

MINUTES OF THE BOARD OF TRUSTEES

INDIAN HILLS COMMUNITY COLLEGE

May 9, 2022

The regular Board of Trustees meeting for Indian Hills Community College was held on May 9, 2022, 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 4:00 p.m.

Roll Call

Members present: Ms. Nellie M. Coltrain, Ms. Beth Danowsky, Ms. Katie Nichols, Mr. Riley Sheetz, Mr. Richard J. Gaumer, Mr. Jerry Kirkpatrick, Ms. Amy Webber, and Ms. Lori Yates.

Zoom/Phone

Mr. Alan Wilson.

Members absent:

Approval of Agenda

It was moved by Ms. Coltrain and seconded by Mr. Sheetz to approve the board agenda as presented. The motion carried unanimously.

Approval of Minutes

The minutes of the April 11, 2022, Regular Board Meeting were reviewed.

Motion

It was moved by Mr. Kirkpatrick and seconded by Ms. Danowsky to approve the April 11, 2022 minutes as amended. The motion carried unanimously.

Unfinished Business

None.

Public Hearing to Adopt the FY22 Amended Budget

Mr. Gaumer asked for a motion to open the public hearing to adopt the FY22 Amended Budget.

Motion

It was moved by Mr. Wilson and seconded by Ms. Webber 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 Amended Budget. 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 Ms. Nichols and seconded by Ms. Yates to close the public hearing. The motion carried.

Ms. Ferguson, Chief Financial Officer, reported the FY22 budget is being amended due to expenses, related to COVID-19 CARES Funding, that weren't accounted for correctly, and the spending limit needs to be increased by \$6 million.

Mr. Gaumer asked for approval of the FY22 Amended Budget.

Motion

It was moved by Ms. Nichols and seconded by Ms. Coltrain to approve the FY22 Amended Budget.

A roll call vote was taken:

| | |
|--------------------|-----|
| Richard J. Gaumer | Yes |
| Beth Danowsky | Yes |
| Lori Yates | Yes |
| Alan Wilson | Yes |
| Jerry Kirkpatrick | Yes |
| Katie Nichols | Yes |
| Amy Webber | Yes |
| Riley Sheetz | Yes |
| Nellie M. Coltrain | Yes |

Members absent:

The motion carried unanimously.

Public Hearing on the Proposed Contract Documents (plans, specifications, form of contract, and estimated cost) for the Centerville Campus Academic Building Pre-Cast Concrete Wall Bid.

Mr. Gaumer asked for a motion to open the public hearing on the Proposed Contract Documents (plans, specifications, form of contract, and estimated cost) for the Centerville Campus Academic Building Pre-Cast Concrete Wall Bid.

Motion

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

Mr. Gaumer asked Ms. Harvey if she had received any written objections or protests on the proposed contract documents (plans, specifications, form of contract, and estimated cost) for the Centerville Campus Academic Building Pre-Cast Concrete Wall Bid. 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 Ms. Nichols and seconded by Ms. Yates to close the public hearing. The motion carried.

Dr. Matt Thompson, President, reported that 2 bids were received. One bid was from Core Lab, Omaha, Nebraska and the second bid was from MPC Contractors, Mt. Pleasant, Iowa. The low bid came in at \$1,286,900 from MPC Contractors. Core Lab's bid came in at \$1,549,000, attributed to the distance and price of gas.

Dr. Thompson reported that estimate came in at \$110,000 less than budgeted and recommended moving forward with MPC Contractors.

Motion

It was moved by Mr. Sheetz and seconded by Ms. Coltrain to approve the Proposed Contract Documents (plans, specifications, form of contract, and estimated cost) for the Centerville Campus Academic Building Pre-Cast Concrete Wall Bid be awarded to MPC Contractors.

A roll call vote was taken:

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|--------------------|-----|
| Richard J. Gaumer | Yes |
| Beth Danowsky | Yes |
| Lori Yates | Yes |
| Alan Wilson | Yes |
| Jerry Kirkpatrick | Yes |
| Katie Nichols | Yes |
| Amy Webber | Yes |
| Riley Sheetz | Yes |
| Nellie M. Coltrain | Yes |

Members absent:

The motion carried unanimously.

Establish June 13, 2022 at 4:00 p.m. in The Barn on the Centerville Campus, Indian Hills Community College, 721 North 1st Street, Centerville, Iowa 52544 as the date, time, and location for a public hearing on the proposed contract documents (plans, specifications, form of contract, and estimated cost) for the Indian Hills Main Campus Library HVAC Bid Package.

Motion

It was moved by Ms. Yates and seconded by Ms. Danowsky to establish June 13, 2022 at 4:00 p.m. in The Barn on the Centerville Campus, Indian Hills Community College, 721 North 1st Street, Centerville, Iowa 52544 as the date, time, and location for a public hearing on the proposed contract documents (plans, specifications, form of contract, and estimated cost) for the Indian Hills Main Campus Library HVAC Bid Package.

\$20,000,000 General Obligation School Bonds, Series 2022 Increase Depository Limits for Bond Monies

Ms. Ferguson, Chief Financial Officer, asked that the Board of Trustees approve the following list of financial institutions (Attached) to be depositories for Indian Hills Community College funds in conformance with all applicable provisions of Chapters 12B and 12C. Cod of Iowa. Depository limits need to be increased to receive the \$20,000,000 on June 1, 2022. MidWestOne Bank will be increased from \$10,000,000 to \$30,000,000.

Motion

It was moved by Ms. Nichols and seconded by Ms. Webber to increase depository limits at MidWestOne Bank from \$10,000,000 to \$30,000,000.

A roll call vote was taken:

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|-------------------|-----|
| Richard J. Gaumer | Yes |
| Katie Nichols | Yes |
| Alan Wilson | Yes |
| Jerry Kirkpatrick | Yes |
| Beth Danowsky | Yes |

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|--------------------|-----|
| Lori Yates | Yes |
| Alan Wilson | Yes |
| Riley Sheetz | Yes |
| Nellie M. Coltrain | Yes |

Members absent:

The motion carried unanimously.

Approval of Monthly Claims

Board member Ms. Danowsky 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 Ms. Danowsky and seconded by Mr. Kirkpatrick to approve the monthly claims for the month of April 2022. The motion carried unanimously.

Financial Report

Ms. Taren Ferguson, Chief Financial Officer, presented the FY2022 Financial Report through April 30, 2022.

Revenue: Tuition/Fees continue to be up from last year due to processing high school discounts differently. In Local Support our 20 ¼ levy has brought in more revenue than last year, which is expected and our State General Aid is up from last year.

Expenditures: Salaries and Fringe are in line with what was budgeted, Services are up from last year and this past month IHCC recorded large expenses for the cost of preparation of the colleges indirect cost rate, marketing and utility costs.

Fund 2: in the Equipment replacement line, there is still some IT equipment waiting to be received and some CTE equipment came in under the planned cost.

Fund Balance summary has been provided.

Motion

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

Budget/Revenue Discussion

Ms. Taren Ferguson, Chief Financial Officer, and Dr. Matt Thompson, President, proposed a \$5.00 per credit hour increase. Legislators have made no commitment of money that colleges will be receiving. The School Voucher Bill is holding up money. No bill will move until the School Voucher Bill is settled. This is concerning because college funding is in the same bill as the School Voucher Bill. There may be no new funding if the bill doesn't pass. Due to uncertain State General Aid, it is a possibility we may come back to the Board with a tuition ask at a later date if no additional funding is given to community colleges.

Motion

It was moved by Mr. Kirkpatrick and seconded by Mr. Sheetz to approve the \$5.00 per credit hour increase. The motion carried unanimously.

IACCT Report

Mr. Rich Gaumer reported that the IACCT Board met on Thursday, May 5, 2022. Each year individuals receive awards at the IACCT Conference, but this year each community college got to submit an Outstanding Faculty Member and an Outstanding Staff Member. Ms. Susan Wilson will receive the Outstanding Faculty Member award and Dr. Bianca Myers will receive the Outstanding Staff Member award for Indian Hills Community College.

The 2022 IACCT Conference will be held in Sioux City on Wednesday, July 20 – Friday, July 22, 2022. Mr. Gaumer encouraged board members to attend if possible.

Indian Hills Community College is submitting a proposal to present at the 2022 Annual ACCT Congress in New York City and the topic is: Leveraging Community Partnerships and Collaborations to successfully pass a Bond Referendum.

The Art Committee went to the Dining Hall and picked a piece of art that an IHCC Student created. The award will be presented to the student at a later date.

Personnel Report

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

Motion

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

President of the College

A. Facilities Report

Dr. Brett Monaghan, Vice President, Student Development & Operations, gave the facilities report. Dr. Monaghan reported that planning is getting ready to start at the North Campus for Criminal Justice. Maintenance has been using a section of the building, but will be moved to a new shed the college will build. The building will be behind the Incubator. Bids have been received.

Oak Hall will have ceiling tiles replaced due to water damage. Over early summer break carpet will be completed in the ATC Building, bids will be received for the HVAC project in the Library, and bids will be received for the demo at the Centerville Campus. Also, the Albia Service Center will be updated and ready for fall term.

Athletics: Softball team won the Region tournament and will host the District tournament, on Saturday, May 14th and Sunday May 15th. 7 students won 7 region titles and the team came in 3rd place. Baseball Regional tournaments will be hosted at the Centerville Campus on Thursday, May 12 – Saturday, May 14th. The Golf team tees off in Odessa, Texas on Tuesday, May 10, 2022.

Indian Hills will begin a Women's Golf program starting 2023 fall. The Head Golf Coach position as been posted. The team will be on the Ottumwa Campus and a press release will go out later this week.

President's Leadership Academy

Ms. Blaire Siems, Executive Director, Foundation and Development, Dr. Jennifer Wilson, Vice President, Business Solutions and Dr. Matt Thompson presented the 2021-2022 President's Leadership Academy students. Fourteen students were picked for the 2021-2022 school year and 3 students attended the board meeting. Students in attendance were: Mr. Zebulun Nading, Corydon, Iowa, Ms. Morgan Klaus, Bloomfield, Iowa, and Ms. Katelyn Swartz, Keota, Iowa.

Meetings were held monthly with different topics. The first session was Strengths Finder. The second session was appropriateness on Social Media. Ms. Libby Serkies did a study session and gave students study tips. Students traveled to different businesses to get connected and they traveled to the Regional Entrepreneurship Center to see different components of a business startup.

Mr. Zebulun Nading, Corydon, Iowa, is in the Nursing Program.

Ms. Morgan Klaus, Bloomfield, Iowa, is getting her Associates Degree in Biology and then plans to transfer to the University of Iowa.

Ms. Katelyn Swartz, Keota, Iowa, plans to transfer to Kirkwood Community College and enter Social Media Management.

Dr. Jennifer Wilson reported that the goal was for students to learn about themselves, each other, and to utilize his/her strengths. These students were put in a selected number of classes, so they could spend time together. The cohort for 2022-2023 has been selected.

Special Report: Teaching and Learning Center

Ms. Libby Serkies, Teaching and Learning Instructional Coach and Mr. Craig Leager, Director, Teaching and Learning presented a PowerPoint on the Teaching and Learning Center.

Ms. Libby Serkies and Mr. Craig Leager presented on Looking Back on Year 1, IHCC Professional Development, New Faculty Academy (NFA), Community College Teaching Summit, Iowa Faculty Development, the Professional Life Cycle Model, and Teaching and Learning Collaborative Projects. (PowerPoint attached)

Closing Comments

Dr. Thompson stated that spring graduation on the Centerville Campus is Wednesday, May 18, 2022 and on the Ottumwa Campus Thursday, May 19, 2022.

Adjournment

Board member Ms. Nellie Coltrain moved that the meeting be adjourned. Hearing no objections Mr. Gaumer adjourned the meeting at 5:38 p.m.

BOARD PRESIDENT

BOARD SECRETARY