

**BOARD WORK SESSION
IOWA LAKES COMMUNITY COLLEGE
DECEMBER 13, 2023
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BOARD WORK SESSION

CONFERENCE ROOM

3:30 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 3:30 P.M. on Tuesday, December 13, 2023, 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
Jane Nolan Goeken	
Bob Jennings	
Arden Kinnander	
Curt Petersen	

MEMBERS ABSENT

Todd Johnson

GUESTS

Scott Stokes	College President
Mischelle Dahna	Board Secretary

DISCUSSION

College President Stokes 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 4:34 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 Administration Building, 19 South 7th Street, Estherville, IA, on Tuesday, December 13, 2023, beginning at 4:30 P.M.

MEMBERS PRESENT

Janice Lund	President
Pat Kibbie	Vice President
Jane Nolan Goeken	
Bob Jennings	
Arden Kinnander	
Curt Petersen	

MEMBERS ABSENT

Todd Johnson

GUESTS

Scott Stokes, Mischelle Dahna, Kathy Muller, Robert Leifeld, Dan Lutat, Kyle Norris, Jeff Soper, Beth Elman, Erin Latona, Troy Larson, Joseph Holtz, Colton Main, Jalen Michaelson, Jesse Wright, Cooper Tunink, Emily Gottsche

MEDIA PRESENT

Mike Tidemann

CALL TO ORDER

Board President Janice Lund called the meeting to order at 4:37 P.M.

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REVIEW AND APPROVAL OF AGENDA

A motion was made by Bob Jennings, with a second from Pat Kibbie, 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 Jane Nolen Goeken, with a second from Curt Petersen, and Arden Kinnander abstain due being absent at the last meeting, to accept and approve the minutes of the November 14, 2023, 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

Mischelle Dahna, Board Secretary, presented the results of the school elections held on November 7, 2023, 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:

Janice Lund	District 2	Term Expires 2027
Jane Nolan Goeken	District 4	Term Expires 2027
Arden Kinnander	District 1	Term Expires 2027
Jason Simpson	District 5	Declined

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

The vote was called:

Ayes: Petersen, Goeken, Jennings, Kinnander, Kibbie, and Lund

Nays: None

Absent: Johnson

Motion approved by unanimous vote.

ADJOURNMENT OF OLD BOARD

President Janice Lund adjourned the regular board meeting at 4:41 P.M

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CALL TO ORDER OF NEW BOARD

Mischelle Dahna, Board Secretary, called the meeting of the New Board to order at 4:41 P.M.

A) Oath of Office

Mischelle Dahna, 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?”

Janice Lund, Jane Nolan Goeken, and Arden Kinnander responded in the affirmative.

B) Nominations for Board President

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

The vote was called, and Arden Kinnander was elected as Board President unanimously.

Board President Arden Kinnander conducted the remainder of the meeting.

C) Nominations for Board Vice President

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

The vote was called, and Bob Jennings was elected Vice President by unanimous vote.

D) Appointments of Attorney, Secretary & Treasurer

A motion was made by Jane Nolan Goeken, with a second by Curt Petersen, to approve the appointments of Attorney, Secretary, and Treasurer.

Attorney – Scot Bauermeister, Fitzgibbons Law Office
Secretary – Mischelle Dahna
Treasurer – Jeff Soper

Motion approved by unanimous vote.

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E) Appointment of Committees

The appointments of committees are tabled until the January 16, 2024, meeting.

F) Designation of Depository Institutions

A motion was made by Pat Kibbie, with a second by Jan Lund, 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 Arden Kinnander, Board Secretary Mischelle Dahna, Board Treasurer Jeff Soper, and Business Manager Tia Bernholtz. A motion was made by Curt Petersen, with a second by Bob Jennings, to approve the depository signatories as presented.

Motion approved by unanimous vote.

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

Resignation:

Karie Clifford, Medical Assisting and Medical Office Technology, effective January 1, 2024.

New Hires:

Jeff Vierkant, Business Instructor, Estherville, FT, \$46,000
Nicholas Stockdale, Custodial/Maintenance, Estherville, PT, \$15.50/hr.

Supplemental Contracts, Adjuncts, Clinical, Temporary, On-Call

Jeffrey Vierkant, Development of Continuing Ed. Hub, Rebrand,
opportunities in Business area, Financial/budget analysis,
grant renewals, Capital Campaign

\$15,000

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Carol Ayres Mentor for Sheila Drenkow	\$825.00
Mischelle Dahna Board Secretary for 2024	\$10,300
Cody Petersen Continuing Ed EMT	25.00/hr.
Merlin Platt, Jr. Continuing Ed EMT	25.00/hr.
Debra Steven Continuing Ed EMT	25.00/hr.

CLUB Contracts:

Tom Quastad, Ag Business Club,	\$650.00
Kelly Dodge, Ag Production Club,	\$650.00
John Leopold, Art Club,	\$650.00
Tim Busch, Aviation Club,	\$650.00
Brian Bristow, Biology Club,	\$650.00
Corey Menning, Building Technology Club,	\$650.00
Deb Jones, Business Professionals Club,	\$650.00
Melissa Regelstad, Childcare Club,	\$650.00
Laurie Pearson, Cosmetology Club,	\$650.00
Sonja Fagre, Criminal Justice Club Co-sponsor,	\$325.00
Christ Gerstbrein, Criminal Justice Club Co-sponsor,	\$325.00
Denise Reimer, DEX/DECA Club,	\$650.00
Laurie Schmidt, Diversity Club,	\$650.00
Drew Howing, Environmental Club,	\$650.00
Dan Bredeson, Farm Equipment Club,	\$650.00
Jesse Grossnickle, Hotel Restaurant Club Co-sponsor,	\$650.00
Amy Ver Mulm, Human Services/Disability Club	\$650.00
Brett Fuelberth, Laker Life Club Co-Sponsor	\$325.00
Drew Howing, Laker Life Co-Sponsor	\$325.00
Friesner Trevor, Laker Life	\$650.00
Rick Brichta, Marine Club	\$650.00
Ellie Larson, Massage Therapy Club	\$650.00
Karie Clifford, Medical Assistant Club	\$650.00
Carol Ayres, Music Club Co-sponsor	\$325.00
Brett Fuelberth, Music Club Co-sponsor	\$325.00
Hansen Ashleigh, Nursing Club LPN	\$650.00
Matt Bohl, Power Sports Club Co-sponsor	\$325.00
Dustin Ross, Power Sports Club Co-sponsor	\$325.00
Weston Miller, Technology Club	\$650.00
Annette Lindquist, Vet Tech Club	\$650.00
Gottsche Emily, Welding Club	\$650.00
Lora Devereaux, Book Club	\$650.00
John Leopold, Martial Arts Club	\$650.00

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TV Contracts:

Sharon Hackenmiller, Western Civ: Early Modern to Present	\$351.00
Sharon Hackenmiller, Contemporary Global Issues	\$315.00
Sharon Hackenmiller, U.S. History to 1877	\$291.00
Mike Nichols, Elementary Spanish I	\$330.00
Denise Reimer, Principles of Selling	\$355.00
Michelle Rubel, Math for Liberal Arts	\$405.00
Michelle Rubel, College Algebra & Trig	\$425.00
Judy Naber, Children's Literature	\$255.00
Judy Naber, Composition I	\$345.00
Matt Strom, Calculus I	\$415.00
Mark Zabawa, General Biology	\$415.00

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

IOWA LAKES REPORT

A) Welding

Kyle Norris, Executive Dean, introduced Emily Gottsche, Welding Technology Program Coordinator and Assistant Professor, and Joseph Holtz, Welding Lab Assistant, who presented information on the Welding Program. Students Colton Main, Jalen Michaelson, Jesse Wright, and Cooper Tunink shared why they chose Iowa Lakes Community College, their experiences, and their plans after graduation.

IOWA LAKES UPDATE

A) Donation

Dan Lutat, Executive Director of Foundations & Governmental Affairs, presented information on a equipment donation from Mau Marine Inc. to be used in the Boat and Watercraft Technician Program. The donated equipment includes a 22-ft. 2018 Monterey 224FS, V-6 Series II and a 2011 EZ Loader Trailer with a resale value of \$13,184.31. A motion was made by Pat Kibbie, with a second from Jan Lund, to accept the donations as presented.

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

B) Foundation Update

Dan Lutat, Executive Director of Foundations & Governmental Affairs, gave an update on Scholarships at a glance, Foundation, and Donorships.

TREASURER'S REPORT / MONTHLY BILLS

A) Financial Reports

B) Monthly Bills

Jeff Soper, Chief Financial Officer, presented the financial report and the monthly bills for approval. A motion was made by Pat Kibbie, with a second by Jane Nolen Goeken, 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.

C) Course Fees

Jeff Soper, Chief Financial Officer, presented information on changes to course fees for the Spring Semester. A motion was made by Bob Jennings, with a second by Curt Petersen, to approve the course fee changes as presented.

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

D) 28E ACCES Agreement

Jeff Soper, Chief Financial Officer, presented the 28E ACCES Agreement for approval. Following the presentation, a motion was made by Jan Lund, with a second from Pat Kibbie, to accept the 28E ACCES Agreement as presented.

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

ORAL REPORTS

A) Community Colleges for Iowa Presidents

College President Scott Stokes reported that the Presidents met yesterday with minimal updates from the governor's office or the Department of Education. A presentation by Erick Danielson, Vice President of Programs at Iowa College Access Network (ICAN), covered potential FAFSA changes and their impacts on students and families. While awaiting further guidance, Danielson discussed various scenarios that could alter established processes, potentially negatively impacting students. The presenter's PowerPoint, once received, will be shared with the Iowa Lakes team.

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Additionally, the Colleges for Iowa Convention and Tradeshow held from Nov 28-30 saw excellent participation, with Iowa Lakes having 12 attendees. Kathy Muller received the Outstanding Staff Award, and Mike Gengler, Wind Energy Program Coordinator/Instructor, was recognized with the Outstanding Faculty Award.

B) Community Colleges of Iowa Trustees

Trustee Bob Jennings provided an update on the recent Community Colleges for Iowa meeting, noting the board's transition to a 401K retirement plan with Connectify effective January 1st. The successful Community Colleges for Iowa Convention and Trade Show held in November was discussed, with plans for next year's event scheduled between December 3rd and 5th. Preparations for the 2024 Trustee Conference, focusing on governance, were outlined. The conference, set for July 10th to 11th in Waterloo, will collaborate with Iowa State University on leadership programs and potential new offerings, including faculty leadership. Future initiatives include Leadership in Action Week in February and meetings with the Iowa Congressional delegation during the February National Legislative Summit in Washington, DC. Bob's recent appointment to the Communications and Education Committee for ACCT was highlighted, emphasizing the importance of unity among Iowa community colleges and ongoing collaboration with state legislative leaders for consistent legislative priorities.

Trustee Comments

None.

ADJOURNMENT

Following no further discussion, the meeting adjourned at 5:34 P.M.

Mischelle Dahna, Board Secretary