
BOARD WORK SESSION	**Room 111**	**4:00 P.M.**

The Iowa Lakes Community College Board of Trustees met in Room 111 at the Iowa Lakes Community College Spencer Campus, 1900 Grand Avenue, Spencer, Iowa, at 4:00 P.M. on Tuesday, June 16, 2026, 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
Janice Lund	
Pat Kibbie	
Jane Nolan Goeken	
Curt Petersen	

MEMBERS ABSENT

Bob Jennings	Vice President
Kari Batman	

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 4:33 P.M.

The Board of Trustees of Iowa Lakes Community College met in Room 206 at the Iowa Lakes Community College Spencer Campus, 1900 Grand Avenue, Spencer, Iowa, on Tuesday, June 16, 2026, at 4:30 P.M.

MEMBERS PRESENT

Arden Kinnander	President
Janice Lund	
Pat Kibbie	
Jane Nolan Goeken	
Curt Petersen	

MEMBERS ABSENT

Bob Jennings	Vice President
Kari Batman	

GUESTS

Scott Stokes, Mischelle Dahna, Robert Leifeld, Dan Lutat, Tia Bernholtz, Beth Elman, Trudy Ahrens, Troy Larsen, Kyle Norris, Tony Condon, Ashley Miller, Anna Berg, Mukwa Ogitchida, Mari Duncan, Heather Morey, Emma Baartman, Steph Holliman, Chelsea McAninch, Julia Adams (phone), Scot Bauermeister, College Attorney

MEDIA PRESENT

None

CALL TO ORDER

Board President Arden Kinnander called the meeting to order at 4:36 P.M.

REVIEW AND APPROVAL OF AGENDA

A motion was made by Jane Nolan Goeken, 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 19, 2026, 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 Arden Kinnander, with a second by Curt Petersen, to approve the consent agenda and supplemental contracts as presented.

Position Change:
Autumn Larsen from TRIO Director to Financial Aid Director, $77,060/year, start date June 1, 2026
Nicole Smith from Upward Bound Manager to TRIO Director, $76,922/year, start date June 1, 2026
Ashley Miller from Assistant to the Dean to Associate Director of Academic Resources, $58,781/year, start date June 1, 2026
Jacque Carstens from PT Educational Counselor/Academic Advisor to FT Educational Counselor/Academic Advisor, $70,728/year, start date July 1, 2026
Heather Prust from Grants Accountant Specialist to Business Manager, $65,749/year, start date June 1, 2026

New Hires:
Jenny Roetheler, Sec Programs Health Science Instructor, AL, PT, $26,383/year
Tim Ahrens, Maintenance Worker, EV, FT, $18.40/hour
Tatum Truog, Student Billing Coordinator, EV, FT, $23.88/hour
Katherine Morey, Simulation Tech, EB, PT, $22.25/hour

Kohlene Lausen, Success Center Instructional Asst, EV, PT, $24.47/hour
Jean Hyslop, Success Center Instructional Asst, EB, PT, $24.47/hour

<u>Supplemental Contracts, Adjuncts, Clinical, Temporary, On-Call</u>

Riley Elbert, Seasonal Grounds Keeper	$15.25/hour
Deb Benjamin, Upward Bound Summer Academy Instructor	$3,000
Trayna Turner, Upward Bound Summer Academy Instructor	$3,000
Melissa Carlson, Upward Bound Summer Academy Instructor	$3,000
Jaclyn Leuer, Upward Bound Summer Academy Instructor	$3,000
Drew Howing, Upward Bound Summer Academy Instructor	$3,000
Emilee Guinn, Upward Bound Summer Academy RA	$3,000
Reagan Schurg, Upward Bound Summer Academy RA	$3,000
Brenda Valenzuela, Upward Bound Summer Academy RA	$3,000
Olivia Lace, Upward Bound Summer Academy RA	$3,000
Oliva Lace, Talent Search STEM Camp Counselor	$600
Reagan Schurg, Talent Search STEM Camp Counselor	$600
Jessica Clayton, Talent Search STEM Camp Counselor	$600
Ryley Riggert, Talent Search STEM Camp Counselor	$600
Cody Howard, Talent Search STEM Camp Counselor	$600
Shari Cruz, Talent Search STEM Camp Counselor	$600
Connor Anderson, Talent Search STEM Camp Counselor	$600
Mark Zabawa, Talent Search STEM Instructor	$832.66
Jeff Soper, Transition Trainer	$118.00/hour
Leslie White, Talent Search STEM Camp Instructor	$500
Amy Walter, Talent Search STEM Camp Instructor	$500
Christy Johnson, Assist with Lab supervision, 25-26 year	$350
Cynthia Bethune, Summer Custodial Maintenance	$15.95/hour
Becky Klein, Summer Custodial Maintenance	$$15.86/hour
Nathan Wickman, Summer Custodial Maintenance	$15.00/hour
Joas Mercedes-Reyes, Summer Custodial Maintenance	$15.00/hour
Elial Ramirez, Summer Custodial Maintenance	$15.00/hour
Jack Huberty, Summer Custodial Maintenance	$15.00/hour
Jackson Wilcoxon, Seasonal Groundskeeper	$15.00/hour
Katie Tomason, Wellness Center Lifeguard	$12.00/hour
Lavel Harris, Men’s Basketball GA	$15,000/year
Julian Long, Men’s Wrestling GA	$15,000/year

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

B) Quality Faculty Plan (QFP) Updates

Trudy Ahrens, Executive Director of Human Resources, presented the Quality Faculty Plan (QFP) updates for approval. A motion was made by Curt Petersen, with a second by Jane Nolan Goeken, to approve Quality Faculty Plan (QFP) updates as presented.

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

IOWA LAKES REPORT

A) Massage Therapy

Kyle Norris, Vice President of Academic Affairs, introduced Heather Morey, Massage Therapy Instructor | Coordinator, who provided an overview of the program, including clinical experiences, licensure preparation, technology enhancements, and future enrollment opportunities. Students Emma Baartman, Steph Holliman, and Chelsea McAninch shared their experiences in the program and discussed their reasons for attending Iowa Lakes Community College. The students spoke about the program's affordability, flexibility, supportive learning environment, and their future career goals within the massage therapy profession.

CLOSED SESSION

A) 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 4:51 P.M.

The vote was called:
Ayes: Lund, Kibbie, Petersen, Goeken, 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 from Janice Lund, to move to adjourn the closed session.

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

The vote was called, and the motion was approved unanimously

Board President Arden Kinnander reconvened the public meeting at 5:31 P.M.

FOUNDATIONS

A) Donation

Following the information provided by Dan Lutat, Executive Director of Foundations & Governmental Affairs, a motion was made by Jane Nolan Goeken, with a second by Arden Kinnander, to approve a $20,000 donation from the Diehn Family supporting the J&J Scholarship (North Union HS), as presented.

B) Update

Dan Lutat, Executive Director of Foundation & Governmental Relations, introduced Mari Duncan, RSVP Coordinator, who provided an update on volunteer activities and community engagement efforts throughout the Iowa Lakes service area. Mari highlighted volunteer participation and service hours, literacy initiatives, student-volunteer engagement activities, and efforts to expand volunteer involvement in emergency and disaster response programs throughout the region. Dan also recognized Tony Condon for his years of service to Iowa Lakes Community College as he prepares for retirement. Lutat noted Condon's contributions to the College, including his service as a former Board Secretary and his support of scholarships and fundraising initiatives. Condon expressed his appreciation for the opportunity to serve the College, and Board members thanked him for his dedication and contributions over the years.

FINANCE

A) Financial Reports
B) Monthly Bills

Tia Bernholtz, Executive Director of Finance, presented the financial report and the monthly bills for approval. A motion was made by Jane Nolan Goeken, with a second by Curt Petersen, 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) Depository Signatories

Tia Bernholtz, Executive Director of Finance, asked for approval to add Heather Prust, Business Office Manager, as a depository signatory. Following the request, a motion was made by Arden Kinnander, with a second by Janice Lund, to approve Heather Purst, Business Office Manager, as a depository signatory as presented.

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

D) Dormitory System Fund Budget

Tia Bernholtz, Executive Director of Finance, provided information on the Dormitory System Fund Budget. Following the report, a motion was made by Curt Petersen, 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.

E) FY 2027 Working Budget

Tia Bernholtz, Executive Director of Finance, presented the FY 2027 Working Budget. Following the presentation, a motion was made by Pat Kibbie, with a second from Curt Petersen, to approve the FY 2026 Working Budget as presented.

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

CLOSED SESSION

A) Iowa Code Section 21.5(1)(j) - To discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property.

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)(j) at 5:46 P.M.

The vote was called:
Ayes: Lund, Kibbie, Petersen, Goeken, 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 from Janice Lund, to move to adjourn the closed session.

The vote was called:
Ayes: Lund, Kibbie, Petersen, Goeken, 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.

ORAL REPORTS

A) Community Colleges for Iowa Presidents

College President Scott Stokes reported on the Iowa community college presidents' retreat held June 3-4, hosted by Indian Hills in Ottumwa, Iowa. Discussion topics included the 2026 legislative session, property tax legislation, ADA website accessibility compliance requirements, the Canvas data breach, artificial intelligence policies and legal considerations, and updates from the Iowa Department of Education regarding statewide initiatives and projects

B) Community Colleges of Iowa Trustees

No report this month.

C) Trustee Comments

Board President Arden Kinnander recognized Mischelle Dahna for her efforts in coordinating the Board policy review process as part of the College's Higher Learning Commission preparations. He also noted that Trustee Kari Batman will serve as the Board representative on the policy review committee and will work with Mischelle in developing a trustee onboarding program. Board members were encouraged to share ideas and feedback as the onboarding process moves forward.

ADJOURNMENT

Following no further discussion, the meeting adjourned at 6:32 P.M.

____
Mischelle Dahna, Board Secretary