

## MINUTES OF THE BOARD OF TRUSTEES

## INDIAN HILLS COMMUNITY COLLEGE

August 8, 2022

The regular Board of Trustees meeting for Indian Hills Community College was held on August 8, 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. Katie Nichols, Mr. Richard J. Gaumer, Mr. Jerry Kirkpatrick, and Mr. Riley Sheetz (4:02)

**Zoom/Phone**

Ms. Beth Danowsky, Mr. Alan Wilson, and Ms. Lori Yates.

**Members absent:** Ms. Amy Webber

**Approval of Agenda**

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

**Approval of Minutes**

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

**Motion**

It was moved by Mr. Kirkpatrick and seconded by Ms. Coltrain to approve the July 11, 2022, Regular Board Meeting minutes as read. The motion carried unanimously.

**Approval of Minutes**

The minutes of the July 25, 2022, Special Board Meeting were reviewed.

Mr. Gaumer asked that the action to receive bids in September 2022, be changed to October 2022.

**Motion**

It was moved by Ms. Coltrain and seconded by Mr. Sheetz to amend the July 25, 2022 minutes to reflect bids to be received in October instead of September. The motion carried unanimously.

**Motion**

It was moved by Ms. Nichols and seconded by Ms. Coltrain to approve the July 25, 2022, Special Board Meeting minutes as amended. The motion carried unanimously.

**Unfinished Business**

None.

### **Approval of Monthly Claims**

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

### **FY22 Receipts and Disbursements Summary**

Ms. Taren Ferguson, Chief Financial Officer, presented the FY22 Receipts and Disbursements Summary and reported that it shows all FY22 receipt and disbursement totals by Fund. This summary will be published in a local newspaper along with the publication of salaries and list of vendors the college has used.

The Restricted General Fund had \$741,037.87 more receipts than it did disbursements. This is due to receiving the Legacy Grant, Lumina grant, and various other smaller grants and not expending them yet. IHCC also received CARE's funding that has not be disbursed.

All other funds remained relatively flat except for the Plant Fund, which had large receipts due to the GO Bond sale.

Mr. Gaumer asked for a motion and a second to approve the FY22 Receipts and Disbursement Summary.

### **Motion**

It was moved by Mr. Sheetz and seconded by Ms. Nichols to approve the FY22 Receipts and Disbursements Summary. The motion carried unanimously.

### **FY22 Investment Report**

Ms. Taren Ferguson, Chief Financial Officer, stated that the report reflects IHCC investments as of June 30, 2022 and is broken down by Fund and banking institution. Interest rates rose from July, 2021 through June, 2022, which in turn should increase our interest income for FY23. We have significantly more invested this year totaling \$41,070,649 compared to FY21 of \$21,980,238, strictly due to our GO Bond sale. GO Bond funds were invested in three separate CD's and a money market account as shown at MidwestOne Bank.

Mr. Gaumer asked for a motion and a second to approve the FY22 Investment Report.

### **Motion**

It was moved by Ms. Coltraine and seconded by Mr. Sheetz to approve the FY22 Investment Report. The motion carried unanimously.

### **IACCT Report**

Mr. Rich Gaumer reported that August 11, 2022 the Legislative Action Committee will meet.

The Association of Community College Trustees (IACCT) has changed the name to Community Colleges of Iowa. Action has been taken to increase State General Aid and continue with Job Training priorities.

Mr. Gaumer reported that the IACCT Conference had good speakers and Iowa Western Tech. Community College did a nice job. Legislators are pleased and supporting community colleges.

Mr. Gaumer handed out Save the Date cards. The 2023 Trustee Conference for Community Colleges for Iowa will be held at Kirkwood Community College July 19, 2022 – July 21, 2023. Mr. Gaumer encourages all board members to attend one of these IACCT conferences.

### **Personnel Report**

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

### **Motion**

It was moved by Mr. Sheetz 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 reported that concrete is being poured for the new maintenance shed at the North Campus. Lights, furniture, and other items that are still in good shape are being revamped and used in different areas of the college.

Library-HVAC installation is ongoing and drains are being installed. The Library is still set to open at the end of October.

The Photo Lab is moving to the ATC and new windows will be installed in the Keokuk/Mahaska Residence Hall. Crosswalks and parking lines are being repainted and the Dental Department will have fresh paint.

Mr. Brydon Kaster flew the drone over the Centerville Campus so people can see the difference that has been made since demolition has started.

Dr. Matt Thompson reported that Story Construction and OPN have developed some strategies to help reduce costs to the Centerville project and they have also been more aggressive getting contractors interested in bidding projects. Bidding packages have been reworked and made more substantial.

October 1, 2022 dirt will begin being moved at the Centerville Campus. Plans have been modified and bids will go out Tuesday, August 3, 2022, due at 2:00 p.m. Tuesday, October 4, 2022, and the regular board meeting is Monday, October 10, 2022.

### **Business Program Update**

Ms. Jenny Howk, Program Director, Business, Ms. Tish Burgus, Instructor, Business Specialist, and Ms. Diane Darland, Professor, Business Specialist–Accounting, presented a PowerPoint on the Business programs (attached)

Pathways–students can transfer to another college to receive a 4-year degree or students can receive a diploma and AAS and go into the workforce.

Transfer Pathways – Business Transfer Major – AA, transfer to Iowa, Iowa State, UNI, and the Business Academy.

Students entering the pathway to go directly into the workforce can take Computer Accounting (Diploma), Accounting Assistant (Diploma), or Business Specialist – Accounting (AAS). Students are able to complete these programs online or face-to-face.

It is projected that there will be a 10-year job growth – Accountants and Auditors a 6.4% increase, Business Teachers a 14.7% increase, and Management Analyst a 13.5% increase.

The presenters stated that they will continue to visit high school academies and job fairs. They will continue to promote partnerships, add training and certificate programs, and continue preparing students for their next steps.

### **Closing Comments**

Dr. Thompson talked to board members about possible retreat dates. After discussing options, it was decided that retreat will be held in Oskaloosa on Sunday evening, November 6<sup>th</sup> and Monday, November 7, 2022. Dr. Thompson will send out more information.

Staff Day will be held Thursday, September 1, 2022 beginning at 12:30 p.m. and all board members are welcome to attend.

### **Adjournment**

Board member Ms. Nellie Coltrain moved that the meeting be adjourned. Hearing no objections Mr. Gaumer adjourned the meeting at 5:06 p.m.

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BOARD PRESIDENT

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BOARD SECRETARY