
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, January 21, 2025, 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
Janice Lund	(Phone)
Pat Kibbie	
Jane Nolan Goeken	(Phone)
Curt Petersen	
Kari Batman	

MEMBERS ABSENT

None

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 4:20 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, January 21, 2025, beginning at 4:30 P.M.

MEMBERS PRESENT

Arden Kinnander	President
Bob Jennings	Vice President
Janice Lund	(Phone)
Pat Kibbie	
Jane Nolan Goeken	(Phone)
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, Tim Busch, Rick Bricta, Brody Van't Hul, Paul Van Dover

MEDIA PRESENT

None

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 Janice Lund, with a second from Bob Jennings, 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 Curt Petersen, with a second from Kari Batman, to accept and approve the minutes of the December 11, 2024, regular board meeting and the January 14, 2025, special board meeting as written.

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

DELEGATIONS, PUBLIC COMMENT, AND COMMUNICATIONS

None.

APPOINTMENT OF COMMITTEES

Arden Kinnander, Board President, presented the appointment of trustees to serve on the following board committees.

Community Colleges of Iowa Board:
Bob Jennings, Arden Kiander (Sub)
Audit Committee:
Jane Nolan Goeken, Chair, Curt Petersen, Kari Batman
Building Committee:
Janice Lund, Chair, Pat Kibbie, Bob Jennings
Farm Laboratory Committee:
Pat Kibbie, Chair, Jane Nolen Goeken, Kari Batman
Financial Oversight Committee:
Curt Petersen, Chair, Arden Kinnander, Bob Jennings
Presidential Evaluation Committee:
Arden Kinnander, Chair, Janice Lund, Bob Jennings

Following the presentation, a motion was made by Jane Nolan Goeken, with a second by Pat Kibbie, to approve the committee appointments.

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

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

Resignation:
Ann Leffel, Aviation Office Associate/Scheduler/Dispatcher, effective 1/31/2025.

New Hires:
Morgan Campbell, Surg Tech Lab Instructor. Clinical Coordinator, Spencer, FT, $25.00

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

Evan Van Donselaar – Flight Instructor	$38.00/hour flight $28.00/ hour ground
Emma Auten – Smith Wellness Front Desk	$10.00/hour
Lily Straw – Smith Wellness Lifeguard	$10.00/hour
Amanda Beurskens – Clinical Nurse Instructor	$40.00/hour
Jamiee Ulrich – Clinical Nurse Instructor $	$40.00/hour
Michelle Rubel – Assessment Consultant	$2,146.56/SP Semester
Kevin Tlam - Lead Adjunct Instructor for Digital Social Broadcast	$2,700/SP Semester
Kim Venteicher - Lead Adjunct Instructor for Exercise Science	$1,350/SP Semester
Isaac Birky – Flight Check Instructor	$40.00/hour
Brandon Maassen – Flight Check Instructor	$40.00/hour
Luke Hewitt – Flight Check Instructor	$40.00/hour

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

B) Early Retirement Applications

Trudy Ahrens, Executive Director of Human Resources, presented a list of four (4) early retirement applications. Following the presentation, a motion was made by Arden Kinnander, with a second by Bob Jennings, to approve the early retirement applications as presented.

Don Edwards	HVAC Instructor, Estherville
Carol Ayres	Instrumental Music Instructor/Jazz Band Director, Estherville
Dan Bredeson	Farm Equipment and Diesel Technology Program Instructor/Coordinator Emmetsburg
Doug Kizzier	Computer Support Technician, Emmetsburg

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

IOWA LAKES REPORT

A) **Boat and Watercraft**

Kyle Norris, Executive Dean, introduced Rick Brichta, DVM, Assistant Professor, Boat & Watercraft Technician, who presented information on the Boat & Watercraft Program. Students Brody Van't Hul and Paul Van Dover shared why they chose Iowa Lakes Community College, their experiences, and their plans after graduation.

FACILITIES UPDATE

A) **Request Approval to Pursue Specifications, Timelines, and Costs for Estherville Campus RTU.**

Robert Leifeld, Vice President, presented information and asked for approval to move forward with securing an engineering firm to formalize design specifications, bidding, timeline, and cost estimates to place an RTU on the Estherville Campus. Following the report, a motion was made by Bob Jennings, with a second from Pat Kibbie, to approve moving forward in securing an engineering firm to formalize design specifications, bidding, timeline, and cost estimates to place an RTU on the Estherville Campus.

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

FOUNDATION

A) **Donation**

Dan Lutat, Executive Director of Foundations & Governmental Affairs, provided an update on a recent donation. Culinary equipment, valued at $12,775.00, was donated by Wild Rose Casino to benefit the Culinary & Hospitality Management Program. A motion was made by Jane Nolan Goeken, with a second from Kari Batman, to accept the donation as presented.

The vote was called, and the motion was approved unanimously

CLOSED SESSION

IOWA CODE SECTION 21.5(1)(C) - TO DISCUSS STRATEGY WITH COUNSEL IN A MATTER WHERE LITIGATION IS IMMINENT AND WHERE ITS DISCLOSURE WOULD BE LIKELY TO PREJUDICE OR DISADVANTAGE THE POSITION OF THE GOVERNMENTAL BODY IN THAT LITIGATION.

A motion was made by Board President Arden Kinnander, with a second from Pat Kibbie, to move into a closed session pursuant to Iowa Code Section 21.5(1)(c) at 5:00 P.M.

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

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

OPEN SESSION

A motion was made by Board President Arden Kinnander, with a second Pat Kibbie, to move to adjourn the closed session.

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

The vote was called, and the motion was approved unanimously

Board President Arden Kinnander reconvened the public meeting at 6:24 P.M.

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 Kari Batman, with a second by Bob Jennings, 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) Set Date for Public Hearing, FY 2026 Published Budget

Jeff Soper, Chief Financial Officer, requested approval to set February 18, 2025, at 4:30 P.M. as the public hearing date for the FY 2026 Published Budget. Following the presentation, a motion was made by Arden Kinnander, with a second from Pat Kibbie, to approve the FY 2026 Published Budget Public Hearing date 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 have not met.

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 6:27 P.M.

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Mischelle Dahna, Board Secretary