

**BOARD WORK SESSION
IOWA LAKES COMMUNITY COLLEGE
DECEMBER 14, 2021
PAGE 1**

BOARD WORK SESSION

CONFERENCE ROOM

4:00 P.M.

The Iowa Lakes Community College Board of Trustees 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, December 14, 2021 prior to the regular monthly board meeting. This public meeting and work session reviewed the agenda for the regular monthly meeting and briefly discussed related topics.

MEMBERS PRESENT

Janice Lund	President
Pat Kibbie	Vice President
Bob Jennings	
Todd Johnson	
Arden Kinnander	

MEMBERS ABSENT

Chris Fuhrman
Jane Nolan Goeken

GUESTS

Valerie Newhouse	College President
Cindy Oviatt	Board Secretary
Curt Petersen	

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
DECEMBER 14, 2021
PAGE 2**

The Board of Trustees of Iowa Lakes Community College met in regular session in the Board Room at the Administration Building, 19 South 7th Street, Estherville, IA, on Tuesday, December 14, 2021, beginning at 4:30 P.M.

MEMBERS PRESENT

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

MEMBERS ABSENT

Christopher Fuhrman
Jane Nolan Goeken

GUESTS

Curt Petersen, Beth Elman, Delaine Hiney, Robert Leifeld, Dan Lutat, Kathy Muller, Jolene Rogers, Julie Williams, Mischelle Dahna, Mary Trent, and Janet Leifeld

MEDIA PRESENT

Mike Tidemann

CALL TO ORDER

Board President, Janice Lund, called the meeting to order at 4:30 P.M.

**REGULAR BOARD MEETING
IOWA LAKES COMMUNITY COLLEGE
DECEMBER 14, 2021
PAGE 3**

REVIEW AND APPROVAL OF AGENDA

Todd Johnson motioned, with a second from Bob Jennings, 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 Arden Kinnander, with a second from Pat Kibbie, to accept and approve the minutes of the November 16, 2021, regular board meeting as written.

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

DELEGATIONS, PUBLIC COMMENT, AND COMMUNICATIONS

None.

ACCEPTANCE OF ELECTION RESULTS

Cindy Oviatt, Board Secretary, presented the results of the school elections held on November 2, 2021, as certified by the Dickinson County Auditor/Commissioner of Elections. Three Board members were elected to a four-year term each, with the results as follows.

Bob Jennings	872 Votes	District 7	Term Expires 2025
Patrick Kibbie	1130 Votes	District 6	Term Expires 2025
Curt Petersen	701 Votes	District 3	Term Expires 2025

A motion was made by Arden Kinnander, with a second from Todd Johnson, to accept the election results.

The vote was called:

Ayes: Kinnander, Johnson, Jennings, Kibbie, & Lund

Nays: None

Absent: Fuhrman & Goeken

Motion approved by unanimous vote.

**REGULAR BOARD MEETING
IOWA LAKES COMMUNITY COLLEGE
DECEMBER 14, 2021
PAGE 4**

ADJOURNMENT OF OLD BOARD

President Janice Lund adjourned the regular board meeting at 4:31 P.M.

CALL TO ORDER OF NEW BOARD

Cindy Oviatt, Board Secretary, called the meeting of the New Board to order at 4:31 P.M.

A) Oath of Office

Cindy Oviatt, Board Secretary, administered the Oath of Office to the elected Trustees.

“Do you solemnly swear that you will support the Constitution of the United States and the Constitution of the State of Iowa and that you will faithfully and impartially, to the best of your ability, discharge the duties of the office of Director and Trustee of Iowa Lakes Community College as now or hereafter required by law?”

Bob Jennings, Pat Kibbie, and Curt Petersen responded in the affirmative.

Curt Petersen took his place on the Board.

B) Nominations for Board President

A motion was made by Arden Kinnander, with a second by Pat Kibbie, to nominate and elect Janice Lund as Board President.

The vote was called, and Janice Lund was elected as Board President unanimously.

Board President Janice Lund conducted the remainder of the meeting.

C) Nominations for Board Vice President

A motion was made by Bob Jennings, with a second by Arden Kinnander, to nominate and elect Pat Kibbie as Board Vice President.

The vote was called, and Pat Kibbie was elected Vice President by unanimous vote.

**REGULAR BOARD MEETING
IOWA LAKES COMMUNITY COLLEGE
DECEMBER 14, 2021
PAGE 5**

D) Appointments of Attorney, Secretary & Treasurer

A motion was made by Janice Lund, with a second by Todd Johnson, to approve the appointments of Attorney, Secretary, and Treasurer.

Attorney – Scot Bauermeister, Fitzgibbons Law Office
Secretary – Cindy Oviatt
Treasurer – Jeff Soper

Motion approved by unanimous vote.

E) Appointment of Committees

The appointments of committees are tabled until the January 18, 2022 meeting.

F) Designation of Depository Institutions

A motion was made by Todd Johnson, with a second by Arden Kinnander, to accept and approve the depository institutions as presented and listed.

Motion approved by unanimous vote.

G) Designation of Depository Signatories

The list of designated depository signatories was presented. Authorized signers are Board President Janice Lund, Board Secretary Cindy Oviatt, Board Treasurer Jeff Soper, and Business Manager Heidi Skattebo. A motion was made by Bob Jennings, with a second by Pat Kibbie, to approve the depository signatories as presented.

Motion approved by unanimous vote.

**REGULAR BOARD MEETING
IOWA LAKES COMMUNITY COLLEGE
DECEMBER 14, 2021
PAGE 6**

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 Todd Johnson, with a second by Pat Kibbie, to approve the consent agenda and supplemental contracts as presented.

New Hires:

Chantel Teeter, Allied Health Programmer, Emmetsburg, FT, \$57,242
Jeff Vierkant, SBDC Director, Spencer, FT, \$65,585
Shari Schurg, TRIO-SSS Project Assistant, PT, \$13.25/hr.

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

IOWA LAKES REPORT

A) STEM

Robert Leifeld, Vice President of Administration, introduced Northwest Region STEM Manager Mary Trent and Northwest Region STEM Office Associate Janet Leifeld. Mary Trent provided a brief informational presentation.

Curt Petersen left the meeting.

FACILITIES UPDATE

Delaine Hiney, Executive Director of Facilities Management, presented information on the \$1 million grant to develop a Regional Career Academy on the Spirit Lake Campus through the Career Academy Incentive Fund.

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 from a Kossuth County business. Following the presentation, a motion was made by Bob Jennings, with a second from Arden Kinnander, to approve the 260E New Jobs Training Preliminary Agreement as presented.

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

**REGULAR BOARD MEETING
IOWA LAKES COMMUNITY COLLEGE
DECEMBER 14, 2021
PAGE 7**

B) Community & Business Relations Update

Jolene Rogers, Executive Director of Community & Business Relations, provided an update on the 260E New Jobs Training Program. There are currently four companies with preliminary agreements in place.

IOWA LAKES UPDATE

Dan Lutat, Executive Director of Foundations and Governmental Affairs, presented information on giving campaigns at the college and scholarship awards. He also provided updates on legislative priorities, student leadership seminars, and Community College Day on the Hill.

TREASURER'S REPORT / MONTHLY BILLS

- A) Financial Report**
- B) Monthly Bills**

College President Valerie Newhouse presented the financial report and the monthly bills for approval. A motion was made by Arden Kinnander, with a second by Pat Kibbie, to accept the financial report and to approve 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

College President, Valerie Newhouse, reported on the December president's meeting. They discussed the Department of Education, Career Academy Incentive Fund, legislature, Future Ready Iowa, and a demographic shift in Iowa.

B) Iowa Association of Community College Trustees

Trustee Bob Jennings presented information on the IACCT meeting. At the meeting, the trustees discussed the Diversity, Equity & Inclusion Director, the new trustee webinar, a Department of Education report, and redistricting.

**REGULAR BOARD MEETING
IOWA LAKES COMMUNITY COLLEGE
DECEMBER 14, 2021
PAGE 8**

C) Trustee Comments

No comments.

ADJOURNMENT

Following no further discussion, the meeting adjourned at 5:35 P.M.

Cindy L. Oviatt, Board Secretary