
<u>BOARD WORK SESSION</u> **<u>CONFERENCE ROOM</u>** **<u>3:30 P.M.</u>**

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 Wednesday, December 11, 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	
Kari Batman	

MEMBERS ABSENT

Janice Lund

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 3:57 P.M.

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 11, 2024, beginning at 4:30 P.M.

MEMBERS PRESENT

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

MEMBERS ABSENT

None

GUESTS

Scott Stokes, Mischelle Dahna, Trudy Ahrens, Robert Leifeld, Dan Lutat, Kyle Norris, Jeff Soper, Beth Elman, Troy Larson, Laurie Kinnander, Nolan Merryman, Parker Partello, Trent Lyle, Tim Busch

MEDIA PRESENT

None

CALL TO ORDER

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

REVIEW AND APPROVAL OF AGENDA

A motion was made by Bob Jennings, with a second from Curt Petersen, 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 Kari Batman, to accept and approve the minutes of the November 19, 2024, regular board meeting as written.

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

DELEGATIONS, PUBLIC COMMENT, AND COMMUNICATIONS

None.

ADJOURNMENT OF OLD BOARD

President Arden Kinnander adjourned the regular board meeting at 4:32 P.M

CALL TO ORDER OF NEW BOARD

Mischelle Dahna, Board Secretary, called the meeting of the New Board to order at 4:32 P.M.

A) Nominations for Board President

A motion was made by Janice Lund, with a second by Jane Nolan Goeken, 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.

B) 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.

C) Appointments of Attorney, Secretary & Treasurer

A motion was made by Pat Kibbie, with a second by Janice Lund, 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.

D) Appointment of Committees

The appointments of committees are tabled until the January 21, 2025, meeting.

E) Designation of Depository Institutions

A motion was made by Bob Jennings, with a second by Jane Nolan Goeken, to accept and approve the depository institutions as presented and listed.

Motion approved by unanimous vote.

F) 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 Janice Lund, with a second by Pat Kibbie, to approve the depository signatories as presented.

Motion approved by unanimous vote.

PERSONNEL / CONSENT AGENDA

A) Resignations / New Hires / Contract
Following the information provided by Trudy Ahrens, Executive Director of Human Resources, a motion was made by Jane Nolan Goeken, with a second by Curt Petersen, to approve the consent agenda and supplemental contracts as presented.

Resignation:
Nick Erdman, Head Volleyball Coach/Success Center Instructional Assistant, effective December 31, 2024.

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

Annette Lindquist Vet Tech Club Contract	$650
Tom Quastad Ag Business Club Contract	$650
Drew Howing Env Studies Club Contract	$650
Kelly Dodge Ag Production Club Contract	$650
Kim Venteicher 10-day supplemental Contract	$2,773.40
Kristie Olson Homework Club Instructor Talent Search	$25.00/hour
Leslie Hayenga Adams Continuing Ed Instructor	$25.00/hour

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

B) Master Contract Addendum
Trudy Ahrens, Executive Director of Human Resources, presented the Addendum to the Master Contract. Following the presentation, a motion was made by Curt Petersen, with a second by Janice Lund, to accept and approve the Addendum to the Master Contract as presented.

The vote was called, and the motion was approved unanimously

IOWA LAKES REPORT

A) Veterans Center
Troy Larson, Executive Dean of Students, introduced Tim Ireland, Veteran Center Director, who presented information on the Veteran Centers and what he does for the student veterans. Students Nolan Merryman, Parker Partello, and Trent Lyle shared why they chose Iowa Lakes Community College, their experiences, what Tim and the Veterans Center have done for them, and their plans after graduation.

FACILITIES UPDATE

A) Request Approval to Pursue Specifications, Timelines, and Cost for Physics Classroom/Lab Remodel
Following the information provided by Robert Leifeld, Vice President, a motion was made by Jane Nolan Goeken, with a second from Arden Kinnander, to approve securing an engineering firm to formalize design specifications, bidding, timeline, and cost estimates for the Physics Classroom/Lab Remodel

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

B) Update
Robert Leifeld, Vice President, gave a facilities update on current and future projects.
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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 Arden Kinnander, with a second by Curt Petersen, 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 Kari Batman, to approve the course fee changes 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 would meet on January 22, 2025, virtually.

B) Community Colleges of Iowa Trustees

Board Vice President Bob Jennings reported that the Community Colleges of Iowa Trustees have not met.

Trustee Comments

None.

ADJOURNMENT

Following no further discussion, the meeting adjourned at 5:16 P.M.

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Mischelle Dahna, Board Secretary