

**BOARD WORK SESSION
IOWA LAKES COMMUNITY COLLEGE
OCTOBER 18, 2016
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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 18, 2016, 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
Bob Jennings
Jane Nolan Goeken
Christopher Fuhrman
Todd Johnson

MEMBERS ABSENT

Pat Kibbie
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 4:22 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 18, 2016, beginning at 4:30 P.M.

MEMBERS PRESENT

**Janice Lund, President
Bob Jennings
Jane Nolan Goeken
Chris Fuhrman
Todd Johnson**

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

MEMBERS ABSENT

**Pat Kibbie
Arden Kinnander**

GUESTS PRESENT

Delaine Hiney, Kathy Muller, Jane Campbell, Jolene Rogers, Cindy Oviatt, Scott Stokes, Bob Leifeld, Tom Brotherton, Jeff Soper, Julie Williams, Bill Lapczynski, Jeremy Ward, Rachel Schroeder, Mary Faber, Annie Kalous, Katie Larson, Joey Pavlovich, Zack Roach, Tim Soper, Blake Herdegree, Alyson Wendland, Emily Heeren, Abby Galm, Leigh Chinn, Jolene Burkhart, Molly Bootsma, Keagen Blau, Michelle Moen, Sam Dischler, Adam Jundleaf, Cody Spitzer, Katy Henkels, Kerry Belgrave, Jacob Oliver, Kaitlin Walsh, Montanna Popp, Shelby Davis, Kaitlyn Bowman, Hasan Krigger, Emily Hughes, Richard Engelhart, Harley Holtz, Carli Bunning, Nicole Potrainent, Nikita Nelson, Jadin Bezdicek, Nicholas Grandstaff, Blaney Markman, Courtney Calkins, Abram Reynolds and Trenton Simpson.

MEDIA PRESENT

None.

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CALL TO ORDER

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

REVIEW AND APPROVAL OF AGENDA

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

The vote was called:

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

Nays: None.

Absent: Kibbie and Kinnander.

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 September 20, 2016 regular board meeting as written.

The vote was called:

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

Nays: None.

Absent: Kibbie and Kinnander.

Motion approved by unanimous vote.

DELEGATIONS, PETITIONS, & COMMUNICATIONS

None.

ADJOURNMENT OF OLD BOARD

A motion was made by Bob Jennings, with a second by Janice Lund to adjourn the regular meeting of the old board.

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The vote was called:

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

Nays: None.

Absent: Kibbie and Kinnander.

Motion approved by unanimous vote and the regular board meeting was adjourned at 4:32 P.M.

CALL TO ORDER OF NEW BOARD

Tony Condon, Board Secretary, called the meeting of the New Board to order at 4:32 P.M.

NOMINATIONS FOR BOARD PRESIDENT

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

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

The vote was called:

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

Nays: None.

Absent: Kibbie and Kinnander.

Motion approved by unanimous vote.

President Lund conducted the remainder of the meeting.

NOMINATIONS FOR BOARD VICE PRESIDENT

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

A motion was made by Todd Johnson, with a second by Bob Jennings, to cease all nominations for Board Vice President.

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The vote was called:

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

Nays: None.

Absent: Kibbie and Kinnander.

Motion approved by unanimous vote.

APPOINTMENTS OF ATTORNEY, SECRETARY & TREASURER

A motion was made by Janice Lund, with a second by Todd Johnson, 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: Lund, Johnson, Fuhrman, Goeken & Jennings.

Nays: None.

Absent: Kibbie and Kinnander.

Motion approved by unanimous vote.

APPOINTMENT OF COMMITTEES

Appointment of committees will be presented at the November 15, 2016 meeting.

DESIGNATION OF DEPOSITORY INSTITUTIONS

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

The vote was called:

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

Nays: None.

Absent: Kibbie and Kinnander.

Motion approved.

DESIGNATION OF DEPOSITORY SIGNATORIES

The list of designated depository signatories was presented by Jeff Soper. 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 Bob Jennings, with a second by Todd Johnson, to approve the depository signatories as presented.

The vote was called:

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

Nays: None.

Absent: Kibbie and Kinnander.

Motion approved.

50TH ANNIVERSARY PROCLAMATION

A motion was made by Jane Nolan Goeken, with a second by Bob Jennings, to present and approve the following 50th Anniversary Proclamation. Following the reading of the proclamation a vote was called.

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

Nays: None.

Absent: Kibbie and Kinnander.

Motion approved.

After the vote, President Lund announced the Proclamation commemorating Iowa Lakes Community College's 50th Anniversary has been approved as follows;

**WHEREAS, the Iowa Community College system was organized in 1966;
and**

**WHEREAS, Iowa Lakes Community College is one of the 15 community
colleges in Iowa; and**

**WHEREAS, the mission of Iowa Lakes is to "Provide quality lifelong
learning opportunities and economic development for our communities"; and**

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WHEREAS, the college has, since its organization, followed the precepts established by the state of Iowa to provide the first two years of college; vocational and technical training; training and retraining; high school completion; partnerships with high schools; community services; and programs for the disabled; and

WHEREAS, Iowa Lakes Community College plays an important role in bringing together education, business and industry, the nonprofit sector, government and other key stakeholders in order to foster community-led initiatives that improve the quality of life for all our residents; and

WHEREAS, our communities have greatly benefitted by the increased access to postsecondary education provided by Iowa Lakes Community College; and

WHEREAS, Iowa Lakes Community College has contributed greatly to the economic development and quality of life of the Iowa Lakes community;

THEREFORE, do I, Janice K. Lund, President of the Board of Trustees of Iowa Lakes Community College; and I, Valerie Newhouse, College President; declare October 29, 2016, the celebration commemorating 50 years for our college, our citizens and our communities. Iowa Lakes: Your Community, Your College.

Janice Lund, President, announced a five-minute break to visit informally with the student leaders who were in attendance. During this time the trustees mingled with the students and visited one on one with them. The trustees took this opportunity to ask specific questions of the students in regard to their program and academic experience at Iowa Lakes.

PERSONNEL / CONSENT AGENDA

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

**New Hires: Environmental Studies & Natural Resources Management, Drew Howing, FT, Program Instructor/Coordinator, Estherville
Marketing, Kari Lucin, FT, Media Marketing & Design Assistant, Estherville**

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Resignations: None.

Supplemental Contracts as listed.

The vote was called:

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

Nays: None.

Absent: Kibbie and Kinnander.

Motion approved by unanimous vote.

FACILITIES

A) SET BID OPENING DATE FOR GATEWAY PROJECT

Following a presentation by Delaine Hiney, Executive Director of Facilities Management, a motion was made by Bob Jennings, with a second by Jane Nolan Goeken, to approve the bid opening date of February 7, 2016 for the Gateway Project. The bids are to be presented to the Board at the February 14, 2016 meeting.

The vote was called:

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

Nays: None.

Absent: Kibbie and Kinnander.

Motion approved by unanimous vote.

B) FACILITIES UPDATE

Delaine Hiney, Executive Director of Facilities Management, informed the Board of progress on the Estherville Fine Arts Facility, Emmetsburg Student Center, Chava Wind Turbine and Beef Training Facility.

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; Jeremy Ward, Housing Coordinator, introduced

Emmetsburg Resident Assistants; Rachel Schroeder, Admissions Office Associate, introduced members of the Emmetsburg Laker Ambassadors; Mary Faber, Spencer & Spirit Lake Campus Supervisor, introduced members of the Spirit Lake Student Senate; Joey Pavlovich, Head Baseball Coach, introduced Estherville Graduate Assistants; Katie Larson, Head Softball Coach/Student Senate Coordinator, introduced members of the Estherville Student Senate and Annie Kalous, Admissions Director, introduced Estherville Laker Ambassadors. All students provided their name, program and other pertinent information to the Board.

COMMUNITY & BUSINESS RELATIONS

A) 260E AGREEMENT

Jolene Rogers, Executive Director of Community & Business Relations, presented a 260E Agreement for the Boards consideration. The agreement is with PPI/KOFAB of Algona and will assist with the training of up to 30 new jobs following the expansion of the facility. Following the presentation, a motion was made by Bob Jennings, with a second by Chris Fuhrman, to approve the 260E Agreement as presented.

The vote was called:

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

Nays: None.

Absent: Kibbie and Kinnander.

Motion approved by unanimous vote.

B) 28E AGREEMENT

Jolene Rogers presented a 28E Agreement with the Iowa DOT. This agreement will allow Iowa Lakes to provide individuals with the opportunity to take the commercial drivers license driving examination. Following the presentation, a motion was made by Chris Fuhrman, with a second by Jane Nolan Goeken, to approve the 28E Agreement as presented.

The vote was called:

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

Nays: None.

Absent: Kibbie and Kinnander.

Motion approved by unanimous vote.

C) COMMUNITY & BUSINESS UPDATE

Jolene Rogers, Executive Director of Community & Business Relations, presented reports on GAP programs, PACE/Pathway program, Continuing Education and Foundation. Details were provided for the IWEA Conference to be held on Friday, October 28 and the 50th Anniversary Celebration to be held on Saturday, October 29. 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) Financial Report

B) 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 Janice Lund, to approve the financial report and payment of monthly bills as listed and presented.

The vote was called:

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

Nays: None.

Absent: Kibbie and Kinnander.

Motion was approved by unanimous vote.

C) Tax Increment Financing (TIF) Resolution / City of Milford

Following the presentation of a Tax Increment Financing (TIF) Resolution a motion was made by Chris Fuhrman, with a second by Bob Jennings to approve the following resolution;

WHEREAS, the City of Milford, Iowa (the “City”) has established the Milford Nature Trails Urban Renewal Area and will establish the Milford

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Nature Trails Urban Renewal Area No. 2 (collectively, the “Urban Renewal Areas”), pursuant to Chapter 403 of the Code of Iowa to include the real property described on Exhibit A hereto (the “Property”); and WHEREAS, project development needs with respect to the Property will require that the City use incremental property tax revenues, as provided for in Section 403.19 of the code of Iowa, received with respect to the Property to pay the costs of certain public improvements related to the development of a housing subdivision in the Urban Renewal Areas (the “Project”); and

WHEREAS, Section 403.22 of the Code of Iowa prohibits cities from collecting incremental property tax revenues for this type of project for more than eleven years without the express consent of any affected county, school district and community college; and

WHEREAS, the City and the developer of the Property have requested that the Board of Directors of Iowa Lakes Community College approve this resolution in order to allow the City to use incremental property tax revenues from the Property for five additional fiscal years, as provided by law;

NOW, THEREFORE, it is resolved by the Board of Directors of Iowa Lakes Community College, as follows:

Section 1. Pursuant to Section 403.22 of the Code of Iowa, this Board hereby approves the use by the City of Milford, Iowa, of future incremental property tax revenues produced with respect to the Property, for a total period of up to sixteen fiscal years.

Section 2. The Board Secretary is hereby directed to forward an executed copy of this Resolution to office of the City Administrator for the City.

The vote was called:

Ayes: Fuhrman, Jennings, Goeken & Lund.

Nays: None.

Abstain: Johnson.

Absent: Kibbie and Kinnander.

Motion was approved by unanimous vote.

ORAL REPORTS

- A) **Iowa Association of Community College Presidents**
Val Newhouse, President, reported that the College Presidents will be meeting on Wednesday, October 19, 2016. No report was made.
- B) **Iowa Association of Community College Trustees**
Janice Lund reported that the IACCT Board will meet on Thursday, October 20, 2016. No report was made.
- C) **Trustee Comments**
Bob Jennings and Janice Lund reported on several of the informative and educational sessions they attended while at the ACCT Conference in New Orleans, LA October 5-8.

FUTURE EVENTS

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

ADJOURNMENT

Following closing comments, the meeting was adjourned at 5:43 P.M.

Tony Condon, Board Secretary