

**BOARD WORK SESSION
IOWA LAKES COMMUNITY COLLEGE
JANUARY 15, 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, January 15, 2019, 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
Christopher Fuhrman
Bob Jennings
Todd Johnson
Arden Kinnander

MEMBERS ABSENT

Pat Kibbie Vice President
Jane Nolan Goeken

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 was adjourned at 4:30 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 15, 2019, beginning at 4:30 P.M.

MEMBERS PRESENT

Janice Lund	President
Christopher Fuhrman	
Bob Jennings	
Todd Johnson	
Arden Kinnander	
Valerie Newhouse	College President
Cindy Oviatt	Board Secretary

MEMBERS ABSENT

Pat Kibbie	Vice President
Jane Nolan Goeken	

GUESTS PRESENT

Beth Elman, Delaine Hiney, Kathy Muller, Jolene Rogers, Jeff Soper, Lisa Stich, Julie Williams, Laura Haburn, Barb Grandstaff, and M.J. Dolan

MEDIA PRESENT

Mike Tidemann

CALL TO ORDER

The meeting was called to order by Board President Janice Lund at 4:35 P.M.

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REVIEW AND APPROVAL OF AGENDA

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

The vote was called:

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

Nays: None.

Motion approved by unanimous vote.

REVIEW AND APPROVAL OF MINUTES

A motion was made by Bob Jennings, with a second from Arden Kinnander, to accept and approve the minutes of the December 18, 2018, regular board meeting as written.

The vote was called:

Ayes: Jennings, Kinnander, Fuhrman & Lund.

Nays: None

Abstain: Johnson

Motion approved.

DELEGATIONS, PETITIONS, & COMMUNICATIONS

None.

**IOWA ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES (IACCT)
REPORT**

M. J. Dolan, IACCT Executive Director, gave a report on the Governor's Condition of the State address and Future Ready Iowa. The Board was given a handout with information about legislative priorities, state funding per pupil, Iowa Skilled Worker & Job Creation Fund, and workforce training.

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PERSONNEL / CONSENT AGENDA

A) 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 by Chris Fuhrman, to approve the early retirement applications as presented.

Ron Duer	Chief Flight Instructor & Aviation/Airport Management Program Coordinator, Estherville
Shirley Ezarski	Custodial/Maintenance, Emmetsburg
Renee Jedlicka	Communications Professor, Emmetsburg
Robert Klepper	Science Professor, Estherville
Merlin Nissen	Custodial/Maintenance, Emmetsburg
Jean Reinders	Financial Aid Specialist, Emmetsburg
Michael Schipull	Maintenance, Emmetsburg
Athony Stubbs	Communications Professor, Emmetsburg

The vote was called:

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

Nays: None.

Motion was approved by unanimous vote.

B) Three Year Academic Calendar

Kathy Muller, Executive Director of Human Resources, presented a three year calendar for the academic years of 2019-2020, 2020-2021, and 2021-2022. Following the presentation, a motion was made by Arden Kinnander, with a second by Bob Jennings, to accept and approve the three year calendar as presented.

The vote was called:

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

Nays: None.

Motion was approved by unanimous vote.

IOWA LAKES REPORT

A) Records / Registration

Julie Williams, Executive Dean of Students, introduced Barb Grandstaff, Registrar. Barb provided information about the changes in the Registrar's office in the past few years. File Director was implemented and documents have been scanned, helping the college to become more efficient and go paperless. In October, an electronic transcript process was implemented offering the opportunity to order a transcript online.

FACILITIES

A) Change Order #2 – Performing Arts Center

Delaine Hiney, Executive Director of Facilities, presented change order #2 – Performing Arts Center. This change order includes deducts for revising the smoke hatches and removing partial rails in the house aisle and additions include soil modifications at the loading dock drive, removal of unsuitable soils as determined by the engineer, recessing an area on the wood arms of the chairs for the name plates and lowering footings on the west side of the building. The total of change order #2 is an addition of \$18,760. Following the presentation, a motion was made by Arden Kinnander, with a second by Bob Jennings, to approve change order #2 for the Performing Arts Center.

The vote was called:

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

Nays: None.

Motion was approved by unanimous vote.

B) Facilities Update

Delaine Hiney, Executive Director of Facilities, presented a slide presentation on the construction progress of the Performing Arts Center.

COMMUNITY & BUSINESS RELATIONS

A) Donation

Jolene Rogers, Executive Director of Community & Business Relations, presented a donation of \$5,000 from the Siouxland Economic Development Corporation to be used for support of the Small Business Development Corporation (SBDC). Following the presentation, a motion was made by Todd Johnson, with a second by Chris Fuhrman, to accept the donation as presented.

The vote was called:

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

Nays: None.

Motion was approved by unanimous vote.

B) 260E New Jobs Training Preliminary Agreement

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

The vote was called:

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

Nays: None.

Motion was approved by unanimous vote.

C) Community & Business Relations Update

Jolene Rogers, Executive Director of Community & Business Relations, provided an update. The quarterly meeting for the Foundation is January 23. We are hosting the Century Club and Laker Kids Club on February 2. Scholarship applications are open. GAP has served twice the number of students this year and PACE has served 180 students so far.

TREASURER'S REPORT / MONTHLY BILLS

A) Financial Reports

B) Monthly Bills

Jeff Soper, Chief Financial Officer, presented the monthly bills and the financial report for approval. A motion was made by Chris Fuhrman, with a second by Todd Johnson, to approve the financial report and payment of monthly bills as listed and presented.

The vote was called:

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

Nays: None.

Motion was approved by unanimous vote.

C) Set Date for Public Hearing, FY 2020 Published Budget

Jeff Soper, Chief Financial Officer, requested approval to set February 19, 2019, at 4:30 PM as the date for the FY 2020 Published Hearing Date. Following the presentation, a motion was made by Arden Kinnander, with a second by Todd Johnson, to approve the FY 2020 Published Budget Hearing Date as presented.

The vote was called:

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

Nays: None.

Motion approved by unanimous vote.

D) Iowa Community College Online Consortium (ICCO) Course Fee

Following a presentation from Jeff Soper, Chief Financial Officer, a motion was made by Bob Jennings, with a second by Arden Kinnander, to approve the course fee as presented.

The vote was called:

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

Nays: None.

Motion approved by unanimous vote.

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ORAL REPORTS

- A) **Iowa Association of Community College Presidents**
The Presidents will meet next week.

- B) **Iowa Association of Community College Trustees**
The Trustees will meet next week.

- C) **Trustee Comments**
Janice Lund shared a nursing student story.

FUTURE EVENTS

Board President Lund reviewed the date and time of the next Board meeting on February 19, 2019 at 4:30 PM.

ADJOURNMENT

Following no further discussion, the meeting was adjourned at 5:24 P.M.

Cindy Oviatt, Board Secretary