

**BOARD WORK SESSION
IOWA LAKES COMMUNITY COLLEGE
FEBRUARY 20, 2024
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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 4:01 P.M. on Tuesday, February 20, 2024, 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

Arden Kinnander	President
Bob Jennings	Vice President
Pat Kibbie	
Jane Nolan Goeken	(Zoom)
Janice Lund	(Phone)

MEMBERS ABSENT

Curt Petersen

GUESTS

Scott Stokes	College President
Mischelle Dahna	Board Secretary
Kari Batman	

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 4:26 P.M.

**REGULAR BOARD MEETING
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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, February 20, 2024, beginning at 4:30 P.M.

MEMBERS PRESENT

Arden Kinnander	President
Bob Jennings	Vice President
Pat Kibbie	
Jane Nolan Goeken	(Zoom)
Janice Lund	(Phone)

MEMBERS ABSENT

Curt Petersen

GUESTS

Scott Stokes, Mischelle Dahna, Kari Batman, Kathy Muller, Robert Leifeld, Dan Lutat, Jeff Soper, Beth Elman, Jolene Rogers, Cody Prather, Stacey Benson, Johnny Hurley, Trevor Friesner, Chantel Teeter, Brooke Rice, Trudy Ahrens, Carol Ayres, Haily Green, Amanda Tews, Brett Fuelberth, Nick Semnani, Ben MacRae, Ruadhan Feeney, Reece Fahey, Garbhan Feeney, Yuta Hirano, Ian Campbell, Lutho Mkaba, Shaiyon Johnson, William Gonzalez, Matheus Loreto, Gabriel Miranda, Ahmed Dosso, Samuel Shakes, Darian Bradshaw, Flynn Faulkner, Josep Moral, Keishon Clarke, Eugenio Perez, Lander Barrio Gonzalez, Romain Mananga Mbumba, Keiji Sugiura, Kaito Obuchi, Francis Motsi

MEDIA PRESENT

Mike Tidemann

CALL TO ORDER

Board President Arden Kinnander called the meeting to order at 4:31 P.M.

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REVIEW AND APPROVAL OF AGENDA

A motion was made by Bob Jennings, with a second from Jane Nolan Goeken, 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 Jan Lund, with a second from Bob Jennings, to accept and approve the minutes of the regular board meeting on January 16, 2024, 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 Pat Kibbie, with a second by Bob Jennings, to approve the consent agenda and supplemental contracts as presented.

Resignations:

Harley Bolstad, Computer Technician, effective February 13, 2024

Adam Parker, Aviation Ground School Instructor, effective February 12, 2024

New Hires:

Lloyd Throop, ELDT/CDL Coordinator, Emmetsburg, FT, \$44, 866.

Jenny Bengs, Receptionist/Office Asso., Spirit Lake, PT, \$14.40

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

Mike Dunlap, Cont. Ed. Moped Instructor \$25.00/hr.

Renee Chism, Cont. Ed. Moped Instructor \$25.00/hr.

Jacob Moermond, Cont. Ed. EMS Instructor \$25.00/hr.

Noah Jensen, Dishwasher, Estherville \$11.60/hr.

Asher Mathine, Dishwasher, Estherville \$11.60/hr.

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

IOWA LAKES REPORT

A) Music/Vocal Program

Robert Leifeld, Vice President, introduced Carol Ayres, Professor, Instrumental Music & Jazz Band, and Brett Fuelberth, Professor, Vocal Music & Choir, who presented information on the Music and Vocal Programs. Students Haily Green and Amanda Tews shared why they chose Iowa Lakes Community College, their experiences, and their plans after graduation.

RECOGNITION OF NATIONAL CHAMPION MEN'S SOCCER TEAM

Ashley Martin, Assistant Athletic Director, and Head Women's Basketball Coach, introduced Head Coach Ben MacRae, Assistant Coach Nick Semnani, and the Iowa Lakes Men's Soccer Team, which was crowned the 2023 Men's Division II National Champions. Coach MacRae presented information on the Iowa Lakes Soccer Program, highlighting the exceptional season and the journey leading to the national championship while emphasizing the importance of teamwork and the unique blend of players from diverse backgrounds. The Iowa Lakes Men's Soccer Team players—Ruadhan Feeney, Reece Fahey, Garbhan Feeney, Yuta Hirano, Ian Campbell, Lutho Mkaba, Shaiyon Johnson, William Gonzalez, Matheus Loreto, Gabriel Miranda, Ahmed Dosso, Samuel Shakes, Darian Bradshaw, Flynn Faulkner, Josep Moral, Keishon Clarke, Eugenio Perez, Lander Barrio Gonzalez, Romain Mananga Mbumba, Keiji Sugiura, Kaito Obuchi, and Francis Motsi—shared why they chose Iowa Lakes Community College, their experiences with the team, and their plans after graduation.

FACILITIES UPDATE

A) Review Specifications, Set Bid Opening Date and Public Hearing Date for Emmetsburg and Estherville Roof and RTU Replacements

Robert Leifeld, Vice President, presented information on the descriptions of the roofs and RTU projects for Emmetsburg and Estherville. Following the report, a motion was made by Pat Kibbie, with a second from Bob Jennings, to accept the specifications, approve setting March 14, 2024, as the date to receive bids, and hold a public hearing on March 19, 2024.

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

B) Set Public Hearing Date for Emmetsburg and Estherville Roof Replacement

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Robert Leifeld, Vice President, presented information on the roofs and RTU projects for Emmetsburg and Estherville. Following the report, a motion was made by Arden Kinnander, with a second from Pat Kibbie, to approve setting March 14, 2024, as the date to receive bids and hold a public hearing on March 19, 2024.

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

FOUNDATION

A) Donation

Dan Lutat, Executive Director of Foundations & Governmental Affairs, presented information about an equipment donation from the Sportsman Corner for the Power Equipment/Power Sports Tech Program. The donated equipment is a 2004 Honda Gold Wing Motorcycle. The value of the equipment is \$5,000. A motion was made by Bob Jennings, with a second from Pat Kibbie, to accept the donations as presented.

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

COMMUNITY & BUSINESS RELATIONS

A) 260E New Jobs Training Preliminary Agreement

Jolene Rogers, Executive Director of Community & Business Relations, presented the 260E New Jobs Training Preliminary Agreement. The agreement is for a Palo Alto County Business for 12 employees. Following the presentation, a motion was made by Pat Kibbie, with a second from Jane Nolan Goeken, to approve the 260E New Jobs Training Preliminary Agreement.

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

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 Bob Jennings, with a second by Arden Kinnander, 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) Public Hearing, FY 2024 Published Budget

Jeff Soper, Chief Financial Officer, held a public hearing on the FY 2025 Published Budget. There were no verbal or written comments, and the public hearing was closed. Following the presentation, a motion was made by Pat Kibbie, with a second from Jane Nolan Goeken, to approve the FY 2025 Published Budget as presented.

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

D) Desktop Maintenance/Warranty Master Support Contract

Jeff Soper, Chief Financial Officer, presented a Desktop Maintenance/Warranty Master Support Contract. Following the presentation, a motion was made by Bob Jennings, with a second from Arden Kinnander, to approve the Desktop Maintenance/Warranty Master Support Contract with SMG, as presented.

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

E) 28E Agreement – Director of the Institutional Research Collaborative

Jeff Soper, Chief Financial Officer, presented a 28E Agreement between NIACC, ILCC, and ICCC – for a joint position of Director of the Institutional Research Collaborative. A motion was made by Bob Jennings, with a second from Pat Kibbie, to approve the 28E Agreement between NIACC, ILCC, and ICCC – for a joint position of Director of the Institutional Research Collaborative as presented.

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

F) Campus Housing & Meal Plan Rates FY 2025

Jeff Soper, Chief Financial Officer, proposed the Campus Housing and Meal Plan rates for FY 2025. Following the presentation, a motion was made by Arden Kinnander, with a second from Pat Kibbie, to approve the Campus Housing and Meal Plan rates for FY 2025 as listed.

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

ORAL REPORTS

A) Community Colleges for Iowa Presidents

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College President Scott Stokes reported that at the presidents' group meeting on Tuesday, January 23rd, they had a presentation from the state director for the SBDC. She thanked all community colleges for their partnerships with the SBDC and shared some significant statewide and regional milestones. Statewide, we counseled 4595 clients, created 1773 jobs, and supported 249 new businesses last year. In Region One, which includes Iowa Lakes Community College, we counseled 1167 clients, created 387 jobs, and had 72 new business starts. We discussed the importance of these partnerships and focused on legislative matters, particularly the Last Dollar Scholar program. We're working closely with the governor's office and Community College to maintain the program's effectiveness. Next Tuesday, for Community College Day on the Hill, Iowa Lakes will showcase our massage therapy program, with students providing massages at the Capitol.

B) Community Colleges of Iowa Trustees

Board Vice President Bob Jennings reported that the Community Colleges of Iowa Trustees at the January 24, 2024, Board of Trustees Meeting, key decisions were made, including the shift of meetings to quarterly starting August 2024, with additional Zoom sessions if needed, and the approval of events for the Fiscal Year 2025 Calendar, such as the Community Colleges for Iowa Trustees Conference and the ACCT Annual Conference. Discussions centered on legislative matters, emphasizing local control and strategic priorities, focusing on trustee development and Leadership in Action Week.

At the ACCT National Legislative Summit from February 3 to February 7, 2024, committee engagements included discussions on continuing education for trustees, website redesign, and preparations for Community College Month. Legislative advocacy efforts targeted FAFSA concerns, support for under-resourced institutions, and rural community college development, aiming to advance legislative priorities and strengthen community college partnerships.

Trustee Comments

None.

ADJOURNMENT

Following no further discussion, the meeting adjourned at 5:47 P.M.

Mischelle Dahna, Board Secretary