

**BOARD WORK SESSION
IOWA LAKES COMMUNITY COLLEGE
MAY 18, 2021
PAGE 1**

BOARD WORK SESSION

ROOMS 120/121

4:00 P.M.

The Iowa Lakes Community College Board of Trustees met in Rooms 120/121 at the Iowa Lakes Community College Spirit Lake Campus, 800 21st Street, Spirit Lake, IA, at 4:00 P.M. on Tuesday, May 18, 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 | |
| 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 regular monthly board meeting agenda and briefly discussed 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
MAY 18, 2021
PAGE 2**

The Board of Trustees of Iowa Lakes Community College met in regular session in the Industrial Training Room at the Iowa Lakes Community College Spirit Lake Campus, 800 21st Street, Spirit Lake, IA, on Tuesday, May 18, 2021, 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

Robert Leifeld, Julie Williams, Jolene Rogers, Delaine Hiney, Jeff Soper, Kathy Muller, Tom Brotherton, Beth Elman, Dan Lutat, Scott Stokes, and Mary Faber

MEDIA PRESENT

None.

CALL TO ORDER

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

REVIEW AND APPROVAL OF AGENDA

Pat Kibbie motioned, with a second from Arden Kinnander, 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 Chris Fuhrman, with a second from Bob Jennings, to accept and approve the minutes of the April 20, 2021, regular board meeting as written.

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

DELEGATIONS, PUBLIC COMMENT AND COMMUNICATIONS

None.

INSTRUCTION & DEVELOPMENT

A) Candidates for Graduation

Following the information provided by Robert Leifeld, Vice President of Administration, a motion was made by Bob Jennings, with a second from Jane Nolan Goeken, to approve the Spring 2021 slate of candidates for graduation.

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

IOWA LAKES SPIRIT LAKE CAMPUS OPERATIONS

A) Spirit Lake Campus Operations—Mary Faber

Robert Leifeld, Vice President of Administration, introduced Mary Faber, Spirit Lake Campus Supervisor. Mary gave a brief report on her staff and the Spirit Lake activities in each department.

IOWA LAKES REPORT

A) Athletics

Julie Williams, Executive Dean of Students, gave highlights of sports this last year during the pandemic. The teams competed throughout each of their seasons successfully and didn't cancel any events due to COVID.

Katie King was named the ICCAC Softball Coach of the Year, Cody Alesch, was named the NJCAA Wrestling Man of the Year, and Troy Larson was named the District Coach of the Year, and he also celebrated his 300th career win.

COMMUNITY & BUSINESS RELATIONS

A) 260E New Jobs Training Preliminary Agreement

Jolene Rogers, Executive Director of Community & Business Relations, presented a 260E New Jobs Training Agreement with an Emmet County business. Following the presentation, a motion was made by Arden Kinnander, with a second by Todd Johnson, to approve the 260E New Jobs Training Agreement 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 on the 260F Incumbent Worker Training Grant program, 260G Accelerated Career Education (ACE) Job Credits, Governors Emergency Education Relief 2 Grant request, Career Ready! Internship Program, and the Employer Innovation Grant 2.

FACILITIES

A) Public Hearing and Action on Bids—Emmetsburg Property (1308 Main Street)

Delaine Hiney, Executive Director of Facilities Management, held a public hearing to sell the property located at 1308 Main Street in Emmetsburg. Four sealed bids were submitted and opened at noon on May 17. In attendance were Thomas Brotherton, Delaine Hiney, Dan Cooper, Eric Woodford, and Mary Woodford. Eric Woodford submitted the high bid of \$36,000, and the low bid submitted was \$20,000. Following the presentation, a motion was made by Pat Kibbie, with a second by Jane Nolan Goeken, to accept the bid from Eric Woodford for the amount of \$36,000 for the property located at 1308 Main Street, Emmetsburg, IA.

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

B) Facilities Update

Delaine Hiney, Executive Director of Facilities Management, provided a brief update. The Estherville Arts & Science HVAC replacement unit is on target for delivery at the end of May. Once the new unit is on-site, it will take a couple of days to connect ductwork, electrical, and controls. The walls are painted, and the bathroom tile, flooring, and cabinets will be installed this week at the Farm Lab. The Chava turbine is waiting for new bearings to be made.

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 Bob Jennings, with a second by Chris Fuhrman, 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.

C) Red Flags Board Policy #644 Review

Jeff Soper, Chief Financial Officer, presented the Red Flags Policy for review.

**REGULAR BOARD MEETING
IOWA LAKES COMMUNITY COLLEGE
MAY 18, 2021
PAGE 6**

D) Tuition and Fees FY 2022

Jeff Soper, Chief Financial Officer, presented the FY 2022 tuition and fees schedule. Following the presentation, a motion was made by Jane Nolan Goeken, with a second from Todd Johnson to approve the schedule of tuition and fees for FY 2022 as presented.

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

PRESIDENT'S ANNUAL REVIEW – EXECUTIVE CLOSED SESSION / CODE OF IOWA, CHAPTER 21.5(D)(i)

College President Valerie Newhouse submitted a request for a closed session to conduct the President's annual review. Following the request, a motion was made by Arden Kinnander, with a second by Pat Kibbie to move into a closed session at 5:23 P.M.

The vote was called:

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

Nays: None.

The motion was approved by unanimous vote.

OPEN SESSION

Board President, Janice Lund, reconvened the public meeting at 6:06 P.M.

PERSONNEL / CONSENT AGENDA

A) Resignations / New Hires / Contracts

B) FY 2022 Contracts & Salaries

Following the information provided by Kathy Muller, Executive Director of Human Resources, a motion was made by Bob Jennings, with a second by Todd Johnson, to approve the consent agenda, supplemental contracts, FY 2022 contracts, President's contract, and salaries as presented.

Resignations:

Janeice Garrard, Grant Writer, effective April 30, 2021.

Angela Zarybnicki, Upward Bound Advisor, effective June 1, 2021.

**REGULAR BOARD MEETING
IOWA LAKES COMMUNITY COLLEGE
MAY 18, 2021
PAGE 7**

New Hires:

| | | | | |
|-----------------|-----------------------------------|----------------|----|-------------|
| John Leopold | Art Instructor | Estherville | FT | \$51,500 |
| Theresa Pokorny | Nursing Instructor | Emmetsburg | FT | \$46,500 |
| Shaley Cullen | Assessment & Compliance Coord. | Administration | FT | \$20.17/hr. |

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

ORAL REPORTS

A) Iowa Association of Community College Presidents

The Presidents have their annual retreat this week.

B) Iowa Association of Community College Trustees

The Trustees met, and Bob Jennings reported on the gunsmithing program at IVCCD. The IACCT Conference will be virtual in July and gave a legislative update.

C) Trustee Comments

None to report.

ADJOURNMENT

Following no further discussion, the meeting adjourned at 6:21 P.M.

Cindy L. Oviatt, Board Secretary