

**BOARD WORK SESSION
IOWA LAKES COMMUNITY COLLEGE
JANUARY 14, 2020
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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, January 14, 2020, prior to the regular monthly board meeting. The purpose of the 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
Jane Nolan Goeken
Bob Jennings
Todd Johnson
Arden Kinnander

MEMBERS ABSENT

Pat Kibbie Vice President
Christopher Fuhrman

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 4:20 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 Administration Building, 19 South 7th Street, Estherville, IA, on Tuesday, January 14, 2020, beginning at 4:30 P.M.

MEMBERS PRESENT

Janice Lund	President
Jane Nolan Goeken	
Bob Jennings	
Todd Johnson	
Arden Kinnander	
Valerie Newhouse	College President
Cindy Oviatt	Board Secretary

MEMBERS ABSENT

Pat Kibbie	Vice President
Christopher Fuhrman	

GUESTS

Tom Brotherton, Beth Elman, Delaine Hiney, Robert Leifeld, Kathy Muller, Jolene Rogers, Jeff Soper, Scott Stokes, Julie Williams, Laura Haburn, Carolyn McDonald, Morgan Matthews, and Emily Brewer

MEDIA PRESENT

Mike Tidemann

CALL TO ORDER

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

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REVIEW AND APPROVAL OF AGENDA

Arden Kinnander made a motion, with a second from Jane Nolan Goeken, to accept and approve the agenda as written.

Motion carried.

REVIEW AND APPROVAL OF MINUTES

A motion was made by Todd Johnson, with a second from Bob Jennings, to accept and approve the minutes of the December 17, 2019, regular board meeting as written.

Jane Nolan Goeken abstained, the motion carried.

DELEGATIONS, PUBLIC COMMENT AND COMMUNICATIONS

None.

APPOINTMENT OF BOARD COMMITTEES

Board President Janice Lund presented recommendations for committee appointments. Following a reading of the appointments, a motion was made by Bob Jennings, with a second by Arden Kinnander, to accept the board committee appointments as listed and presented.

Motion carried.

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PERSONNEL / CONSENT AGENDA

A) Resignations / New Hires / Contracts

Following information provided by Kathy Muller, Executive Director of Human Resources, a motion was made by Jane Nolan Goeken, with a second by Arden Kinnander, to approve the consent agenda and supplemental contracts as presented.

Resignation:

Madison Reimer Campus Store Coordinator, effective February 6, 2020.

New Hires:

Megan Garms	Professional Tutor	Estherville	PT
Sierra Elbert	Dog Grooming Coordinator	Emmetsburg	FT

Motion carried.

B) Early Retirement Applications

Kathy Muller, Executive Director of Human Resources, presented a list of early retirement applications. Following the presentation, a motion was made by Todd Johnson, with a second from Bob Jennings, to approve the early retirement applications as presented.

Lecia Berven	Accounting Specialist Professor/Coordinator, Estherville
Valerie Curry	Medical Assistant/Medical Office Technology Assistant Professor / Coordinator, Spencer
Nancy Dudak	Director of CAST
Kerry Erickson	Hotel & Restaurant Management Professor, Emmetsburg
Barb Grandstaff	Director of Registration and Records, Estherville
Ryck Hale	Physical Education Professor, Estherville
Pamela Harnden	Assistant to the Campus Supervisor, Algona
Suellen Madison	Records Office Associate, Estherville
Greg McDonald	Campus Buildings & Grounds Manager, Emmetsburg
Wendy Oleson	Library Assistant, Estherville
Jerry Phillips	Maintenance, Estherville

IOWA LAKES REPORT

Beth Elman, Executive Director of Marketing, introduced her staff, Carolyn McDonald, Morgan Matthews and Emily Brewer. Beth presented information about the Marketing Department and shared what is new, discussed the brand refresh, advertising, and Admissions collaboration.

FACILITIES

A) Facilities Update

Delaine Hiney, Executive Director of Facilities Management, provided an update and shared photos on the digital signage, progress on the Performing Arts Facility, and testing with the Chava turbine.

COMMUNITY & BUSINESS RELATIONS

A) Community & Business Relations Update

Jolene Rogers, Executive Director of Community & Business Relations, reported on the official notification that the Emergency Medical Services program has been accredited for five years. Non-credit enrollments are up nearly 10% and there are cyber security classes scheduled for February. The Foundation Quarterly meeting is January 27 and there is great interest in the scholarship application process.

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 Todd Johnson, with a second by Arden Kinnander, to approve the financial reports and payment of the monthly bills as listed and presented.

Motion carried.

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C) Set Date for Public Hearing, FY 2021 Published Budget

Jeff Soper, Chief Financial Officer, requested approval to set February 18, 2020, at 4:30 P.M. as the public hearing date for the FY 2021 Published Budget as presented. Following the presentation, a motion was made by Jane Nolan Goeken, with a second from Todd Johnson, to approve the FY 2021 Published Budget Public Hearing date.

Motion carried.

ORAL REPORTS

A) Iowa Association of Community College Presidents

There is no report from the Presidents meeting. The Student Legislative event is at the end of January and the Governor gave the State of the State Report today.

B) Iowa Association of Community College Trustees

The Trustees will meet next week.

C) Trustee Comments

Janice Lund thanked the board again for the honor of naming the Performing Arts Facility after her.

ADJOURNMENT

Following no further discussion, the meeting was adjourned at 5:18 P.M.

Cindy L. Oviatt, Board Secretary