

**BOARD WORK SESSION  
IOWA LAKES COMMUNITY COLLEGE  
AUGUST 23, 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, August 23, 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**

**Janice Lund, President  
Chris Fuhrman  
Bob Jennings  
Arden Kinnander**

**MEMBERS ABSENT**

**Pat Kibbie  
Jane Nolan Goeken**

**GUESTS**

**Valerie 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 7<sup>th</sup> Street, Estherville, IA, on Tuesday, August 23, 2016, beginning at 4:30 P.M.**

**MEMBERS PRESENT**

**Janice Lund, President  
Chris Fuhrman  
Bob Jennings  
Arden Kinnander**

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

**MEMBERS ABSENT**

**Pat Kibbie  
Jane Nolan Goeken**

**GUESTS PRESENT**

**Delaine Hiney, Kathy Muller, Jane Campbell, Jolene Rogers, Scott Stokes, Tom Brotherton, Robert Leifeld, Jeff Soper, Cindy Oviatt and Todd Johnson.**

**MEDIA PRESENT**

**None.**

**CALL TO ORDER**

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

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**Board President Janice Lund made comments on the recent death of board member David Gottsche of Milford. Her comments included portions of his obituary and personal comments on his outstanding service to Iowa Lakes Community College and the Board of Trustees. Mr. Gottsche was appointed in June of 2010 to fill a vacancy left by the resignation of Bud Kyle, he continued to serve and be elected to two more terms prior to his untimely death on August 15, 2016.**

**REVIEW AND APPROVAL OF AGENDA**

**A motion was made by Bob Jennings, with a second from Arden Kinnander, to accept and approve the agenda as written.**

**The vote was called:**

**Ayes: Jennings, Kinnander, Fuhrman & Lund.**

**Nays: None.**

**Absent: Kibbie & Goeken.**

**Motion approved by unanimous vote.**

**REVIEW AND APPROVAL OF MINUTES**

**A motion was made by Chris Fuhrman, with a second from Bob Jennings, to accept and approve the minutes of the July 17, 2016 regular board meeting as written.**

**The vote was called:**

**Ayes: Fuhrman, Jennings, Kinnander & Lund.**

**Nays: None.**

**Absent: Kibbie & Goeken.**

**Motion approved by unanimous vote.**

**DELEGATIONS, PETITIONS, & COMMUNICATIONS**

**None.**

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**TRUSTEE APPOINTMENT**

Board President Janice Lund explained the process of filling the vacancy left by the death of David Gottsche. David Gottsche passed away on August 15, 2016 and the board is required to appoint a person to fill the vacancy at the next board meeting. At the general election on November 8, 2016, the voters in District 5, Merged Area III will elect an individual to complete the remainder of the District 5 vacant term, which expires in September, 2019.

Following the presentation, a motion was made by Janice Lund, with a second by Arden Kinnander, to appoint Todd N. Johnson, a resident of District 5, Merged Area III, to the vacant position until the general election on November 8, 2016.

The vote was called:

**Ayes: Lund, Kinnander, Fuhrman & Jennings.**

**Nays: None.**

**Absent: Kibbie & Goeken.**

Motion approved by unanimous vote.

Following the appointment of Todd N. Johnson to the District 5, Merged Area 3, seat, the Oath of Office was administered by Tony Condon, Board Secretary.

**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 Arden Kinnander, to accept and approve the Consent Agenda as presented.

**New Hires:** Success Center, Millie Frese, Instructional Assistant, Algona.  
Food Service, Jennifer Brown, Cook, Estherville.  
Engineering Technology, Chad Tischer, Instructor/Coordinator,  
Estherville

**Resignations:** Beth Elman, Enrollment Coach, effective August 23, 2016.

Supplemental Contracts as listed.

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**The vote was called:**

**Ayes: Jennings, Kinnander, Fuhrman, Johnson & Lund.**

**Nays: None.**

**Absent: Kibbie & Goeken.**

**Motion approved by unanimous vote.**

**FACILITIES UPDATE**

**Delaine Hiney, Executive Director of Facilities, presented an update on facilities. This update included progress on the Student Services Project on the Emmetsburg Campus, ribbon cutting ceremony on August 30, 2016 for the Beef Facility on the College Farm, Chava has been on site and preparing to start the wind turbine on the College Farm and the design for the Fine Arts Center on the Estherville Campus has been finalized at 516 seats in the auditorium.**

**IOWA LAKES REPORT**

**Jolene Rogers, Executive Director of Community & Business Relations, gave a presentation on the Iowa Lakes Foundation. Presented were the Foundation directors names and areas they represent. Also included in the presentation were the scholarship events, annual giving campaign and investments the Foundation oversees.**

**Jolene Rogers, Executive Director of Community & Business Relations, also gave a presentation on the 260 F program and how that works to promote worker training within the college's five county area. Over the past five years, Iowa Lakes has averaged \$183, 385 in training projects each year with local businesses. The goal of the Community & Business Relations office is to convert at least 25% of the training funds to projects utilizing Iowa Lakes staff and instructors.**

**INSTRUCTION & DEVELOPMENT**

**A) Candidates for Summer Graduation**

**Scott Stokes, Vice President of Administration, presented the list of 107 graduates for the 2016 Summer Commencement held on July 29, 2016.**

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**A motion was made by Janice Lund, with a second by Bob Jennings, to approve the list of graduates as presented.**

**The vote was called:**

**Ayes: Lund, Jennings, Fuhrman, Johnson & Kinnander.**

**Nays: None.**

**Absent: Kibbie & Goeken**

**Motion approved by unanimous vote.**

**B) FCC Lease Agreement**

**Scott Stokes, Vice President of Administration, presented an FCC Lease Agreement for the Boards consideration. This agreement is with River Valley Cooperative, Graettinger, for the lease of a FCC license granted to the College. After reviewing the details of the lease a motion was made by Bob Jennings, with a second by Arden Kinnander, to approve the lease as presented and authorize the college president to sign any and all documents.**

**The vote was called:**

**Ayes: Jennings, Kinnander, Fuhrman, Johnson & Lund.**

**Nays: None.**

**Absent: Kibbie & Goeken**

**Motion approved by unanimous vote.**

**TREASURER'S REPORT / MONTHLY BILLS**

**A) Monthly Bills**

**B) Financial Reports**

**Jeff Soper, Chief Financial Officer, presented the monthly bills and the June and July financial reports for approval. A motion was made by Arden Kinnander, with a second by Chris Fuhrman, to approve the financial reports and payment of monthly bills as listed and presented.**

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**The vote was called:**

**Ayes: Kinnander, Fuhrman, Johnson, Jennings & Lund.**

**Nays: None.**

**Absent: Kibbie & Goeken.**

**Motion was approved by unanimous vote.**

**ORAL REPORTS**

**A) Iowa Association of Community College Presidents**

**No Report.**

**B) Iowa Association of Community College Trustees**

**No Report.**

**C) Trustee Comments**

**Arden Kinnander commented on the Budget Oversight Committee meeting held on Tuesday, August 16, 2016. Appreciation was expressed to Jeff Soper and Heidi Skattebo for presenting the information.**

**FUTURE EVENTS**

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

**ADJOURNMENT**

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

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**Tony Condon, Board Secretary**