

MINUTES OF THE BOARD OF TRUSTEES

INDIAN HILLS COMMUNITY COLLEGE

March 8, 2021

The regular Board of Trustees meeting for Indian Hills Community College was held on March 8, 2021, in the Perkins Conference Room on the Main Campus, Indian Hills Community College, Ottumwa, Iowa. Board President Mr. Richard J. Gaumer called the meeting to order at 4:02 p.m.

Roll Call

Members present: Ms. Beth Danowsky, Mr. Richard J. Gaumer, Mr. Tom Keck, and Mr. John Pothoven.

Members present via Zoom/Telephone: Ms. Nellie M. Coltrain, Mr. Jerry Kirkpatrick, Ms. Amy Webber, and Mr. Alan Wilson.

Members absent: Ms. Katie Nichols.

Approval of Agenda

Dr. Thompson asked that 10(b) be removed from the agenda. It was moved by Mr. Keck and seconded by Ms. Danowsky to approve the board agenda as amended. The motion carried unanimously.

Approval of Minutes

The minutes of the February 8, 2021 Regular Board Meeting were reviewed.

Motion

It was moved by Mr. Pothoven and seconded by Mr. Keck to approve the February 8, 2021 minutes as read. The motion carried unanimously.

Public Hearing to Adopt FY22 Budget Estimate and Certify College Taxes

Mr. Gaumer asked for a motion to open the public hearing to adopt the FY22 Budget Estimate and Certify College Taxes.

Motion

It was moved by Ms. Coltrain and seconded by Mr. Keck to open the public hearing. The motion carried.

Mr. Gaumer asked Ms. Shelle Harvey if she had received any written objections or protests on the FY22 Certified Budget Estimate and College Taxes. She stated "no." Mr. Gaumer asked if there were any oral objections or comments. There were no comments or discussion, so he asked for a motion and second to close the public hearing.

Motion

It was moved by Mr. Keck and seconded by Ms. Danowsky to close the public hearing. The motion carried.

Approval of the FY22 Certified Budget Estimate and College Taxes

Mr. Gaumer asked for approval of the FY22 Certified Budget Estimate and College Taxes.

Motion

It was moved by Mr. Kirkpatrick and seconded by Ms. Webber to approve the FY22 Certified Budget Estimate and College Taxes.

A roll call vote was taken:

| | |
|------------------------|-----|
| Mr. Richard J. Gaumer | Yes |
| Mr. Tom Keck | Yes |
| Ms. Nellie M. Coltrain | Yes |
| Mr. John Pothoven | Yes |
| Mr. Alan Wilson | Yes |
| Mr. Jerry Kirkpatrick | Yes |
| Ms. Beth Danowsky | Yes |
| Ms. Amy Webber | Yes |

Members absent: Ms. Katie Nichols.

Unfinished Business

None

Approval of Monthly Claims

Board member Mr. Gaumer reviewed the list of monthly claims on behalf of the board and reported that all questions were answered by appropriate staff members.

Motion

It was moved by Mr. Pothoven and seconded by Ms. Webber to approve the monthly claims for the month of February 2021. The motion carried unanimously.

Financial Report

Mr. Michael Lee, Treasurer/CFO presented the Financial Report through February 28, 2021, for Funds 1 and Fund 2 Levy accounts, as well as Fund Balance summaries. **Revenue:** Overall revenue was down \$1,519,277 from last year. Tuition and Fees were lower by \$1,681,352, which is driven by lower Coast Flight course fees of approximately \$456,000, Tuition is lower by approximately \$954,000 and \$235,000 in Other Fees. Local support is higher by \$66,000, State support is higher by \$36,000; which is reflective of a state grant for summer concurrent high school enrollment. Federal Support is lower by \$27,500 and Other Income is higher by \$86,000, reflective of CARES funding reimbursements. Operating Equipment Program Insurance reimbursement is lower by \$58,000 and \$102,000 of other revenue.

Expenses: Overall, expenses are down by \$2,030,000. Salaries and Fringe benefits are lower by \$973,138, due to lower benefit and payroll costs. Services are lower by \$650,157 due to lower expenses for Coast Flight of \$456,000, lower international student health insurance costs of \$54,000, electricity savings of \$73,000, reduced group meetings/workshop expenses of \$46,000, and \$20,000 of miscellaneous items. Materials and Supplies are lower by \$382,422 driven by mileage and travel costs, Information Technology related expenses of approximately \$97,000, and \$88,000 in materials and supplies. Other Current Expenses were higher by \$15,000 and Capital Outlay was lower by \$9,400.

Fund 2 Levy Accounts: Revenue: Received approximately \$2,378,000, which is \$223,000 higher than the same period as last year.

Motion

It was moved by Ms. Danowsky and seconded by Mr. Pothoven to approve the Financial Report. The motion carried unanimously.

IACCT Report

The IACCT Board will meet on Friday, March 12, 2021. March 11, 2021 is Community College Day on the Hill. Legislative priorities are: sustain programming to restore Iowa's economy, review local economies with workforce training, and grant temporary local funding authority. Mr. Gaumer asked board members to thank legislators and encourage them to support community colleges.

The IACCT Conference is being held by Western Iowa Tech. Community College, Sioux City, Iowa. The conference will be held July 21-23, 2021. Please let Dr. Thompson if you are interested in attending. The college is deciding whether to hold the conference in person or on Zoom.

The ACCT Leadership Congress is October 13-16, 2021 in San Diego, California. Registration will open May 2021.

Mr. Gaumer asked Dr. Myers if there were any indication on what budget targets are going be. Dr. Myers stated that they are hoping to get the 2-3% ask. Ms. Amy Sinclair feels good about Iowa funding. Dr. Myers will send an email to board members with our district legislators email addresses.

The 403 Plan will be formally changed to Future Track.

Resolution Approving New Jobs Training Final Agreements (2021-1 Project)

Ms. Ashley Moyer, Executive Director, Continuing Education & Workforce Solutions reported that Seats, Incorporated is a company who manufactures seats for airplanes, buses, tractors, etc. However, they do not manufacture seats for cars or pickup trucks. Seats headquarters is in Wisconsin and Chariton, Iowa will be their first company in the state. They are a family owned company.

Ms. Moyer asked for approval of the resolution for New Jobs Training Final Agreement with Seats, Incorporated.

Motion

It was moved by Mr. Keck and seconded by Ms. Danowsky to approve the New Jobs Training Final Agreement with Seats Incorporated.

A roll call vote was taken:

| | |
|--------------------|-----|
| Richard J. Gaumer | Yes |
| Tom Keck | Yes |
| Nellie M. Coltrain | Yes |
| Beth Danowsky | Yes |
| John Pothoven | Yes |
| Alan Wilson | Yes |
| Jerry Kirkpatrick | Yes |
| Amy Webber | Yes |

Members absent: Katie Nichols.

The motion carried unanimously.

Resolution Directing the Publication of Notice

Ms. Ashley Moyer, Executive Director, Continuing Education & Workforce Solutions asked for approval for the resolution directing the publication of notice on the proposition of the issuance of not to exceed \$795,000 Industrial New Jobs Training Certificates.

Motion

It was moved by Mr. Keck and seconded by Mr. Pothoven to approve the resolution directing the publication of notice on the proposition of the issuance of not to exceed \$795,000 Industrial New jobs Training Certificates.

A roll call vote was taken:

| | |
|--------------------|-----|
| Richard J. Gaumer | Yes |
| Tom Keck | Yes |
| Nellie M. Coltrain | Yes |
| Beth Danowsky | Yes |
| John Pothoven | Yes |
| Alan Wilson | Yes |
| Jerry Kirkpatrick | Yes |
| Amy Webber | Yes |

Members absent: Katie Nichols.

The motion carried unanimously.

Resolution Approving Preliminary Official Statement and Electronic Bidding

Ms. Ashley Moyer, Executive Director, Continuing Education & Workforce Solutions asked for approval for the resolution approving preliminary Official Statement and approving electronic bidding procedures.

Motion

It was moved by Mr. Keck and seconded by Ms. Danowsky to approve the resolution approving preliminary Official Statement and approving electronic bidding procedures.

A roll call vote was taken:

| | |
|--------------------|-----|
| Richard J. Gaumer | Yes |
| Tom Keck | Yes |
| Nellie M. Coltrain | Yes |
| Beth Danowsky | Yes |
| John Pothoven | Yes |
| Alan Wilson | Yes |
| Jerry Kirkpatrick | Yes |
| Amy Webber | Yes |

Members absent: Katie Nichols.

The motion carried unanimously

Personnel Report

Mr. Zeke Flick, Director, Human Resources, presented the Personnel Report.

Motion

It was moved by Mr. Keck and seconded by Ms. Webber to approve the Personnel Report. The motion carried unanimously. The Personnel Report is made a part of these minutes.

New Business:

None.

President of the College**A. Facilities Report**

Dr. Brett Monaghan, Vice President, Student Development & Operations reported that the Simulation Lab has a completion date of Wednesday, March 31, 2021. Ceilings and floors are being installed, and windows are being replaced. Dr. Thompson stated that the board will be able to tour the Simulation Lab after the April board meeting.

Contractors are continuing to work on the punch list in the Wrestling building in Centerville.

Dr. Monaghan stated that projects are now being planned for spring and summer. He met with the grounds people on Monday, March 8, 2021.

Ice dams have been replaced on 3 buildings due to damage during the winter.

B. Special Report

Dr. Thompson, President, IHCC gave a special report on Centerville Housing.

Dr. Thompson reported that he wanted to talk to the board before this information goes public on Monday, March 15, 2021. Due to the enrollment growth in Centerville, dorms are full and 16 students are being housed at the Continental Hotel in Centerville.

A group of 7 community members, who live in Centerville, who support the Centerville community and Indian Hills Community College, approached Dr. Thompson with a proposal. They will build a dorm for IHCC, which will hold 53 students, and IHCC will lease the ground from the Development Corporation. IHCC owns the property. IHCC will lease the land for 20-years, with a 5-year extension, and then the building will belong to the college. This dorm will sit on the opposite side of the Greenhouse and there will be a "garden level" and a main level. (A picture of the draft building was shown to board members.) Some items the college will provide in the rooms, but furniture, TVs, chairs, etc. the students will need to supply. This project fits within the college's Centerville Master Plan. One stipulation is the building be named after Robert "Bob" Traxler, who was a big supporter of IHCC and the baseball team.

The construction timeline is to start construction immediately and have it ready to receive students 2022 winter term. Some Oak trees were needing to be removed for construction and it was determined that there is a law that trees cannot be cut down after March 10th due to bats and their breeding season. The trees have been removed. Monday, March 15, 2021 the announcement will be made on Go Pitch TV and then again at 10:00 a.m. on Rise and Shine with Russ W. Ocker. A ribbon cutting ceremony will be announced at a later date.

Adjournment

Board member Mr. Keck moved that the meeting be adjourned. Hearing no objections Mr. Gaumer adjourned the meeting at 5:00 p.m.

BOARD PRESIDENT

BOARD SECRETARY