

**BOARD WORK SESSION
IOWA LAKES COMMUNITY COLLEGE
OCTOBER 17, 2017
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BOARD WORK SESSION ADMINISTRATION BUILDING 4:00 P.M.

The Board of Trustees of Iowa Lakes Community College met in the Conference Room at the Iowa Lakes Community College Administration Building, 19 South 7th Street, Estherville, IA at 4:00 P.M. on Tuesday, October 17, 2017, 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

Pat Kibbie, Vice President
Bob Jennings
Jane Nolan Goeken
Christopher Fuhrman
Todd Johnson

MEMBERS ABSENT

Jan Lund
Arden Kinnander

GUESTS

Val Newhouse, College President
Tony Condon, 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 4:20 P.M.

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The Board of Trustees of Iowa Lakes Community College met in regular session in the Board Room at the Iowa Lakes Community College Administrative Building, 19 South 7th Street, Estherville, IA, on Tuesday, October 17, 2017, beginning at 4:30 P.M.

MEMBERS PRESENT

**Pat Kibbie, Vice President
Bob Jennings
Jane Nolan Goeken
Chris Fuhrman
Todd Johnson**

**Valerie Newhouse, College President
Tony Condon, Board Secretary**

MEMBERS ABSENT

**Jan Lund
Arden Kinnander**

GUESTS PRESENT

Delaine Hiney, Kathy Muller, Jane Campbell, Jolene Rogers, Cindy Oviatt, Bob Leifeld, Tom Brotherton, Lisa Stich, Jeff Soper, Julie Williams, Bill Lapczenski, Theresa Waechter, Rachel Schroeder, Mary Faber, Katie Larson, Joey Pavlovich, Blake Viedenkamp, Sam Denker, Jarrod Corona, Montanna Popp, Alica Rivera, Laurie Custard, Jordyn Moyes, Ty Kral, Mia Ciail-Yusit, Kylie Wellard, Jordyn Howell, Corey Myer, Harry Ballantyne, David Kong, Blake Hardegree, Brandon May, Nathan Naber, Maribel Garcia, Cassidy Hannah, Mari Schmidt, Parker Tempkins, Sam Dischler, Megan Brown, Maddy Ebeling, Nathan Strohman, Riley Kintzle, Jadin Bezdicek, Victoria Williams, Kacie Salazar, Hallie Jensen, Kenlee Frank, Kaitlin Walsh, Juan Espinal, Spencer Durfee, Lincoln Larsen, Derrick Feldhans, Eve Carr, Gina Damm, Spencer Keane, Tatyana Kleis, Carli Bunning, Briley Sullivan, Michelle Moen, Katelyn Pitts, Keeven Long, and Kristina Carbaugh.

MEDIA PRESENT

None.

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CALL TO ORDER

The meeting was called to order by Board Vice President Pat Kibbie at 4:28 P.M.

REVIEW AND APPROVAL OF AGENDA

A motion was made by Bob Jennings, with a second from Todd Johnson, to accept and approve the agenda as presented.

The vote was called:

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

Nays: None.

Absent: Lund and Kinnander.

Motion approved by unanimous vote.

REVIEW AND APPROVAL OF MINUTES

A motion was made by Jane Nolan Goeken, with a second from Todd Johnson, to accept and approve the minutes of the September 19, 2017 regular board meeting as written.

The vote was called:

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

Nays: None.

Absent: Lund and Kinnander.

Motion approved by unanimous vote.

DELEGATIONS, PETITIONS, & COMMUNICATIONS

None.

ACCEPTANCE OF ELECTION RESULTS

Tony Condon, Board Secretary, presented the results of the school elections held on September 12, 2017, as certified by the Dickinson County Auditor/Commissioner of Elections. Three Board members were elected to a four-year term each, with the results as follows.

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**Robert Jennings, District 7, Term Expires 2021
Patrick Kibbie, District 6, Term Expires 2021
Christopher Fuhrman, District 3, Term Expires 2021**

A motion was made by Todd Johnson, with a second from Jane Nolan Goeken, to accept the election results.

The vote was called:

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

Nays: None.

Absent: Lund and Kinnander.

Motion approved by unanimous vote.

ADJOURNMENT OF OLD BOARD

Vice President Pat Kibbie adjourned the regular board meeting at 4:30 P.M.

CALL TO ORDER OF NEW BOARD

Tony Condon, Board Secretary, called the meeting of the New Board to order at 4:30 P.M.

Tony Condon, Board Secretary, administered the Oath of Office to the elected Trustees.

“Do you solemnly swear that you will support the Constitution of the United States and the Constitution of the State of Iowa and that you will faithfully and impartially, to the best of your ability, discharge the duties of the office of Director and Trustee of Iowa Lakes Community College as now or hereafter required by law?”

Bob Jennings, Pat Kibbie and Chris Fuhrman responded in the affirmative.

NOMINATIONS FOR BOARD PRESIDENT

A motion was made by Pat Kibbie, with a second by Chris Fuhrman, to nominate and elect Jan Lund as Board President.

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A motion was made by Jane Nolan Goeken, with a second by Bob Jennings, to cease all nominations for Board President.

The vote was called:

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

Nays: None.

Absent: Lund and Kinnander.

Jan Lund was elected President by unanimous vote.

NOMINATIONS FOR BOARD VICE PRESIDENT

A motion was made by Bob Jennings, with a second by Jane Nolan Goeken, to nominate and elect Pat Kibbie as Board Vice President.

A motion was made by Jane Nolan Goeken, with a second by Chris Fuhrman, to cease all nominations for Board Vice President.

The vote was called:

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

Nays: None.

Absent: Lund and Kinnander.

Pat Kibbie was elected Vice President by unanimous vote.

Vice President Kibbie conducted the remainder of the meeting.

APPOINTMENTS OF ATTORNEY, SECRETARY & TREASURER

A motion was made by Todd Johnson, with a second by Bob Jennings, to approve the appointments of Attorney, Secretary and Treasurer.

Attorney – Scot Bauermeister, Fitzgibbons Law Office

Secretary – Tony Condon

Treasurer – Jeff Soper

The vote was called:

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

Nays: None.

Absent: Lund and Kinnander.

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Motion approved by unanimous vote.

APPOINTMENT OF COMMITTEES

Appointment of committees is tabled until the November 21, 2017 meeting.

DESIGNATION OF DEPOSITORY INSTITUTIONS

A motion was made by Bob Jennings, with a second by Chris Fuhrman, to accept and approve the depository institutions as presented by Jeff Soper, Chief Financial Officer.

The vote was called:

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

Nays: None.

Absent: Lund and Kinnander.

Motion approved by unanimous vote.

DESIGNATION OF DEPOSITORY SIGNATORIES

The list of designated depository signatories was presented by Jeff Soper, Chief Financial Officer. Those signators are Board President, Janice Lund; Board Secretary, Tony Condon; Board Treasurer, Jeff Soper and Business Manager, Heidi Skattebo. A motion was made by Jane Nolan Goeken, with a second by Chris Fuhrman, to approve the depository signatories as presented.

The vote was called:

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

Nays: None.

Absent: Lund and Kinnander.

Motion approved by unanimous vote.

PERSONNEL / CONSENT AGENDA

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

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New Hires: Foundation, Leticia Paulsen, PT, Office Associate, Admin Library, Candace Larson, PT, Library Assistant, Emmetsburg Music Department, Tim Soper, PT, Office Associate, Estherville RSVP, Patsy Donovan, PT, Dickinson Coordinator, Spirit Lake

Resignations: Matthew Pannkuk, Director of Library, effective November 3, 2017.

Supplemental Contracts as listed.

The vote was called:

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

Nays: None.

Absent: Lund and Kinnander.

Motion approved by unanimous vote.

FACILITIES

A) FACILITIES UPDATE

Delaine Hiney, Executive Director of Facilities Management, informed the Board of progress on the Estherville Fine Arts Facility, Spirit Lake renovation and the Algona addition. Also noted was the ribbon cuttings held at the Emmetsburg Student Center and Spencer Gateway Center on October 6, 2017.

IOWA LAKES REPORT

Julie Williams, Executive Dean of Students, spoke briefly about the importance of student leaders on each of our campuses. The following persons introduced student leaders, Bill Lapczenski, Director of Auxiliary Services, introduced members of the Emmetsburg Student Senate; Rachel Schroeder, Admissions Office Associate, introduced members of the Emmetsburg Laker Ambassadors and Emmetsburg Graduate Assistants; Blake Viedenkamp, Head Women's Soccer Coach/Student Senate Advisor, introduced Spencer Student Senators and Graduate Assistants; Mary Faber, Spencer & Spirit Lake Campus Supervisor, introduced members of the Spirit Lake Student Senate; Theresa Waechter, Algona Campus Supervisor, introduced Algona Student Senator; Katie Larson, Head Softball Coach/Student Senate Coordinator, introduced members of the Estherville Student Senate; Rachel Schroeder, Admissions Office Associate, introduced Estherville Laker Ambassadors; and Troy Larsen, Athletic Director/ Head Men's Basketball Coach,

introduced Estherville Graduate Assistants. All students provided their name, program and other pertinent information to the Board. The Board took the opportunity to ask questions of the students.

COMMUNITY & BUSINESS RELATIONS

A) 260E AGREEMENT

Jolene Rogers, Executive Director of Community & Business Relations, presented 260E Agreements for the Boards consideration. The agreements are with two local companies and will assist with training for new jobs. Following the presentation, a motion was made by Jane Nolan Goeken, with a second by Chris Fuhrman, to approve the 260E Agreements as presented.

The vote was called:

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

Nays: None.

Absent: Lund and Kinnander.

Motion approved by unanimous vote.

B) COMMUNITY & BUSINESS UPDATE

Jolene Rogers, Executive Director of Community & Business Relations, presented reports on Continuing Education and Foundation. Details were provided for the Wind Warrior event on October 24 and the IWEA (Iowa Wind Energy Association) Conference to be held on October 25-26. Both events will be held at the SERT Building in Estherville. Board members and guests were encouraged to visit the Iowa Lakes website or Facebook page for more activities and information

TREASURERS REPORT / MONTHLY BILLS

A) Course Fee

Jeff Soper, Chief Financial Officer, presented information regarding a change in the course fee for Intermediate Algebra (Online) course. Following the presentation, a motion was made by Todd Johnson, with a second by Bob Jennings, to approve the Course Fee as presented.

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The vote was called:

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

Nays: None.

Absent: Lund and Kinnander.

Motion was approved by unanimous vote.

B) Financial Report

C) Monthly Bills

Jeff Soper, Chief Financial Officer, presented the monthly bills and financial report for approval. A motion was made by Jane Nolan Goeken, with a second by Chris Fuhrman, to approve the financial report and payment of monthly bills as listed and presented.

The vote was called:

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

Nays: None.

Absent: Lund and Kinnander.

Motion was approved by unanimous vote.

ORAL REPORTS

A) Iowa Association of Community College Presidents

No report was made.

B) Iowa Association of Community College Trustees

No report was made.

C) Trustee Comments

Bob Jennings reported that he will attend the Leadership Conference on November 3, 2017.

FUTURE EVENTS

Board Vice President Kibbie reviewed and informed the board of upcoming College events.

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ADJOURNMENT

Following closing comments, the meeting was adjourned at 5:10 P.M.

Tony Condon, Board Secretary