

BOARD WORK SESSION
IOWA LAKES COMMUNITY COLLEGE
JUNE 17, 2025
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BOARD WORK SESSION

Room 110

4:00 P.M.

The Iowa Lakes Community College Board of Trustees met in Room 110 at the Iowa Lakes Community College Spencer Campus, 1900 Grand Avenue, Spencer, Iowa, at 4:00 P.M. on Tuesday, June 17, 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	
Pat Kibbie	
Jane Nolan Goeken	
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 4:31 P.M.

**REGULAR BOARD MEETING
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The Board of Trustees of Iowa Lakes Community College met in Room 108 A & B at the Iowa Lakes Community College Spencer Campus, 1900 Grand Avenue, Spencer, Iowa, on Tuesday, June 17, 2025, 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, Robert Leifeld, Dan Lutat, Jeff Soper, Beth Elman, Trudy Ahrens, Troy Larsen, Kyle Norris, Tammy Shimon, Morgan Campbell, Kevie Pirie

MEDIA PRESENT

None

CALL TO ORDER

Board President Arden Kinnander called the meeting to order at 4:32 P.M.

REVIEW AND APPROVAL OF AGENDA

A motion was made by Bob Jennings, with a second from Janice Lund, 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 Jane Nolan Goeken to accept and approve the minutes of the regular board meeting on May 20, 2025, 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 Trudy Ahrens, Executive Director of Human Resources, a motion was made by Jane Nolan Goeken, with a second by Pat Kibbie, to approve the consent agenda and supplemental contracts as presented.

Resignation:

Amy Lehmkuhl, TRIO-SSS Advisor, effective May 19, 2025

Morgan Skattebo, Student Records Specialist, effective May 30, 2025

Position Change:

Rick Hoffmeyer from FT Custodial Maintenance to FT Maintenance/Groundskeeper
Estherville, \$23.16/HR

New Hires:

Bryan Marshall, Asst Men's Soccer Coach/Spencer Housing, SP, FT, \$40,560

Heather Morey, Massage Therapy Instructor/Coordinator, SP, FT, \$51,880

Moriah Morter, Printing Services and Marketing Assistant, EB, PT, \$17.28/HR

Jon Lace, Maintenance/Groundskeeper, Emmetsburg, EB, FT, \$17.20/HR

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

Tim Busch Oversight of the JROTC Summer Program \$7,000

Brandon Erlandson JROTC Summer Chaperone \$4,800

Abigail Tibken JROTC Summer Chaperone \$4,800

Grace Lutat JROTC Summer Chaperone \$3,440

Jesse Kuehler Men's Junior Varsity Soccer Coach \$5,250

Bryan Marsall, Asst Men's Soccer Coach 10 10-day Supplemental \$1,560

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Dwayne Hoss JROTC Final Check Rides	\$7,000
Jeff Soole ITAC Grant – 5 days	\$1,485.60
Paul Forry Seasonal Groundskeeper	\$15.00/HR
Riley Elbert Seasonal Groundskeeper	\$15.00/HR
Kenneth Doll Jr. Seasonal Groundskeeper	\$15.00/HR
Maria Baltazar Seasonal Custodial/Maintenance	\$15.00/HR
Kaitlyn Tendal Seasonal Custodial/Maintenance	\$15.00/HR
Jordyn Stokes Seasonal Custodial/Maintenance	\$15.00/HR
Pedro Brandao Seasonal Custodial/Maintenance	\$15.00/HR
Joao Rodrigues Seasonal Custodial/Maintenance	\$15.00/HR
Jennifer Carr STEM Camp Instructor	\$500
Mark Zabawa STEM Camp Instructor	\$1,156.24
Lucas Sedivy Flight Ground Instructor	\$28.00/hour ground \$38.00/hour flight
Adam Lynch Adjunct Criminal Justice Instructor	\$725/credit

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

B) Board Policies #301, #308, #401, and #403 First Readings

Trudy Ahrens, Executive Director of Human Resources, introduced revisions to Board Policy #301, #308, #401, and #403. The following changes were made to the Nondiscrimination Statement & Equal Opportunity Statement and the contact information. There were no changes to the policies themselves. The following were read as the recommended policies:

Nondiscrimination Statement & Equal Opportunity Statement.

“It is the policy of Iowa Lakes Community College not to discriminate in its programs, activities, or employment on the basis of race, color, national origin, sex, disability, age, sexual orientation, creed, religion, and actual or potential family, parental or marital status as directed by the Dept. of Education effective July 1.”

Contact Information Changes

“If you have questions or complaints related to compliance with this policy, please contact a title IX coordinator for Iowa Lakes Community College, Administration Building, 19 South Seventh Street, Estherville, IA 51334, telephone: 712-362-0430, equity@iowalakes.edu or Director of the Office for Civil Rights, U.S. Department of Education, Cesar E. Chavez Memorial Building, 1244 Speer Boulevard, Suite 310, Denver, CO 80204-3582, Telephone: (303) 844-5695 FAX: (303) 844-4303, TDD 800-877-8339 Email: OCR.Denver@ed.gov.”

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Following the reading of the recommended Board Policies #301, #308, #401, and #403 changes, a motion was made by Kari Batman, with a second by Arden Kinnander, to approve the first reading of the policies as presented.

The vote was called:

Ayes: Batman, Jennings, Kibbie, Petersen, Goeken, Lund & Kinnander.

Nays: None.

The motion was approved by unanimous vote.

A motion was made by Bob Jennings, with a second by Pat Kibbie, to waive the second reading to allow the policies to be approved immediately.

The vote was called:

Ayes: Batman, Jennings, Kibbie, Petersen, Goeken, Lund & Kinnander.

Nays: None.

The motion was approved by unanimous vote.

IOWA LAKES REPORT

A) Surg Tech

Kyle Norris, Executive Dean, introduced Kevin Pirie, Surgical Technology Instructor / Program Coordinator, and Morgan Campbell, Surgical Technology Lab Instructor / Clinical Coordinator, to talk about the Surgical Technology Program.

IOWA LAKES UPDATE

Dan Lutat, Executive Director of Foundation & Governmental Relations, gave a Foundation update.

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 Curt Petersen, with a second by Jane Nolan Goeken, to approve the financial report and the payment of the monthly bills as listed and presented.

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

C) Dormitory System Fund Budget

Jeff Soper presented information on the Dormitory System Fund Budget. Following the report, a motion was made by Jan Lund, with a second by Jane Nolan Goeken, to approve the Dormitory System Fund Budget as presented.

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

D) FY 2026 Working Budget

Jeff Soper presented the FY 2026 Working Budget. Following the presentation, a motion was made by Bob Arden Kinnander, with a second from Pat Kibbie, to approve the FY 2026 Working Budget 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 on the Iowa community college presidents' retreat held May 20–22 in Cedar Rapids. The primary topic was the feasibility of offering bachelor's degrees at community colleges. At the request of Representative Taylor Collins, an interim report was submitted by the May 31 deadline, and the final report is due October 31. During the retreat, Angela Kersenbrock, Executive Director of the Community College Baccalaureate Association, presented on national trends, models, and considerations. The presidents finalized the interim report and will continue gathering input from cabinet members, academic leaders, faculty, and students throughout the summer.

B) Community Colleges of Iowa Trustees

Bob Jennings shared the following updates:

- The 2025 Legislative Summary Report and the interim report on community college baccalaureate degrees have been released; the final report is due October 31.
- An RFP for lobbying services is open, with proposals due July 11.
- PAC goal letters were sent out; goals remain the same as last year.
- The Summer Trustee Conference is expected to draw about 100 attendees, plus 30–40 for the awards dinner.

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- Pell provisions opposed by the colleges were removed from the federal reconciliation budget, which was a major win for student access.
- Office renovations are planned to begin in late July, with closures likely into September.

Trustee Comments

The trustees extended their congratulations to Pat Kibbie on being selected to receive the John P. Kibbie Award at the upcoming Summer Trustee Conference.

ADJOURNMENT

Following no further discussion, the meeting adjourned at 5:07 P.M.

Mischelle Dahna, Board Secretary