

**BOARD WORK SESSION  
IOWA LAKES COMMUNITY COLLEGE  
APRIL 20, 2021  
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**BOARD WORK SESSION**

**CONFERENCE ROOM**

**4:00 P.M.**

The Board of Trustees of Iowa Lakes Community College met in the Conference Room at the Iowa Lakes Community College Emmetsburg Campus, 3200 College Drive, Emmetsburg, IA, at 4:00 P.M. on Tuesday, April 20, 2021, prior to the regular monthly board meeting. This public meeting and work session aimed 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	(Phone)
Bob Jennings	
Todd Johnson	
Arden Kinnander	

**MEMBERS ABSENT**

Jane Nolan Goeken

**GUESTS**

Valerie Newhouse	College President
Cindy Oviatt	Board Secretary

**DISCUSSION**

College President Newhouse reviewed the regular monthly board meeting agenda and conducted a brief discussion related to those items. No decisions were made, and no action was taken.

**ADJOURNMENT**

The work session adjourned at 4:29 P.M.

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The Board of Trustees of Iowa Lakes Community College met in regular session in the Conference Room at the Iowa Lakes Community College Emmetsburg Campus, 3200 College Drive, Emmetsburg, IA, on Tuesday, April 20, 2021, beginning at 4:30 P.M.

**MEMBERS PRESENT**

Janice Lund	President
Pat Kibbie	Vice President
Christopher Fuhrman	(Phone)
Bob Jennings	
Todd Johnson	
Arden Kinnander	
Valerie Newhouse	College President
Cindy Oviatt	Board Secretary

**MEMBERS ABSENT**

Jane Nolan Goeken

**GUESTS**

Delaine Hiney, Kathy Muller, Jolene Rogers, Jeff Soper, Tom Brotherton, Robert Leifeld, Laurie Pearson, Kendra Webb, Gracie Zemler, Elizabeth Trent, and Samantha Harris

**MEDIA PRESENT**

Mike Tidemann

**CALL TO ORDER**

Board President, Janice Lund, called the meeting to order at 4:40 P.M.

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**REVIEW AND APPROVAL OF AGENDA**

Arden Kinnander motioned, with a second from Todd Johnson, to accept and approve the agenda as written.

The vote was called, and the motion was approved unanimously.

**REVIEW AND APPROVAL OF MINUTES**

A motion was made by Todd Johnson, with a second from Pat Kibbie, to accept and approve the minutes of the March 16, 2021, regular board meeting as written.

The vote was called, and the motion was approved unanimously.

**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 Bob Jennings, with a second by Pat Kibbie, to approve the consent agenda and supplemental contracts as presented.

**Resignations:**

Kevin Fehr, Continuing Education Programmer, effective April 30, 2021

Carl Lund, Math Instructor, effective August 30, 2021

Alison Mason, Institutional Advancement Manager, effective May 11, 2021

The vote was called, and the motion was approved unanimously.

**IOWA LAKES REPORT**

**A) Cosmetology Program**

Tom Brotherton, Executive Dean of the Emmetsburg Campus, introduced Laurie Pearson, Cosmetology Program Coordinator & Instructor, and Kendra Webb, Cosmetology Instructor, who highlighted the program. Students Gracie Zemler, Samantha Harris, and Elizabeth Trent shared their reasons for joining the Cosmetology program and talked about their positive experiences while attending Iowa Lakes.

**GRANT AWARDS**

**A) College and Career Transition Counselor Grant**

Robert Leifeld, Vice President of Administration, presented information on the \$50,000 College and Career Transition Counselor Grant to be awarded over three years and is a shared position between Iowa Lakes Community College, Estherville Lincoln Central Community School District, Okoboji Community School District, and Spencer Community School District. Following the presentation, Pat Kibbie motioned, with a second from Todd Johnson, to accept the grant award.

The vote was called, and the motion was approved unanimously.

**B) Future Ready Iowa Employer Innovation Fund Grant**

Robert Leifeld, Vice President of Administration, presented information on the \$50,000 Future Ready Iowa Employer Innovation Fund Grant. This grant will help individuals complete the accounting or human resource course to become a Certified Professional Bookkeeper or earn the Society of Human Resource Management credential. Following the presentation, a motion was made by Arden Kinnander, with a second by Bob Jennings, to accept the grant award as presented.

The vote was called, and the motion was approved unanimously.

**C) Iowa Workforce Development Summer Youth Internship Pilot Project Grant: Career Ready! Program**

Robert Leifeld, Vice President of Administration, presented information on the \$246,700 Iowa Workforce Development Summer Youth Internship Pilot Project Grant: Career Ready! Program. This grant will serve 60 students and over 20 businesses, placing high school students in high-demand career fields and assisting them with drafting a career or education plan. Following the presentation, a motion was made by Bob Jennings, with a second by Arden Kinnander, to accept the grant award as presented.

The vote was called, and the motion was approved unanimously.

**D) Grants Update**

Robert Leifeld, Vice President of Administration, presented information on the National Science Foundation Scholarships in Science, Technology, Engineering, and Mathematics Program (NSF S-STEM) grant.

**COMMUNITY & BUSINESS RELATIONS**

**A) Donations**

Jolene Rogers, Executive Director of Community & Business Relations, shared information on two donations. Valued at \$63,311 the farm inputs donations of farm chemicals, fertilizer, and seeds are from various donors throughout the five-county area. The second donation is a \$10,000 gift for the Oliver Anderson Memorial Scholarship Fund. Following the presentation, a motion was made by Pat Kibbie, with a second by Todd Johnson, to accept the donations as presented.

The vote was called, and the motion was approved unanimously.

**B) Community & Business Relations Update**

Jolene Rogers, Executive Director of Community & Business Relations, provided an update. The Foundation Board met and updated their annual plan and goals. Scholarship awards are in progress. Professional Dog Grooming is working on the International Society of Canine Cosmetology Accreditation. Continuing Education enrollments are higher than last year.

**FACILITIES**

**A) Set Bid Date and Public Hearing Date—Emmetsburg Property (1308 Main Street)**

Delaine Hiney, Executive Director of Facilities Management, presented information on the sale of the property located at 1308 Main Street in Emmetsburg, setting the sealed bid opening date and the public hearing date. Following the presentation, a motion was made by Pat Kibbie, with a second by Arden Kinnander, to approve advertising the 1308 Main Street, Emmetsburg property for sale with a minimum bid of \$20,000 and setting May 17, 2021, at noon as the date and time to receive and publicly open sealed bids at the Emmetsburg Campus, 3200 College Drive, Beinfang Dining Room and to hold a Public Hearing at the May 18, 2021, Board meeting at the Spirit Lake Campus, 800 21<sup>st</sup> Street, Spirit Lake.

The vote was called, and the motion was approved unanimously.

**B) Facilities Update**

Delaine Hiney, Executive Director of Facilities Management, provided a brief update. At the Farm Lab project, the workers are installing the sheetrock, followed by paint, electricity, etc.

**TREASURER’S REPORT / MONTHLY BILLS**

**A) Financial Report**

**B) Monthly Bills**

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

The vote was called, and the motion was approved unanimously.

**ORAL REPORTS**

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

The Presidents meet every week to discuss legislature, and the monthly meeting is next week. President Newhouse invited everyone to tour the Cosmetology facility following the meeting.

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

The Trustees met earlier in April, and Board President Janice Lund gave a report on the topics discussed. The Annual IACCT conference will be virtual in July.

**C) Trustee Comments**

Arden Kinnander gave a brief Financial Oversight Committee update.

Bob Jennings thanked everyone for their support.

**ADJOURNMENT**

Following no further discussion, the meeting adjourned at 5:43 P.M.

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Cindy L. Oviatt, Board Secretary