of Iowa Lakes Community College met in the Industrial Training Room at the Iowa Lakes Community College Spirit Lake Campus, 800 21st Street, Spirit Lake, IA on Tuesday, May 21, 2019, beginning at 4:30 P.M..

MEMBERS PRESENT

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

GUESTS PRESENT

Tom Brotherton, Beth Elman, Delaine Hiney, Robert Leifeld, Kathy Muller, Jolene Rogers, Jeff Soper, Julie Williams, Mary Faber, Emily Parrott, Patsy Donovan, and Pat O'Brien.

MEDIA PRESENT

None.

CALL TO ORDER

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

**REGULAR BOARD MEETING
IOWA LAKES COMMUNITY COLLEGE
MAY 21, 2019
PAGE 3**

REVIEW AND APPROVAL OF AGENDA

Jane Nolan Goeken made a motion, with a second from Arden Kinnander, 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 April 16, 2019, regular board meeting as written.

Motion approved.

DELEGATIONS, PETITIONS, & COMMUNICATIONS

None.

IOWA LAKES REPORT

A) Spirit Lake Campus Operations – Mary Faber

Robert Leifeld, Vice President of Administration, introduced Mary Faber, Spirit Lake Campus Supervisor, who introduced the Spirit Lake staff and gave a brief report on the activities at the Spirit Lake Campus. Patsy Donovan, RSVP Coordinator, presented information on RSVP projects at Spirit Lake. The Board took the opportunity to ask questions following the presentation.

INSTRUCTION & DEVELOPMENT

A) Candidates for Graduation

Following the presentation of the list of 289 candidates by Robert Leifeld, Vice President of Administration, a motion was made by Bob Jennings, with a

**REGULAR BOARD MEETING
IOWA LAKES COMMUNITY COLLEGE
MAY 21, 2019
PAGE 4**

second by Todd Johnson to approve the Spring 2019 slate of candidates for graduation.

Motion approved.

FACILITIES

A) Multi-jurisdictional Hazardous Mitigation Plan Renewal

Following a presentation for the renewal of the Multi-jurisdictional Hazardous Mitigation Plan by Delaine Hiney, Executive Director of Facilities, a motion was made by Arden Kinnander, with a second by Jane Nolan Goeken to approve the renewal of the plan.

Motion was approved.

B) Facilities Update

Delaine Hiney, Executive Director of Facilities, provided an update on dorm room security access, exterior dorm lighting on the Estherville and Emmetsburg Campus's, new security card printers, cards, and cameras for the ID system.

COMMUNITY & BUSINESS RELATIONS

A) Community & Business Relations Update

Jolene Rogers, Executive Director of Community & Business Relations, provided an update. There will be no bond issuance this year. Jolene presented information to the board information about 260G ACE job credits, the first hybrid EMT class that concluded last week, the first completed Electrical apprentice class, scholarship award recognition, and the June 20 Dickinson County Non-Event Event.

TREASURER’S REPORT / MONTHLY BILLS

A) Financial Reports

B) Monthly Bills

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

Motion was approved.

C) Red Flags Board Policy #644 Review

Following the annual review of Board Policy #644—Red Flags Policy by Jeff Soper, Chief Financial Officer, a motion was made by Chris Fuhrman, with a second by Pat Kibbie, to approve the annual review as presented.

Motion was approved.

D) Tuition and Fees FY 2020

Jeff Soper, Chief Financial Officer, presented proposed tuition and fees for FY 2020. Following the presentation, a motion was made by Todd Johnson, with a second by Chris Fuhrman, to approve the tuition and fees for FY 2020 as listed and presented.

Motion was approved.

BOARD AWARDS RECOMMENDATION

Following information provided by Janice Lund, a motion was made by Bob Jennings, with a second from Janice Lund, to approve naming the college’s Algona Campus building in honor of Lynn Kueck, former trustee, for his 33 years of service as a Trustee to Iowa Lakes Community College.

Motion was approved.

**REGULAR BOARD MEETING
IOWA LAKES COMMUNITY COLLEGE
MAY 21, 2019
PAGE 6**

**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 Bob Jennings, with a second by Pat Kibbie to move into closed session at 5:24 P.M.

The vote was called:

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

Nays: None.

Motion was approved by unanimous vote.

OPEN SESSION

Board President, Janice Lund, reconvened the public meeting at 5:54 P.M.

PERSONNEL / CONSENT AGENDA

A) Resignations / New Hires / Contracts

Following information provided by Kathy Muller, Executive Director of Human Resources, a motion was made by Janice Lund, with a second by Todd Johnson, to approve the consent agenda and supplemental contracts as presented.

Resignation:

Mark Jensen, Agriculture Assistant Professor, effective June 30, 2019.

New Hires:

Deloris Young	Community & Business Relations Specialist	Administration	FT
Morgan Matthews	Marketing Specialist	Estherville	FT
Meghan Harrison	Head Lifeguard/Pool Mon.	Emmetsburg	PT
Timothy Busch	Chief Flight Inst.	Estherville	FT
Barb Houseman	Distance Ed. Office Assoc.	Estherville	PT

Motion approved.

**REGULAR BOARD MEETING
IOWA LAKES COMMUNITY COLLEGE
MAY 21, 2019
PAGE 7**

B) Master Contract / FY 2020 Contracts & Salaries

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 accept and approve the Iowa Lakes Education Association Master Contract changes, FY 2020 contracts and salaries, and the President's contract.

Motion approved.

ORAL REPORTS

A) Iowa Association of Community College Presidents

College President Valerie Newhouse reported the college presidents will meet this week.

B) Iowa Association of Community College Trustees

Janice Lund presented information from the May Trustee meeting. Topics discussed included the IACCT Awards Committee and Jack Kibbie Award, workforce training, last dollar scholars, and 260E agreements.

C) Trustee Comments

None.

FUTURE EVENTS

The next regular monthly Board meeting will be on Tuesday, June 18, 2019, at the Spencer Campus, 1900 Grand Avenue, Spencer, Iowa.

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

ADJOURNMENT

Following no further discussion, the meeting adjourned at 6:06 P.M..

Cindy L. Oviatt, Board Secretary