
BOARD WORK SESSION | **CONFERENCE ROOM** | **4:00 P.M.**

The Iowa Lakes Community College Board of Trustees met in the Snap-On Conference Room at the Iowa Lakes Community College SERT Building, 2421 7th Avenue South, Estherville, IA, at 4:00 P.M. on Tuesday, March 19, 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	
Curt Petersen	
Janice Lund	(Zoom)

MEMBERS ABSENT

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 4:28 P.M.

The Board of Trustees of Iowa Lakes Community College met in regular session in the Snap-On Conference Room at the Iowa Lakes Community College SERT Building, 2421 7th Avenue, on Tuesday, March 19, 2024, beginning at 4:30 P.M.

MEMBERS PRESENT

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

MEMBERS ABSENT

GUESTS

Scott Stokes, Mischelle Dahna, Kari Batman, Kathy Muller, Robert Leifeld, Dan Lutat, Jeff Soper, Beth Elman, Don Edwards, Scot Bauermeister, Klye Norris, Erin Latona, Tim Busch

MEDIA PRESENT

Mike Tidemann

CALL TO ORDER

Board President Arden Kinnander called the meeting to order at 4:30 P.M.

REVIEW AND APPROVAL OF AGENDA

A motion was made by Jan Lund, 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 Bob Jennings, with a second from Jan Lund, with Curt Peterson abstaining due to being absent at the last meeting, to accept and approve the minutes of the regular board meeting on February 20, 2024, as written.

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

DELEGATIONS, PUBLIC COMMENT, AND COMMUNICATIONS

None.

TRUSTEE APPOINTMENT

Board President Arden Kinnander explained the process of filling the vacancy left by Todd Johnson. The Board is required to fill the Trustee vacancy created in District 5. Iowa Code §277.30 states that vacancies are to be filled according to Iowa Code §279.6. The board published a Notice to Appoint on February 15, 2024. The 14-day wait ended on February 29, 2024, and no Petition for a special election was received.

Following the presentation, a motion was made by Arden Kinnander, with a second by Pat Kibbie, to appoint Kari Batman, a resident of District 5, Merged Area III, to the vacant position until the general election on November 4, 2025.

The vote was called:
Ayes: Petersen, Goeken, Lund, Kibbie, Jennings, and Kinnander.
Nays: None.

Motion approved by unanimous vote.

Following the appointment of Kari Batman to the District 5, Merged Area III seat, the Oath of Office was administered by Mischelle Dahna, Board Secretary.

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 Jane Nolan Goeken, to approve the consent agenda and supplemental contracts as presented.

Resignations:
Shaley Cullen, Associate Director of Assessment Compliance, effective March 31, 2024

New Hires:
Trudy Ahrens, Executive Director of Human Resources, Administration, FT, $93,000.

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

Kevin Carstens, Bus Driver	$17.00/hr.
Susan Kelly, CNA State Testing Evaluator	$25.00/hr.
Jacob Moermond, Cont. Ed. EMS Instructor	$25.00/hr.
Kevin Range, Temporary Educational Counselor	$35.00/hr.
Kyle Haupert, Flight/Ground Instructor	$38.00/hr./Flight $28.00/hr./Ground

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

IOWA LAKES REPORT

A) HVAC

Kyle Norris, Executive Dean, introduced Don Edwards, Instructor of Heating, Ventilation & Air Conditioning Technology, who presented information on the HVAC Program.

CLOSED SESSION PURSUANT TO IOWA CODE SECTION 21.5(1)(C)

A motion was made by Board President Arden Kinnander, with a second by Pat Kibbie, to move into a closed session pursuant to Iowa Code Section 21.5(1)(c) at 4:57 P.M.

The vote was called:
Ayes: Petersen, Goeken, Lund, Kibbie, Jennings, Batman, and Kinnander.
Nays: None.

The motion was approved by unanimous vote.

A motion was made by Board President Arden Kinnander, with a second by Bob Jennings, to adjourn the closed session at 5:31 P.M.

The vote was called:
Ayes: Petersen, Goeken, Lund, Kibbie, Jennings, Batman, and Kinnander.
Nays: None.

The motion was approved by unanimous vote.

OPEN SESSION

A motion was made by Board Vice President Bob Jennings, with a second by Jane Nolan Goeken, to approve engaging the State of Iowa Auditor regarding Federal Student Financial Aid Funding and to enter into an appropriate Engagement Agreement.

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

FACILITIES UPDATE

A) Public Hearing for Emmetsburg and Estherville Roof and RTU Replacements

Robert Leifeld, Vice President, held a public hearing for the Emmetsburg and Estherville Roof and RTU Replacements. 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 Curt Petersen, to approve the reroofing of approximately 44,000 sq ft of roof at the Estherville and Emmetsburg locations and replace the RTU unit on the Estherville campus for $904,356 as submitted by Black Hawk Roofing Company and approve the president to sign any and all necessary documents.

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

IOWA LAKES UPDATE

A) Loebach Scholarships

Dan Lutat, Executive Director of Foundations & Governmental Affairs, presented information about the Joe and Ruth Loebach Wind Energy and Nursing endowed scholarships.

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 Jan Lund, with a second by Jane Nolan 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) **Resolution Authorizing Redemption of Bonds and Amendment to the Escrow Agreement**

March 19, 2024

The Board of Directors of Iowa Lakes Community College, in the Counties of Buena Vista, Cherokee, Clay, Dickinson, Emmet, Hancock, Humboldt, Kossuth, O'Brien, Osceola, Palo Alto, Pocahontas and Winnebago, State of Iowa, met in regular session, in the Iowa Lakes Community College SERT Building, 2421 7th Avenue South, Estherville, IA, at 4:00 P.M., on the above date. There were present President Arden Kinnander and the following named Board Members:

Bob Jennings, Pat Kibbie, Jane Nolan Goeken, Curt Peterson Kari Batman,

Janice Lund (via Zoom)

Absent: None

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Board Member Arden Kinnander introduced the following Resolution and moved its adoption. Director Curt Petersen seconded the motion to adopt. The roll was called, and the following Directors voted:

AYES: Curt Petersen, Jane Nolan Goeken, Jan Lund, Pat Kibbie, Bob Jennings, Kari Batman, and Arden Kinnander

NAYS: None

The President declared the Resolution adopted as follows:

RESOLUTION AUTHORIZING THE REDEMPTION OF GENERAL OBLIGATION SCHOOL BONDS, SERIES 2016, DATED JUNE 13, 2016,, AND LEVYING A TAX FOR FISCAL YEAR 2025 FOR THE REDEMPTION OF GENERAL OBLIGATION SCHOOL BONDS, SERIES 2016, DATED JUNE 13, 2016

WHEREAS, Iowa Lakes Community College (the "District") issued $8,000,000 General Obligation School Bonds, Series 2016, dated June 13, 2016 (the "Series 2016 Bonds"), $4,565,000 of which are currently outstanding; of which $235,000 were called for redemption on June 1, 2024 pursuant to a resolution adopted February 19, 2019, of which $280,000 were called for redemption on June 1, 2024 pursuant to a resolution adopted February 18, 2020; of which $330,000 were called for redemption on June 1, 2024 pursuant to a resolution adopted February 16, 2021; of which $380,000 were called for redemption on June 1, 2024 pursuant to a resolution adopted February 15, 2022; of which $450,000 were called for redemption on June 1, 2024 pursuant to a resolution adopted February 21, 2023; and of which $595,000 are now being called for redemption on June 1, 2025, which are described in Schedule A attached to this Resolution (the "Redeemed Bonds"); and

WHEREAS, at this time, it is in the best interest of the District to levy a tax for the Fiscal Year ending June 30, 2025, which is sufficient to call and redeem the Redeemed Bonds on June 1, 2025; and

WHEREAS, the Series 2016 Bonds which mature after June 1, 2024 may be called in whole or in part on any date beginning on June 1, 2024, from any funds regardless of source, in any order of maturity and within annual maturity by lot by giving 30 days' written notice of redemption to the registered owner of the Bonds, the terms of redemption to be par plus accrued interest to the date of call, such notice to be deemed completed upon transmission to the owner of record of the Bond at the address shown on the books of the Registrar; and

WHEREAS, selection by lot will be necessary to select bonds to be called among the bonds which mature June 1, 2028; and

WHEREAS, it is in the best interest of the District to call and redeem the Redeemed Bonds.

NOW, THEREFORE, be it resolved:

Section 1. That the Redeemed Bonds are hereby redeemed as of June 1, 2025.

Section 2. UMB Bank, N.A., West Des Moines, Iowa, in its capacity as Registrar, Paying Agent and Transfer Agent, is hereby authorized and directed to cause notice of such redemption to be given not less than thirty (30) days prior to the date of redemption by written notice to the registered owner of the Redeemed Bonds. Speer Financial, Inc. as Dissemination Agent for the District, is hereby authorized and directed to provide electronic notice of such redemption to the Municipal Securities Rulemaking Board at http://emma.msrb.org/. On or before June 1, 2025, the Treasurer shall deposit with the Paying Agent $595,000 to call and redeem the Redeemed Bonds described in Schedule A attached to this Resolution, such call and redemption to be effective June 1, 2025 pursuant to the terms of the Series 2016 Bonds. All liability for interest on the Redeemed Bonds shall cease, terminate, and be completely discharged as of June 1, 2025 as provided in Section 6(b) of the Resolution Authorizing the Issuance of the Series 2016 Bonds.

Section 3. There is levied upon all the taxable property of the District for the fiscal year ending June 30, 2025, $595,000 which when collected shall be deposited with the Paying Agent. The Paying Agent is authorized and directed to call and redeem the Redeemed Bonds on June 1, 2025.

PASSED AND APPROVED this 19th day of March 2024.

President______________________

ATTEST:_____________________

SCHEDULE A

REDEEMED BONDS

CUSIP Numbers	Principal Amount	Interest Rate	Maturity Date
462474 DC8	$445,000*	2.000%	June 1, 2028
462474 DD6	150,000	2.000	June 1, 2029

**Partial Redemption.*

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Following a presentation by Jeff Soper, Chief Financial Officer, a motion was made by Arden Kinnander, with a second from Curt Petersen, to adopt the resolution authorizing the redemption of general obligation school bonds, and amendment to the escrow account 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 Group had not met yet and will meet next Tuesday, March 26, 2024, for a face-to-face meeting in Des Moines and will report at the next board meeting.

B) Community Colleges of Iowa Trustees

Board Vice President Bob Jennings reported that the February meeting of the Community Colleges of Iowa Trustees was productive and focused on several key areas. Key highlights include the approval of the 2025 fiscal budget, positive marketing efforts by Slice Spread Solutions, and enhanced security measures at the IAC building. Plans for staff training and board retreats were discussed, along with successful advocacy efforts during the national legislative summit. Student activities, such as Student Day on the Hill and the Phi Theta Kappa Honor Society banquet, showcased the talent and dedication of our community.

Trustee Comments

Board Trustee Jan complimented Tim Busch for securing the grant that was awarded to our Aviation Program from the Workforce Development Program.

ADJOURNMENT

Following no further discussion, the meeting adjourned at 5:51 P.M.

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Mischelle Dahna, Board Secretary