



MINUTES OF THE BOARD OF TRUSTEES

INDIAN HILLS COMMUNITY COLLEGE

June 10, 2024

The regular Board of Trustees meeting for Indian Hills Community College was held on June 10, 2024, in the Perkins Conference Room on the Main Campus, Indian Hills Community College, Ottumwa, Iowa. Board Vice President Ms. Katie Nichols called the meeting to order at 4:02 p.m.

Roll Call

Members present: Mr. Kevin Crall, Ms. Christine Estle, Mr. Jerry Kirkpatrick, Ms. Katie Nichols, Mr. Riley Sheetz, Mr. Alan Wilson, and Ms. Lori Yates.

Zoom/Phone: Mr. Richard J. Gaumer

Members absent: Ms. Beth Danowsky

Approval of Agenda

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

Approval of Minutes

The minutes of the May 13, 2024, Regular Board meeting were reviewed.

Motion

It was moved by Mr. Wilson and seconded by Mr. Sheetz to approve the minutes from the May 13, 2024, Regular Board meeting. The motion carried unanimously.

Public Hearing on the proposed contract documents (plans, specifications, form of contract, and estimated cost) for the Indian Hills Centerville Campus Multi-Purpose building roof replacement Bid Package.

Ms. Nichols asked for a motion to open the public hearing on the proposed contract documents, (plans, specifications, form of contract, and estimated cost) for the Indian Hills Centerville Campus Multi-Purpose building roof replacement Bid Package.

Motion

It was moved by Ms. Estle and seconded by Mr. Crall to open the public hearing.

Ms. Nichols asked Ms. Shelle 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 Indian Hills Centerville Campus Multi-Purpose building roof replacement Bid Package. She stated "no." Ms. Nichols asked if there were any oral objections or comments. There were no comments or discussion, so she asked for a motion and second to close the public hearing.

Motion

It was moved by Mr. Kirkpatrick and seconded by Ms. Yates to close the public hearing.

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Ms. Taren Ferguson, Chief Financial Officer, reported that Schaus-Vorhies Contracting Inc. was the low bidder and could do the project within the timeline and budget. Ms. Ferguson recommended approval of the bid package on the proposed contract, documents, (plans, specifications, form of contract, and estimated cost) for the Indian Hills Centerville Campus Multi-Purpose building roof replacement Bid Package.

Motion

It was moved by Ms. Estle and seconded by Mr. Kirkpatrick to approve the bid package on the proposed contract, documents, (plans, specifications, form of contract, and estimated cost) for the Indian Hills Centerville Campus Multi-Purpose building roof replacement.

A roll call vote was taken:

Mr. Richard J. Gaumer	Yes
Mr. Alan Wilson	Yes
Ms. Katie Nichols	Yes
Ms. Christine Estle	Yes
Mr. Riley Sheetz	Yes
Ms. Lori Yates	Yes
Mr. Jerry Kirkpatrick	Yes
Mr. Kevin Crall	Yes

Members absent: Ms. Beth Danowsky

The motion carried unanimously.

Approval of Monthly Claims

Board member Ms. Yates reviewed bills for the month of May on behalf of the board and reported that all questions were answered by appropriate staff members.

Motion

It was moved by Ms. Yates and seconded by Mr. Sheetz to approve the monthly claims for the month of May. The motion carried unanimously.

Financial Report

Ms. Taren Ferguson, Chief Financial Officer, presented the Financial Report.

Revenues were higher by \$1,360,463. Tuition & Fees are up \$621,698 from the previous year due to an increase in course fees (\$185,047) from Aviation Pilot training. Course Fees have been changed to align with the market. There is an increase in resident (\$322,656) and non-resident tuition (\$137,091) through spring term. Credit hours increased compared to last year. State Support was higher by \$426,966 due to State General Aid. Other income was up \$253,261 due to earning higher interest compared to last year at this time (\$239,850), due to larger OEPI submissions (\$143,917), and there has been an increased amount received from Administrating Department of Labor grants (\$44,000).

Expenses are higher by \$172,377. Salaries & fringes were down due to less fringe benefits being elected/paid out (\$105,000). Services were up \$71,103 due to election costs (\$30,000) and custodial/maintenance costs for campus projects (\$78,000). Material and supplies were down \$58,893 due to less costs in software/computer purchases and decreased mileage/travel expenses (\$25,474).

Fund 2 – Levees are performing well. Capital equipment has all been expensed, which is the annual goal, to have expensed by April.

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/s/

Bond Proceeds & Levy Series 2022 and Series 2023 bond information were combined and are on the first page. The second page shows IHCC's ongoing bond expenses and revenues in relation to Bond projects.

Motion

It was moved by Mr. Kirkpatrick and seconded by Mr. Wilson to approve the Financial Report. The motion carried unanimously.

FY23 Write-off Summary

Ms. Taren Ferguson, Chief Financial Officer, stated that the report is two years in arrears, so for FY24 we are looking at FY22 expenses. The report looks dramatically different for several reasons: in FY23 over \$130,000 in CARE's Funding was applied to student's accounts, in FY22 there was a decline in total write-offs due to the college prorating room and board charges, and the State's Offset/Set-off program was on a pause for most of FY24. All of these changes are shown in the increased total write-offs and bad debt recovered. IHCC is still receiving 98% of total tuition and fee revenues, which is in line with what has been seen in the past. IHCC typically receives 97%-99% of total owed tuition and fees revenue.

Motion

It was moved by Ms. Estle and seconded by Mr. Crall to approve the Bad Debt Write Off. The motion carried unanimously.

IHCC Board Annual Art Award

Ms. Nichols introduced Ms. Lisa Fritz, Professor, Art. Ms. Fritz introduced Ms. Alita J. Bossier and Ms. Erin O. Eddy. Dr. Thompson asked Ms. Bossier and Ms. Eddy to talk about their art pieces.

Ms. Eddy just graduated from IHCC and would like to continue her artwork. She was an English major at Indian Hills Community College. She wanted to paint fruits and test her skills and she didn't want all fruit on the canvas so in the corners she added a grout mix made out of sand and some tiles. She took an old canvas, painted fruit on the canvas, and then ripped the canvas off the frame and hand sewed it. She secured the needle with the thread and the needle is in the canvas.

Ms. Bossier explained that her art was based on an antique photograph. She wanted to try using colored pencils with pencil and blend them together, which shows gray tones. Ms. Bossier also graduated and has not decided on future plans.

Ms. Nichols presented Ms. Eddy and Ms. Bossier with a \$200 monetary gift from IHCC's Board of Trustees and Dr. Thompson, President.

Ms. Fritz stated that both students have been great in every aspect of the classroom and Ms. Eddy and Ms. Bossier are both very talented students. These two pieces will be added to the IHCC art collection.

Personnel Report

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

Motion

It was moved by Mr. Sheetz and seconded by Ms. Yates to approve the Personnel Report. The motion carried unanimously.

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YK

President of the College

A. Facilities Report

Dr. Matt Thompson, President reported that Dr. Brett Monaghan has accepted a new position, outside of IHCC. IHCC will be losing a tremendous leader, but it is a great opportunity for Dr. Monaghan.

Dr. Brett Monaghan, Vice President, Student Development & Operations reported that he accepted a new position as Vice President at the NJCAA. He will be working from home for the next three years, when his youngest child graduates, and then he and Sadie will move to Charlotte, North Carolina. Dr. Monaghan's last day at IHCC is Wednesday, July 3, 2024 and he will begin his new job on Monday, July 8, 2024. He stated that he has worked at IHCC for 12 years and it has been incredible.

Centerville - Demolition of the remaining buildings will be completed this week. Approximately 75% of the grading has been completed and fire testing inspections are this week. A piece of the new elevator was damaged so there isn't an elevator to move items upstairs and downstairs. The new piece has been delivered and the elevator will be completed by the end of June. Punch lists are scheduled for Tuesday, June 18, 2024 and Wednesday, June 19, 2024.

Performing and Visual Arts – this week contractors will be finishing the floors and restrooms. A lot of concrete has been poured outside the PVA main entrance. This should be completed by the end of the week. Curtain wall will be installed and furniture will begin to be installed. This project should be completed in July.

Keokuk/Mahaska Residence Hall - window ledges are being replaced and will be completed this week. New furniture and flooring is also being installed. Wapello Hall is getting new furniture.

Mr. Alan Wilson Presentation

Mr. Alan Wilson presented an estate check (Mr. David Eckles) to Indian Hills Community College and the Board of Trustees for \$759,438.81. Dr. Matt Thompson accepted the check on behalf of the college and thanked Mr. Wilson for his hard work. Board members also thanked Mr. Wilson.

Closed Session Pursuant to Iowa Code Section 21.5(1)(c)

Dr. Thompson asked for a closed session pursuant to Iowa Code Section 21.5(1)(c).

Motion


It was moved by Mr. Sheetz and seconded by Ms. Estle to go into closed session pursuant to Iowa Code Section 21.5(1)(c).

A roll call vote was taken:

Mr. Richard J. Gaumer	Yes
Ms. Christine Estle	Yes
Ms. Katie Nichols	Yes
Mr. Kevin Crall	Yes
Mr. Riley Sheetz	Yes
Ms. Lori Yates	Yes
Mr. Jerry Kirkpatrick	Yes
Mr. Alan Wilson	Yes

Members absent: Ms. Beth Danowsky

The motion carried unanimously.

RG


Board Meeting Recessed for Closed Session

Regular board meeting recessed at 4:55 p.m. to go into closed session.
Board meeting reconvened at 5:39 p.m.

Closing Comments

Dr. Thompson thank board members for all they do for Indian Hills Community College.

Dr. Thompson reported that IHCC has received a \$1,000,000 grant for a skid pad at the North Campus. IHCC partners with the Department of Transportation for testing purposes.

Dr. Thompson asked board members to let Ms. Harvey know if you will be attending the 2024 Summer Trustee Conference on July 10-11, 2024. This conference is at Kirkwood Community College in Waterloo, Iowa. Ms. Harvey will be registering board members this week.

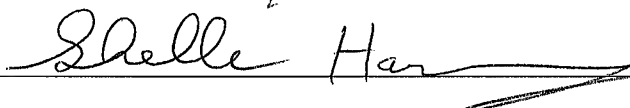
Dr. Thompson reported that with Dr. Monaghan's departure his job description will be revised. This will no longer be a Vice President position. A full-time Athletics Director will be hired, Mr. Cory Lamb will have oversight of the facilities team and projects, and Ms. Taren Ferguson will oversee Student Development.

Adjournment

Board member Mr. Crall moved that the meeting be adjourned. Hearing no objections, Ms. Nichols adjourned the meeting at 5:43 p.m.



BOARD PRESIDENT



BOARD SECRETARY