

**BOARD WORK SESSION
IOWA LAKES COMMUNITY COLLEGE
JUNE 16, 2020
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BOARD WORK SESSION

SERT FACILITY

4:00 P.M.

The Board of Trustees of Iowa Lakes Community College met in the Snap-On Room at the Iowa Lakes Community College SERT Facility, 2421 7th Avenue, Estherville, IA at 4:00 P.M. on Tuesday, June 16, 2020, 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 | |
| Bob Jennings | |
| Todd Johnson | |
| Arden Kinnander | |

MEMBERS ABSENT

None

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 4:27 P.M.

**REGULAR BOARD MEETING
IOWA LAKES COMMUNITY COLLEGE
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The Board of Trustees of Iowa Lakes Community College met in regular session in the Snap-On Room at the Iowa Lakes Community College SERT Building, 2421 7th Avenue, Estherville, IA, on Tuesday, June 16, 2020, beginning at 4:30 P.M.

MEMBERS PRESENT

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

MEMBERS ABSENT

None

GUESTS

Kathy Muller, Delaine Hiney, Jolene Rogers, Jeff Soper, and Tim Busch

MEDIA PRESENT

Mike Tidemann

CALL TO ORDER

Board President Janice Lund called the meeting to order at 4:34 P.M.

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REVIEW AND APPROVAL OF AGENDA

Pat Kibbie made a motion, with a second from Bob Jennings, 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 Jane Nolan Goeken, to accept and approve the minutes of the May 19, 2020, regular board meeting as written.

Motion carried.

DELEGATIONS, PUBLIC COMMENT AND COMMUNICATIONS

None.

PERSONNEL / CONSENT AGENDA

A) Resignations / New Hires / Contracts

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

Resignations

Zach Hutchison, Talent Search advisor, effective June 16, 2020.

New Hire:

| | | | | |
|--------------|--|-------------|----|----------|
| Danny Acosta | Head Baseball Coach /Enrollment Coach | Estherville | FT | \$44,690 |
|--------------|--|-------------|----|----------|

Motion carried.

**REGULAR BOARD MEETING
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IOWA LAKES REPORT

A) **Fall Classes and Schedule**

Valerie Newhouse, College President, presented information about the College plans for the Fall semester due to COVID-19 concerns.

FACILITIES

A) **Facilities Update**

Delaine Hiney, Executive Director of Facilities Management, provided information on projects. Palo Alto County will utilize the Emmetsburg Farm Equipment Lab as a drive through location for COVID-19 and Serology testing. Emmet County will have a drive through testing site available after July 4 and Dickinson and Clay Counties are working on their dates.

Quail Construction has begun the demolition at the farm this week. Cosmetology plans are being revised and will be presented to the Board at a later date. The Janice K. Lund Performing Arts Center is almost ready with some cleaning and landscaping left to finish. The outdoor dedication is planned for July 30, 2020, at 5:00 P.M.

COMMUNITY & BUSINESS RELATIONS UPDATE

A) **Board Policy Exemption, Series #306 and #424**

Jolene Rogers, Executive Director of Community & Business Relations, requested an exemption for Board Policy, Series #306 and #424 to allow the Foundation to sponsor alcohol for the reception during the Performing Arts Dedication and Ribbon Cutting on July 30, 2020. Following the presentation, a motion was made by Bob Jennings, with a second from Pat Kibbie, to allow alcohol use at the Estherville Campus Janice K. Lund Performing Arts Center.

Motion carried.

B) Donation

Jolene Rogers, Executive Director of Community & Business Relations, presented information on a donation to endow the Carrington Baker scholarship. This scholarship will keep the tradition of encouraging the environment of the family as a permanent testimony to the values of inclusion and community. Following the presentation, a motion was made by Jane Nolan Goeken, with a second from Todd Johnson, to accept the scholarship donation as presented.

Motion carried.

C) 260E New Jobs Training Preliminary Agreements

Jolene Rogers, Executive Director of Community & Business Relations, presented two 260E New Jobs Training Preliminary Agreements for Board approval. One company is from Palo Alto County, and one is from Kossuth County. Following the presentation, a motion was made by Arden Kinnander, with a second from Chris Fuhrman, to approve the 260E New Jobs Training Preliminary Agreements as presented.

Motion carried.

D) Community & Business Relations Update

Jolene Rogers, Executive Director of Community & Business Relations, presented a brief report. Scholarships have been awarded to 308 students totaling \$484,824 to date. The average award is \$1,574. The scholarships were distributed to 32 out of state students, and of those, 17 are 2020 graduates, 26 scholarship students are from Minnesota with 20 of those as graduates. Seventy-seven students were from other locations in Iowa. 173 scholarship students are from the Iowa Lakes area, with 103 of those graduating this year.

The Career Magazine is at the printers. Contract training opportunities are beginning to open up. The first Professional Dog Grooming class was completed, and the second group has already started. A short video from the Dog Grooming class was shared.

Graduation is scheduled for July 24 as an outdoor ceremony on the Emmetsburg Campus.

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 Jane Nolan Goeken, with a second by Chris Fuhrman, to approve the financial reports and payment of the monthly bills as listed and presented.

Motion carried.

C) Dormitory System Fund Budget

Jeff Soper, Chief Financial Officer, presented the Dormitory System Fund Budget. Following the report, a motion was made by Arden Kinnander, with a second from Bob Jennings, to approve the Dormitory System Fund Budget as presented.

Motion carried.

D) Head Start Contract

Jeff Soper, Chief Financial Officer, presented the FY 2021 Head Start contract for the Board's consideration. Following the discussion, a motion was made by Pat Kibbie, with a second by Jane Nolan Goeken, to approve FY 2021 Head Start contract as presented.

Motion carried.

**E) Iowa Community College Online Consortium (ICCOC) Tuition Rate
F) Aviation Course and Flight Fees**

Jeff Soper, Chief Financial Officer, presented the proposed tuition rate for Iowa Community College Online Consortium (ICCOC) and Aviation course and flight fees for FY 2021. Following the presentation, a motion was made by Todd Johnson, and a second from Bob Jennings to approve the ICCOC tuition rate and Aviation course and flight fees for FY 2021 as presented.

Motion carried.

G) Airplanes—Purchases and Sales

Jeff Soper, Chief Financial Officer, presented information on the purchases and sale of some of the College's airplanes.

ORAL REPORTS

A) Iowa Association of Community College Presidents

College President Valerie Newhouse reported that the President's met online last month for the annual retreat. A Legislative update was given. Iowa Lakes is drafting a new statewide community college alliance to combat racial discrimination and violence.

B) Iowa Association of Community College Trustees

Board President Janice Lund reported that the trustees met on June 11. Among the topics discussed at the meeting were placement testing and the search committee for the Executive Director of IACCT position.

C) Trustee Comments

None.

ADJOURNMENT

Following no further discussion, the meeting adjourned at 5:46 P.M.

Cindy L. Oviatt, Board Secretary