

**BOARD WORK SESSION**  
**IOWA LAKES COMMUNITY COLLEGE**  
**APRIL 16, 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 Emmetsburg Campus, 3200 College Drive, Emmetsburg, IA, at 4:00 P.M. on Tuesday, April 16, 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 (Phone) |
| Bob Jennings      | Vice President    |
| Janice Lund       |                   |
| Pat Kibbie        |                   |
| Jane Nolan Goeken |                   |
| Kari Batman       |                   |

**MEMBERS ABSENT**

Curt Petersen

**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 4:29 P.M.

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The Board of Trustees of Iowa Lakes Community College met in regular session in the Executive Dining Room at the Emmetsburg Campus, 3200 College Drive, Emmetsburg, IA, on Tuesday, April 16, 2024, at 4:30 P.M.

**MEMBERS PRESENT**

|                   |                   |
|-------------------|-------------------|
| Arden Kinnander   | President (Phone) |
| Bob Jennings      | Vice President    |
| Janice Lund       |                   |
| Pat Kibbie        |                   |
| Jane Nolan Goeken |                   |
| Kari Batman       |                   |

**MEMBERS ABSENT**

Curt Petersen

**GUESTS**

Scott Stokes, Mischelle Dahna, Kathy Muller, Robert Leifeld, Dan Lutat, Jeff Soper, Beth Elman, Jolene Rogers, Scot Bauermeister, Matt Early, Erin Latona, Michelle Jackson, Tatum Geerdes, Theresa Pokorny, Nicole Escher, Jodi Bents, Ashleigh Hansen, Tammy Shimon, Tanya Killian.

**MEDIA PRESENT**

Mike Tidemann

**CALL TO ORDER**

Board Vice President Bob Jennings called the meeting to order at 4:32 P.M.

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**REVIEW AND APPROVAL OF AGENDA**

A motion was made by Jane Nolan Goeken, 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 Arden Kinnander, with a second from Pat Kibbie, to accept and approve the minutes of the regular board meeting on March 19, 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 Jan Lund, with a second by Jane Nolan Goeken, to approve the consent agenda and supplemental contracts as presented.

**Resignations:**

Emily Gottsche, Welding Instructor, effective May 30, 2024

**New Hires:**

Alejandro Jaramillo, Men's Soccer Coach, Spencer, PT, \$19.50/hr.

Jayde Bergmann, Marketing Project Coordinator, Estherville, FT, \$21.57/hr.

Laura Matthews, Success Center Instructor, Algona, PT, \$22.10/hr.

Sarah Vytlačil, AEL/ESL Instructor, Emmetsburg, FT, \$22.10/hr.

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

Sharon Hackenmiller, 3 courses, 9 credits \$968.00

Rachel Higgins, 2 courses, 6 credits \$662.00

Judith Naber, 2 courses, 6 credits \$512.00

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|                                      |           |
|--------------------------------------|-----------|
| Denise Reimer, 1 course, 3 credits   | \$365.00  |
| Michelle Rubel, 2 courses, 8 credits | \$787.00  |
| Matthew Strom, 2 courses, 8 credits  | \$776.00  |
| Mark Zabawa, 2 courses, 8 credits    | \$921.00. |

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

**IOWA LAKES REPORT**

**A) Donations – Farm Crop Inputs**

Erin Latona, Chief Academic Officer, presented information on this year's farm crop inputs valued at approximately \$50,011.00. The donations came from Winfield United, Pro Cooperative, NEW Coop, Stateline Coop, Pioneer, Wyffels, Brevant, Growmark, Cropland, Champion, Stine, RobSeCo, and Plot Seed. Following the presentation, a motion was made by Pat Kibbie, with a second from Kari Batman, to accept the donations as presented.

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

**B) Nursing**

Erin Latona, Chief Academic Officer, introduced Tammy Shimon, Dean of Health Education, who presented information on the Nursing Program. Students Jodi Bents and Nicole Escher shared why they chose Iowa Lakes Community College, their experiences, and their plans after graduation.

**CLOSED SESSION (STUDENT MATTERS) PURSUANT TO IOWA CODE SECTION 21.5(1)(e)**

A motion was made by Board Vice President Bob Jennings, with a second by Board President Arden Kinnander, to move into a closed session pursuant to Iowa Code Section 21.5(1)(e) at 5:04 P.M.

The vote was called:

Ayes: Goeken, Lund, Jennings, Kibbie, Batman, and Kinnander.

Nays: None.

The motion was approved by unanimous vote.

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A motion was made by Board Vice President Bob Jennings, with a second by Bob Jennings, to adjourn the closed session at 5:52 P.M.

The vote was called:

Ayes: Goeken, Lund, Jennings, Kibbie, and Batman.

Nays: None.

The motion was approved by unanimous vote.

**OPEN SESSION**

**FACILITIES UPDATE**

**A) Board Policy Exemption, Series #307 and #424**

Robert Leifeld, Vice President, requested an exemption for Board Policy, Series #307 and #424, to allow the Windtest North-America Inc. to host their 10<sup>th</sup> Anniversary celebratory gathering as they have it planned on the evening of May 1st, 2024, at the SERT facility. Following the presentation a motion was made by Pat Kibbie, with a second by Jan Lund, to allow alcohol use at the Estherville Campus SERT Facility.

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 Easy Automation Inc. for the Engineering Technology / Electrical Technology Programs. The donated equipment is a Mini-mill with a value of \$45,000. A motion was made by Jan Lund, 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) Not to Exceed \$3.6 million Industrial New Jobs Training Program (2024-1 Multiple Projects)**

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a. **Resolution Directing the Publication of Notice on the Proposition of the Issuance of Not to Exceed \$2,010,000 Industrial New Jobs Training Certificates**

The Board of Directors of Iowa Lakes Community College met in regular session in the Executive Dining Room, Iowa Lakes Community College, 3200 College Drive, Emmetsburg, Iowa, at 4:30 P.M., on the above date. There were present Vice President Bob Jennings in the chair, and the following named Board Members: Jan Lund, Jane Nolan Goeken, Pat Kibbie, and Kari Batman.

Absent: Arden Kinnander, Curt Petersen

\* \* \* \* \*

Board Member Pat Kibbie introduced the following Resolution entitled "RESOLUTION DIRECTING THE PUBLICATION OF NOTICE ON THE PROPOSITION OF THE ISSUANCE OF NOT TO EXCEED \$3.6 MILLION INDUSTRIAL NEW JOBS TRAINING CERTIFICATES" and moved that the same be adopted. Board Member Kari Batman seconded the motion to adopt. The roll was called, and the vote was,

AYES: Goeken, Lund, Kibbie, Batman, and Jennings.

NAYS: None

Whereupon, the Vice President declared the resolution duly adopted as follows:

RESOLUTION DIRECTING THE PUBLICATION OF NOTICE ON THE PROPOSITION OF THE ISSUANCE OF NOT TO EXCEED \$3,600,000 INDUSTRIAL NEW JOBS TRAINING CERTIFICATES

WHEREAS, the Community College is in need of funds to carry out one or more proposed new job training Project(s), as defined in Iowa Code Chapter 260E as hereinafter described; and, it is deemed necessary that it should issue Industrial New Jobs Training Certificates to the amount of not to exceed \$3,600,000, as authorized by Chapter 260E, Code of Iowa, as amended (the "Act"), for the purpose of providing funds to pay costs thereof; and

WHEREAS, Industrial New Jobs Training Agreements have been or will be negotiated which Agreements establish a new jobs training program to educate and train certain persons employed by certain employers in new jobs within the Merged Area, as defined in Iowa Code Chapter 260C.2 and such Agreements are deemed to be beneficial to the Community College and to employers and employees; and

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WHEREAS, before Industrial New Jobs Training Certificates may be issued to fund the Project(s) contemplated by the Agreements, it is necessary to publish a notice on the matter of the proposal to issue the New Jobs Training Certificates and the right to appeal the decision of the Board of Directors in proposing to issue the Certificates.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF IOWA LAKES COMMUNITY COLLEGE:

Section 1. That this governing body shall meet in the Industrial Training Room, Iowa Lakes Community College, 800 21<sup>st</sup> Street, Spirit Lake, Iowa, at 4:30 P.M., on the 21<sup>st</sup> day of May, 2024, for the purpose of taking action on the matter of the issuance of not to exceed \$3,600,000 Industrial New Jobs Training Certificates of said Merged Area, the proceeds of which Certificates will be used to provide funds to pay costs of new jobs training by providing education and training of workers for new jobs within the Merged Area.

Section 2. That the Secretary is hereby directed to cause at least one publication to be made of a notice of said meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in the Merged Area, said publication to be not less than fifteen (15) clear days before the date of the public meeting on the issuance of the Certificates.

Section 3. The notice of the proposed action to issue the Certificates shall be in substantially the following form:

NOTICE OF MEETING AND ACTION OF THE BOARD OF  
DIRECTORS OF IOWA LAKES COMMUNITY COLLEGE ON  
THE MATTER OF THE PROPOSED ISSUANCE OF NOT TO  
EXCEED \$3,600,000 PRINCIPAL AMOUNT OF IOWA LAKES  
COMMUNITY COLLEGE INDUSTRIAL NEW JOBS  
TRAINING CERTIFICATES (2024-1 MULTIPLE PROJECT) IN  
ONE OR MORE SERIES

Public Notice is hereby given that the Board of Directors of Iowa Lakes Community College will meet on the 21<sup>st</sup> day of May, 2024, at 4:30 P.M., in the Industrial Training Room, Iowa Lakes Community College, 800 21<sup>st</sup> Street, Spirit Lake, Iowa, at which meeting the Board proposes to institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$3,600,000 of Iowa Lakes Community College Industrial New Jobs Training Certificates (2024-1 Multiple Project) to be issued for the purpose of providing education and training of workers for new jobs at the following facilities located at the following locations within the Merged Area:

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BrandFX, LLC  
404 4<sup>th</sup> Avenue West  
Swea City, Iowa 50590

BrandFX, LLC  
21201 510<sup>th</sup> Street  
Pocahontas, Iowa 50574

KLM Acquisition Corporation (dba Aluma, Ltd.)  
101 E. Seneca Road  
Bancroft, Iowa 50517

KLM Acquisition Corporation (dba Aluma, Ltd.)  
3810 460<sup>th</sup> Avenue  
Emmetsburg, Iowa 50536

Montag Manufacturing, Inc.  
3816 461<sup>st</sup> Avenue  
Emmetsburg, Iowa 50536

Moveero Inc.  
5453 6<sup>th</sup> Avenue  
Armstrong, Iowa 50514

Performance Food Group, Inc. (dba OLM Food Solutions)  
2084 220<sup>th</sup> Street  
Milford, Iowa 51351

At the above meeting, the Board of Directors shall take additional action for the issuance of the industrial new jobs training certificates or will abandon the proposal to issue the certificates.

At any time within fifteen days after the publication of this notice a person may by action in the District Court of a County in the area within which the Community College is located, appeal the decision of the Board of Directors in proposing to issue the certificates. The action of the Board of Directors in determining to issue the certificates is final and conclusive unless the district court finds that the Board of Directors has exceeded its legal authority. An action shall not be brought which questions the legality of the certificates, the power of the Board of Directors to issue the certificates, the effectiveness of any proceedings relating to the authorization of the Project(s), or the authorization and issuance of the certificates from and after fifteen (15) days from the publication of this notice of intention to issue.

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This Notice is given by order of the Board of Directors of Iowa Lakes Community College as provided in Section 260E.6(5), Code of Iowa, as amended.

Dated at Estherville, Iowa, this 16 day of April, 2024.

**b. Resolution Approving Preliminary Official Statement and Approving Electronic Bidding Procedures**

Board Member Pat Kibbie introduced the following resolution entitled "RESOLUTION APPROVING PRELIMINARY OFFICIAL STATEMENT AND APPROVING ELECTRONIC BIDDING PROCEDURES" and moved that the resolution be adopted. Board Member Kari Batman seconded the motion to adopt. The roll was called and the vote was,

AYES: Goeken, Lund, Kibbie, Batman, and Jennings.

NAYS: None

Whereupon, the Vice President declared the resolution duly adopted as follows:

**RESOLUTION APPROVING PRELIMINARY OFFICIAL  
STATEMENT AND APPROVING ELECTRONIC BIDDING  
PROCEDURES**

WHEREAS, it is deemed necessary and advisable that Iowa Lakes Community College, State of Iowa, should issue its Industrial New Jobs Training Certificates, Series 2024-1, to the amount of not to exceed \$3,600,000, as authorized by Chapter 260E, Code of Iowa, as amended, for the purpose of providing funds to pay costs of providing education and training of workers for new jobs within the Merged Area; and

WHEREAS, in conjunction with its Municipal Advisor, Speer Financial, the College has caused a preliminary Official Statement to be prepared outlining the details of the proposed sale of the Certificates; and

WHEREAS, the Board has received information from its Municipal Advisor evaluating and recommending the procedure hereinafter described for electronic, facsimile and internet bidding to maintain the integrity and security of the competitive bidding process and to facilitate the delivery of bids by interested parties; and

WHEREAS, the Board deems it in the best interests of the College and the residents of the Merged Area to receive bids to purchase such Certificates by means of both sealed and electronic internet communication.

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NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF IOWA LAKES COMMUNITY COLLEGE, STATE OF IOWA:

Section 1. Bids shall be received on the 21st day of May, 2024, until 10:30 A.M., in the manner outlined in the preliminary Official Statement.

Section 2. That the preliminary Official Statement in the form presented to this meeting be and the same hereby is approved as to form and deemed final for purposes of Rule 15c2-12 of the Securities and Exchange Commission, subject to such revisions, corrections or modifications as the President and Secretary, upon the advice of bond counsel and the Community College's Municipal Advisor, shall determine to be appropriate, and is authorized to be distributed in connection with the offering of the Certificates for sale.

Section 3. That the receipt of electronic bids through the SPEERAUCTION Competitive Bidding System described in the Official Statement is hereby found and determined to provide reasonable security and to maintain the integrity of the competitive bidding process, and to facilitate the delivery of bids by interested parties in connection with the offering at public sale.

PASSED AND APPROVED this 16th day of April, 2024.

**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 Jane Nolan Goeken, 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) Community Colleges for Iowa Presidents**

College President Scott Stokes reported that the Presidents Group made significant progress during their March 26th meeting, particularly focusing on the Funding Formula

Committee's efforts. After investing eighteen months in collaboration, they engaged consultants Brian Milner and Matthew Simpson to address the formula's complexity, leading to fruitful discussions with CFOs. Concurrently, discussions centered around a statewide earmark initiative championed by Rep. Zach Nunn, resulting in Health Sciences simulation as the chosen initiative for the earmark request. With strong support and letters from healthcare partners, the 'Iowa Community College Rural Healthcare Simulation' earmark application was submitted on April 5th, seeking \$1.5 million to expand simulation technology and bolster the healthcare workforce, especially in rural areas. Optimism surrounds the potential for funding and advancements in healthcare education statewide.

**B) Community Colleges of Iowa Trustees**

Board Vice President Bob Jennings shared insights from the recent Meeting for Community Colleges for Iowa Trustee Board held on March 27th. While much of the information mirrored President Scott's report, a few key points were emphasized. Notably, Iowa's community colleges serve 116,979 degree-seeking students and 140,992 non-degree-seeking students, underlining their significance to the state's economy and local communities. With robust support, over 90% of degree-seeking students are expected to graduate and secure employment within a year. In comparison, over 91% of non-degree-seeking students will be employed after training, with 83.8% staying in Iowa. This data underscores the vital role of investing in Community College operations to provide accessible, high-quality education throughout students' lives. Additionally, discussions revolved around logistics for the upcoming Summer Trustee conference, tentatively scheduled for July 10th at Hawkeye Community College in Waterloo.

**Trustee Comments**

None

**ADJOURNMENT**

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

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Mischelle Dahna, Board Secretary