

**BOARD WORK SESSION
IOWA LAKES COMMUNITY COLLEGE
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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, Administration Building, 19 South 7th Street, Estherville, IA, at 4:00 P.M. on Tuesday, August 18, 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
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 4:47 P.M.

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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, August 18, 2026, beginning at 4:30 P.M.

MEMBERS PRESENT

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

MEMBERS ABSENT

Curt Petersen

GUESTS

Scott Stokes, Mischelle Dahna, Troy Larson, Robert Leifeld, Trudy Ahrens, Tia Bernholtz, Beth Elman, Dan Lutat, Kyle Norris, Laura Howard, Paula Nissen, Heather Prust.

MEDIA PRESENT

Amy H. Peterson

CALL TO ORDER

Board President Arden Kinnander called the meeting to order at 4:49 P.M.

REVIEW AND APPROVAL OF AGENDA

Bob Jennings motioned, with a second from Jane Nolan Goeken, to accept and approve the agenda as written.

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

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REVIEW AND APPROVAL OF MINUTES

A motion was made by Kari Batman, with a second from Pat Kibbie, to accept and approve the minutes of the July 21, 2026, regular board meeting 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 Janice Lund, with a second from Jane Nolan Goeken, to approve the consent agenda and supplemental contracts as presented.

Resignation:

Tammy Shimon. Dean of Health Education, effective September 4, 2026
Jon Lace, Maintenance/Groundskeeper, effective August 18, 2026

Position Change:

Riley Endreson from PT Custodial Maintenance to FT Custodial Maintenance,
\$16.20/hour, effective July 27, 2026
Laura Howard, from Dean of Distance Learning to Executive Director of Data and
Technology, \$105,092/year, effective August 10, 2026

New Hires:

Alexandra Griggs, Assistant to Deans and SP Campus, SP, FT, \$18.55/hour
Ashley Mason, Cook/Server, SP, PT, \$16.61/hour
Jessica Emswiler, Nursing Instructor, EB, FT, \$59,162/year
Corey Klanderud, Criminal Justice Instructor, EV, FT, \$63,660/year

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

Nicole Sturm, Dance Team Coach	\$15,000/year
Robert Hlavac, Head Baseball and Enrollment Coach, Relocation/Moving	\$2,000
Ariana Williams, Women's Basketball/Housing GA	\$15,000/year

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Noah Greise, Baseball/Housing GA	\$15,000/year
Noah Greise, Baseball/Housing GA summer start	\$750
Molly Nicas, Softball/Housing GA	\$10,875/year
Yao Chu, Online Adjunct Instructor Physics	\$725/credit
Jaycob Dube, AD GA Supp summer start	\$750
Dalton Whitehall Gilkes, Women's Wrestling GA	\$15,200/year
Lavel Harris, Summer GA duties	\$1500
Timothy Jaycox, Adjunct Aviation Instructor	\$725/credit
Nathan Dunlavey, Adjunct Criminal Justice Instructor	\$725/credit
Laura Howard, extra duties for Dean of Distance Learning Role	\$750
Theresa Umscheid, extra duties for Dean of Distance Learning Role	\$750

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

IOWA LAKES REPORT

A) Institutional Research Collaborative

Laura Howard, Executive Director of Data and Technology, introduced Paula Nissen, Director of the Institutional Research Collaborative, who presented an overview of the shared institutional research partnership among Iowa Lakes, North Iowa Area, and Iowa Central Community Colleges. Nissen highlighted the Collaborative's role in providing leadership and project coordination, supporting data-informed decision making, strengthening staff collaboration and expertise, and improving consistency in institutional reporting. She also discussed training and technical assistance, shared resources and purchasing opportunities, and the Collaborative's involvement in state and national initiatives. Since 2024, the Collaborative has generated \$158,218 through contracts and other funded work, helping offset costs for the partner colleges.

ADMINISTRATION FUNCTIONS

A) Public Hearing on the proposed sale of property

Robert Leifeld, Vice President of Administration, presented information regarding the proposed sale of 5.08 acres of property on the Iowa Lakes Community College Emmetsburg Campus to Palo Alto County Health System (PACHS). Robert Leifeld reviewed the legal description of the property and reported that no written or verbal concerns regarding the proposed sale had been received. Board President Arden Kinnander opened the public hearing and invited public comments. Hearing none, Board President Arden Kinnander closed the public hearing.

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B) Resolution on PACHS's offer

Robert Leifeld, Vice President of Administration, presented the resolution regarding Palo Alto County Health Systems' (PACHS) offer to purchase 5.088 acres of property located on the Iowa Lakes Community College Emmetsburg Campus and requested Board approval of the resolution as presented.

RESOLUTION

The Iowa Lakes Community College Board of Trustees (hereinafter "Trustees") hereby approves the following Resolution:

WHEREAS, Iowa Lakes Community College desires to sell real estate located in Palo Alto County legally described as:

LEGAL DESCRIPTION (PARCEL B) (A,B,C,D,A):

That part of an Existing Parcel described in the Deed recorded in Book 88, Page 328, Palo Alto County, Iowa recorder's office being located in the Southeast Quarter of the Northwest Quarter of Section 24, Township 96 North, Range 33 West of the Fifth Principal Meridian, Palo Alto County, Iowa, described as follows to wit: Commencing at the southeast corner of the Northwest Quarter of Section 24, Township 96 North, Range 33 West of the Fifth Principal Meridian, Palo Alto County, Iowa, and running from this point north 89° 10' 19" west (north 89 degrees 10 minutes 19 seconds west) along the south line of said Northwest Quarter a distance of 516.00 feet to the Southeast corner of an Existing Parcel described in the Deed recorded in Book 71, Page 297, Palo Alto County, Iowa recorder's office; thence north 00° 08' 38" east along the east line of said existing parcel also being the west line of Higley's Second Addition to the City of Emmetsburg and the extension thereof a distance of 701.47 feet to the point of beginning (said point being the northeast corner of said existing parcel also being located on the centerline of Cullen Drive) and running from this point of beginning north 89° 10' 19" west along the north line of said existing parcel a distance of 650.00 feet; thence north 00° 08' 38" east a distance of 341.00 feet; thence south 89° 10' 19" east a distance of 650.00 feet to the Northwest corner of south 44 feet of Lot 4 Higley's Second Addition to the City of Emmetsburg; thence south 00° 08' 38" west along the west line of said Higley's Second Addition a distance of 341.00 feet to the point of beginning. All bearings stated in this description are based on the assumption that the south line of the Northwest Quarter of said Section 24 has a bearing of north 89° 10' 19" west. The area of Parcel B is 5.088 acres.

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to Palo Alto County Health Systems (hereinafter “PACHS”) and to enter into the attached Nonresidential Purchase Agreement (the “Agreement”) with PACHS;

WHEREAS, the proposed real estate sale to PACHS has been approved by the Iowa Department of Education; and,

WHEREAS, the Trustees believe that it is in the best interest of Iowa Lakes Community College to enter into the above Agreement; and,

NOW, THEREFORE, BE IT RESOLVED, that Iowa Lakes Community College shall enter into the Nonresidential Purchase Agreement with PACHS; and,

BE IT FURTHER RESOLVED, that the Trustees have legal authority to enter into the Nonresidential Purchase Agreement, and to execute a Warranty Deed to PACHS, in accordance with Iowa law, and the Iowa Lakes Community College Policies.

BE IT FURTHER RESOLVED that the Trustee’s President shall execute the Nonresidential Purchase Agreement, and a Warranty Deed and all other necessary documents upon full approval and execution of the Agreement by PACHS.

The above Resolution was approved by the Iowa Lakes Community College Board of Directors on this _____ day of August, 2026.

IN WITNESS WHEREOF, I have executed this Resolution.

Arden Kinnander, President

Mischelle Dahna, Secretary

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Following the information provided by Robert Leifeld, Vice President of Administration, a motion was made by Patrick Kibbie, with a second from Jane Nolan Goeken, to approve the resolution regarding Palo Alto County Health Systems' offer as presented.

The vote was called:

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

Nays: None

Absent: Petersen

Motion approved by unanimous vote.

C) Donation from PACHS

Robert Leifeld, Vice President of Administration, presented a resolution regarding a \$391,000 charitable gift from Palo Alto County Hospital (PACHS) and the associated Charitable Gift Agreement with Clawback Provision. Robert Leifeld requested Board approval of the resolution as presented.

RESOLUTION

The Iowa Lakes Community College Board of Trustees (hereinafter "Trustees") hereby approves the following Resolution:

WHEREAS, Iowa Lakes Community College desires for the Iowa Lakes Community College Foundation to enter into the attached Charitable Gift Agreement with Clawback Provision with Palo Alto County Hospital;

WHEREAS, the Trustees believe it is in the best interests of Iowa Lakes Community College and the Iowa Lakes Community College Foundation to enter into the Charitable Gift Agreement with Clawback Provision;

NOW, THEREFORE, BE IT RESOLVED that Iowa Lakes Community College acknowledges receipt of the Charitable Gift Agreement with Clawback Provision and Iowa Lakes

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Community College Foundation's reliance on Iowa Lakes Community College complying with the terms of the Charitable Gift Agreement with Clawback Provision, specifically the continued operation of the Iowa Lakes Community College Nursing Program at the Emmetsburg Campus;

BE IT FURTHER RESOLVED, that the Trustees approve the Charitable Gift Agreement with Clawback Provision and authorize the Iowa Lakes Community College President to execute the "College Acknowledgment and Undertaking", attached to the Charitable Gift Agreement with Clawback Provision as Exhibit "A".

The above Resolution was approved by the Iowa Lakes Community College Board of Directors on this 18th day of August, 2026.

IN WITNESS WHEREOF, I have executed this Resolution.

Arden Kinnander, President

Mischelle Dahna, Secretary

Scott Stokes, President

Following the information provided by Robert Leifeld, Vice President of Administration, a motion was made by Kari Batman, with a second from Bob Jennings, to approve the resolution regarding the PACHS charitable gift as presented

The vote was called:

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

Nays: None

Absent: Petersen

Motion approved by unanimous vote.

STUDENT SERVICES

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

Following the information provided by Troy Larson, Vice President of Student Services, a motion was made by Board President Arden Kinnander, with a second from Janice Lund, to approve exceptions to Board Policies #307 and #424 for the Uncorked event on October 17, 2026.

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

IOWA LAKES UPDATE

Beth Elman, Executive Director of Marketing, presented information on events happening at the college

FOUNDATION

A) Donation

Dan Lutat, Executive Director of Foundation and Governmental Relations, provided information for approval of an in-kind donation from POET of a 2024 Can-Am Defender valued at \$15,000 to support the Powersports Program. A motion was made by Janice Lund, with a second from Jane Nolan Goeken, to accept the donation as presented.

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

TREASURER'S REPORT / MONTHLY BILLS

A) Financial Reports

B) Monthly Bills

Tia Bernholtz, Executive Director of Finance, presented the June and July financial reports and the monthly bills for approval. A motion was made by Jane Nolan Goeken, with a second by Arden Kinnander, to accept the financial reports 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 Update

Following a presentation by Tia Bernholtz, Executive Director of Finance, a motion was made by Pat Kibbie, with a second by Kari Batman, to approve the new fees 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 had not met yet.

B) Community Colleges of Iowa Trustees

Board Vice President Bob Jennings provided an update from Community Colleges for Iowa, highlighting ongoing Workforce Pell implementation, guidance related to legislation from the 2026 legislative session, and legislative advocacy efforts. Bob Jennings also noted that planning is underway for the December Annual Convention. The Community Colleges for Iowa Board was scheduled to meet the following week, with additional updates to be provided at the September Board meeting.

C) Trustee Comments

Board President Arden Kinnander noted that website accessibility and ADA compliance requirements were discussed at the recent trustee convention.

ADJOURNMENT

Following no further discussion, the meeting adjourned at 5:27 P.M.

Mischelle Dahna, Board Secretary