

**BOARD WORK SESSION
IOWA LAKES COMMUNITY COLLEGE
SEPTEMBER 17, 2019
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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, September 17, 2019, 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
Pat Kibbie	Vice President
Jane Nolan Goeken	
Bob Jennings	
Todd Johnson	
Arden Kinnander	

MEMBERS ABSENT

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 4:26 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, September 17, 2019, beginning at 4:30 P.M.

MEMBERS PRESENT

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

MEMBERS ABSENT

Christopher Fuhrman

GUESTS

Tom Brotherton, Beth Elman, Delaine Hiney, Robert Leifeld, Kathy Muller, Jolene Rogers, Jeff Soper, Scott Stokes, Julie Williams, Tammy Shimon, Tim Bush, Martha Olson, Zak Kizer, Ellie Larson, Stacey Geerdes, Carl Lund, Mason Horkey, Kolton Blum, Tom Quastad, Kelly Dodge, and Neal Williamsen

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

Todd Johnson 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 Bob Jennings, with a second from Pat Kibbie, to accept and approve the minutes of the August 20, 2019, regular board meeting as written.

Motion carried with Kinnander and Goeken abstaining.

DELEGATIONS, PETITIONS AND COMMUNICATIONS

None.

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 Todd Johnson, to approve the consent agenda and supplemental contracts as presented.

Resignations:

LeCrecia Haywood, Talent Search Advisor, effective August 31, 2019

Kevin Grems, Web & Game Design Instructor/Coordinator, effective December 20, 2019

Todd Peters, Head Swim Coach/Enrollment Coach, effective October 31, 2019

New Hires:

Tanner Metz

Chemistry Instructor

Estherville

FT

Motion carried.

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NEW FACULTY INTRODUCTIONS

Robert Leifeld, Vice President of Administration, introduced new faculty members who have been hired since last September. Each person told a little about themselves.

Tammy Shimon	Director of Nursing
Tim Bush	Aviation / Airport Management Prog. Coord. / Assist. Flight Inst.
Stacey Geerdes	Agriculture Assistant Professor
Zachary Kizer	Communication Assistant Professor
Elizabeth Larson	Massage Therapy Program Instructor / Coordinator
Carl Lund	Math Associate Professor

IOWA LAKES REPORT

A) Agribusiness Technology

Tom Brotherton, Executive Dean of the Emmetsburg Campus, introduced Neal Williamsen. Neal introduced faculty members Tom Quastad, Kelly Dodge, Stacey Gerdes and students Mason Horkey and Kolton Blum who talked about their programs and provided their background information.

ACCREDITATION COMMISSION FOR EDUCATION IN NURSING (ACEN)

Following information provided by Tom Brotherton, Executive Dean of the Emmetsburg Campus, Arden Kinnander made a motion to approve pursuing an application for national accreditation for the nursing program through ACEN as presented and Jane Nolan Goeken seconded the motion.

Motion carried.

EXPLORE ESTABLISHMENT OF TWO CLUB SPORTS

Julie Williams, Executive Dean of Students, presented information on exploring e-sports and disc golf as possible additions to our competitive offerings for students. There is increasing student interest in these two areas. An 18 hole disc golf course is located on the Emmetsburg campus and we are creating gaming pods on the Estherville, Emmetsburg and Spencer

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campuses. Following the presentation, Bob Jennings motioned to approve exploring e-sports and disc golf as competitive programs, and Pat Kibbie seconded the motion.

Motion carried.

COMMUNITY & BUSINESS RELATIONS

A) Donation

Jolene Rogers, Executive Director of Community & Business Relations, presented information about a donation from Polaris Industries of equipment for use the in Engineering Technology Program. Following the presentation a motion was made by Jane Nolan Goeken, with a second from Todd Johnson, to accept the donation as presented.

Motion carried.

B) 260E New Jobs Training Preliminary Agreement

Jolene Rogers, Executive Director of Community & Business Relations, presented one 260E New Jobs Training Preliminary Agreement. Following the presentation, a motion was made by Arden Kinnander, with a second from Pat Kibbie, to approve the 260E New Jobs Training Preliminary Agreement as presented.

Motion carried.

C) New Jobs Training Project 2019-1

1) Resolution Directing Public Notice

The Board of Directors of Iowa Lakes Community College, met in the Administration Building, in the Board Room, Iowa Lakes Community College, 19 S. 7th Street, Estherville, Iowa, at 4:30 P.M., on the above date. There were present President Janice K. Lund in the chair, and the following named Board Members:

Jane Nolan Goeken, Robert Jennings, Todd Johnson, Pat Kibbie, and Arden Kinnander

Absent: Christopher Fuhrman

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Board Member Todd Johnson introduced the following Resolution entitled "RESOLUTION DIRECTING THE PUBLICATION OF NOTICE ON THE PROPOSITION OF THE ISSUANCE OF NOT TO EXCEED \$1,350,000 INDUSTRIAL NEW JOBS TRAINING CERTIFICATES," and moved that the same be adopted. Board Member Arden Kinnander seconded the motion to adopt. The roll was called and the vote was,

AYES: Johnson, Kinnander, Goeken, Jennings, Kibbie, and Lund
NAYS: None

Whereupon, the President declared the resolution duly adopted as follows:
RESOLUTION DIRECTING THE PUBLICATION OF NOTICE ON
THE PROPOSITION OF THE ISSUANCE OF NOT TO EXCEED
\$1,350,000 INDUSTRIAL NEW JOBS TRAINING CERTIFICATES

WHEREAS, the Community College is in need of funds to carry out one or more proposed new job training Project(s), as defined in Iowa Code Chapter 260E as hereinafter described; and, it is deemed necessary that it should issue Industrial New Jobs Training Certificates to the amount of not to exceed \$1,350,000, as authorized by Chapter 260E, Code of Iowa, as amended (the "Act"), for the purpose of providing funds to pay costs thereof; and

WHEREAS, Industrial New Jobs Training Agreements have been or will be negotiated which Agreements establish a new jobs training program to educate and train certain persons employed by certain employers in new jobs within the Merged Area, as defined in Iowa Code Chapter 260C.2 and such Agreements are deemed to be beneficial to the Community College and to employers and employees; and

WHEREAS, before Industrial New Jobs Training Certificates may be issued to fund the Project(s) contemplated by the Agreements, it is necessary to publish a notice on the matter of the proposal to issue the New Jobs Training Certificates and the right to appeal the decision of the Board of Directors in proposing to issue the Certificates.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF IOWA LAKES COMMUNITY COLLEGE:

Section 1. That this governing body shall meet in the Board Room, Iowa Lakes Community College, 19 S. 17th Street, Estherville, Iowa at 4:30 P.M., on the 8th day of October, 2019, for the purpose of taking action on the matter of the issuance of not to exceed \$1,350,000 Industrial New Jobs Training Certificates of said Merged Area, the

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proceeds of which Certificates will be used to provide funds to pay costs of new jobs training by providing education and training of workers for new jobs within the Merged Area.

Section 2. That the Secretary is hereby directed to cause at least one publication to be made of a notice of said meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in the Merged Area, said publication to be not less than fifteen (15) clear days before the date of the public meeting on the issuance of the Certificates.

Section 3. The notice of the proposed action to issue the Certificates shall be in substantially the following form:

**NOTICE OF MEETING AND ACTION OF THE BOARD OF
DIRECTORS OF IOWA LAKES COMMUNITY COLLEGE ON THE
MATTER OF THE PROPOSED ISSUANCE OF NOT TO EXCEED
\$1,350,000 PRINCIPAL AMOUNT OF IOWA LAKES COMMUNITY
COLLEGE INDUSTRIAL NEW JOBS TRAINING CERTIFICATES
(2019-1 MULTIPLE PROJECT) IN ONE OR MORE SERIES**

Public Notice is hereby given that the Board of Directors of Iowa Lakes Community College will meet on the 8th day of October, 2019, at 4:30 P.M., in the Board Room, Iowa Lakes Community College, 19 S. 17th Street, Estherville, Iowa at which meeting the Board proposes to institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$1,350,000 of Iowa Lakes Community College Industrial New Jobs Training Certificates (2019-1 Multiple Project) to be issued for the purpose of providing education and training of workers for new jobs at the following facilities located at the following locations within the Merged Area:

966 Industries, L.L.C.
817 26th Street
Milford, Iowa 51351

Brownmed, Inc.
1300 Lundberg Drive West
Spirit Lake, Iowa 51360

Godbersen Metal Works, LLC
1701 38th Avenue
Spencer, Iowa 51301

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IsoNova Technologies LLC
1501 32nd Avenue West
Spencer, Iowa 51301

Pivot Point Spencer, Inc.
803 32nd Avenue West
Spencer, Iowa 51301

Rembrandt Enterprises, Inc.
1521 18th Street
Spirit Lake, Iowa 51360

Veridian Limited
3710 West Milwaukee Street
Spencer, Iowa 51301

Veridian Limited
1301 Ohio Street
Des Moines, Iowa 51314

At the above meeting, the Board of Directors shall take additional action for the issuance of the industrial new jobs training certificates or will abandon the proposal to issue the certificates.

At any time within fifteen days after the publication of this notice a person may by action in the District Court of a County in the area within which the Community College is located, appeal the decision of the Board of Directors in proposing to issue the certificates. The action of the Board of Directors in determining to issue the certificates is final and conclusive unless the district court finds that the Board of Directors has exceeded its legal authority. An action shall not be brought which questions the legality of the certificates, the power of the Board of Directors to issue the certificates, the effectiveness of any proceedings relating to the authorization of the Project(s), or the authorization and issuance of the certificates from and after fifteen (15) days from the publication of this notice of intention to issue.

This Notice is given by order of the Board of Directors of Iowa Lakes Community College as provided in Section 260E.6(5), Code of Iowa, as amended.

2) Preliminary Official Statement & Electronic Bidding Process

Board Member Janice Lund introduced the following resolution entitled "RESOLUTION APPROVING PRELIMINARY OFFICIAL STATEMENT AND APPROVING ELECTRONIC BIDDING PROCEDURES" and moved that the resolution be adopted. Board Member Arden Kinnander seconded the motion to adopt. The roll was called and the vote was,

AYES: Lund, Kinnander, Goeken, Jennings, Johnson and Kibbie

NAYS: None

Whereupon, the President declared the resolution duly adopted as follows:
RESOLUTION APPROVING PRELIMINARY OFFICIAL
STATEMENT AND APPROVING ELECTRONIC BIDDING
PROCEDURES

WHEREAS, it is deemed necessary and advisable that Iowa Lakes Community College, State of Iowa, should issue its Industrial New Jobs Training Certificates, Series 2019-1, to the amount of not to exceed \$1,350,000, as authorized by Chapter 260E, Code of Iowa, as amended, for the purpose of providing funds to pay costs of providing education and training of workers for new jobs within the Merged Area; and

WHEREAS, in conjunction with its Municipal Advisor, Speer Financial, the College has caused a preliminary Official Statement to be prepared outlining the details of the proposed sale of the Certificates; and

WHEREAS, the Board has received information from its Municipal Advisor evaluating and recommending the procedure hereinafter described for electronic, facsimile and internet bidding to maintain the integrity and security of the competitive bidding process and to facilitate the delivery of bids by interested parties; and

WHEREAS, the Board deems it in the best interests of the College and the residents of the Merged Area to receive bids to purchase such Certificates by means of both sealed and electronic internet communication.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF IOWA LAKES COMMUNITY COLLEGE, STATE OF IOWA:

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- A. Bids shall be received on the 8th day of October, 2019, until 10:30 A.M., in the manner outlined in the preliminary Official Statement.
- B. That the preliminary Official Statement in the form presented to this meeting be and the same hereby is approved as to form and deemed final for purposes of Rule 15c2-12 of the Securities and Exchange Commission, subject to such revisions, corrections or modifications as the President and Secretary, upon the advice of bond counsel and the Community College's Municipal Advisor, shall determine to be appropriate, and is authorized to be distributed in connection with the offering of the Certificates for sale.
- C. That the receipt of electronic bids by facsimile machine and through the SPEERAUCTION Competitive Bidding System described in the Official Statement is hereby found and determined to provide reasonable security and to maintain the integrity of the competitive bidding process, and to facilitate the delivery of bids by interested parties in connection with the offering at public sale.

PASSED AND APPROVED this 17th day of September, 2019.

D) 28E Agreement with Des Moines Area Community College (DMACC)

Jolene Rogers, Executive Director of Community & Business Relations, presented information regarding a 28E agreement with Des Moines Area Community College (DMACC). Veridian is expanding its Spencer operation and opening a production site in Des Moines. Veridian has requested both locations be included in one project. The 28E agreement spells out what each college responsibilities are. Jane Nolan Goeken motioned to approve signing the 28E Agreement with DMACC as presented and Pat Kibbie seconded the motion.

Motion carried.

E) Community & Business Relations Update

Jolene Rogers, Executive Director of Community & Business Relations, presented information on various topics including year-end reporting for Continuing Education and a report about GAP students. The Scholarship Donor Recognition events will be in Estherville and Emmetsburg Campuses on September 23 and 26 respectively and the Fine Arts Chair campaign continues.

FACILITIES

A) Proposed 2020 Accelerated Career Education (ACE) Farm Laboratory Project

Delaine Hiney, Executive Director of Facilities Management, provided information on replacing the Farm Laboratory classroom. Pat Kibbie motioned to approve moving forward with hiring architects to develop a design and specifications for a new Farm Laboratory facility utilizing Accelerated Career Education (ACE) funding, and Todd Johnson seconded the motion.

Motion carried.

B) Facilities Update

Delaine Hiney, Executive Director of Facilities Management, provided an update on the Performing Arts construction project.

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 by Arden Kinnander, to approve the financial reports and payment of the monthly bills as listed and presented.

Motion carried.

MARCH 2018 MINUTES CORRECTION

Cindy Oviatt, Board Secretary, provided information on correcting the March 2018 Minutes for the inadvertently omitted section regarding the addition of the Shooting Sports Team. The missing section was:

Shooting Sports

Julie Williams, Executive Dean of Students, presented information on beginning a Shooting Sports Team. Chris Fuhrman made the motion to approve starting a Shooting Sports Team and Pat Kibbie seconded.

The vote was called:

Ayes: Fuhrman, Kibbie, Johnson, Kinnander, Jennings, and Lund

Nays: None

Absent: Goeken

Motion approved.

Following the information, Todd Johnson made a motion to insert the missing section between the FCC Application Renewal section and the Donations section in the 2018 March minutes. Pat Kibbie seconded the motion.

Motion carried.

ORAL REPORTS

A) Iowa Association of Community College Presidents

The Presidents met on September 4. Topics discussed during the meeting were changes in IWD, concurrent enrollment changes, and former Chancellor, Chris Duree, is now administering the CLIC/LINC program.

B) Iowa Association of Community College Trustees

The Trustees met on September 5 and topics were Future Ready Iowa, concurrent enrollment, lobbyists report, and Iowans for a Skilled Workforce.

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C) Trustee Comments

Compliments were given on the nursing articulation agreement with the University of Iowa.

ADJOURNMENT

Following no further discussion, the meeting was adjourned at 5:36 P.M.

Cindy L. Oviatt, Board Secretary