



MINUTES OF THE BOARD OF TRUSTEES
INDIAN HILLS COMMUNITY COLLEGE

August 13, 2018

The regular Board of Trustees meeting for Indian Hills Community College was held on August 13, 2018, in the Board Room on the Main Campus, Indian Hills Community College, Ottumwa, Iowa. Board President John Pothoven called the meeting to order at 4:00 p.m.

Roll Call

Members present: Nellie M. Coltrain, Beth Danowsky, Richard J. Gaumer, Tom Keck, Jerry Kirkpatrick, George E. Manning, John Pothoven, and Alan Wilson.

Members absent: Lori Schaefer-Weaton.

Minutes

The minutes of the July 9, 2018 Regular Board Meeting were reviewed.

Motion

It was moved by Nellie M. Coltrain and seconded by Richard J. Gaumer to approve minutes of the July 9, 2018 Regular Board Meeting. The motion carried.

Old Business

None.

Written Communications

None.

Approval of Monthly Claims

Board member George E. Manning reviewed the list of bills on behalf of the board and reported that all questions were answered by appropriate staff members.

Motion

It was moved by George E. Manning and seconded by Alan Wilson to approve the bills list for the month of July 2018. The motion carried.

FY18 Receipts and Disbursements Summary

Bill Meck, Treasurer/CFO, presented the Summary of Receipts and Disbursements for the period July 1, 2017 to June 30, 2018. This was published in the Plainsman-Clarion newspaper, Richland, Iowa and will go out with our publication of salaries and payroll information. It is a summary by fund with the total indicated at the bottom. Shelle Harvey certifies this document to be correct.

FY18 Investment Report

Bill Meck, Treasurer/CFO, presented the FY18 Investment Report. This report is laid out by fund: General Fund, Auxiliary Fund, Plant Fund and Endowment Fund. Total Invested Funds on June 30, 2018 was \$21,439,073. Rates went up

quicker than anticipated. We have had a nice gain on our investment income returns.

Motion

It was moved by Tom Keck and seconded by Nellie M. Coltrain to approve the 2018 Investment Report.

IACCT Report

Richard J. Gaumer reported that the annual IACCT board meeting was held in Mason City at the annual IACCT Conference. Rich thanked board members for the support he received in the past year and to be honored with the John P. Kibbie award. One of the legislative priorities is if revenues for the state go up, college General Aid should be raised by the same percentage. So, Rich encouraged board members that if they see legislators to please bring this to their attention. This is election time, so when candidates knock on your door, please talk to them.

Rich mentioned that NIACC gives an endowment payment to concurrent enrolled students, which is substantial. He mentioned that IHCC is giving a scholarship to students who have been concurrent credit students with us, as well.

Rich handed out the FY2018 Annual Report and this has the Iowa Association of Community College Trustees FY2019 Board of Trustees listed.

Series 2018-2 Industrial New Jobs Training Certificate

Not to Exceed \$2,000,000 Industrial New Jobs Training Certificates, Series 2018-2

- 1) Receipt of Bids
Larry P. Burger, Vice President, Speer Financial, Inc. spoke about bids that were received for the \$2,000,000 Taxable Industrial New Jobs Training Certificates. Mr. Burger recommended that the Certificates be awarded to BOK Financial Securities, Inc., Milwaukee, Wisconsin with a true interest rate of 3.3315% (Attached)
- 2) Resolution instituting proceedings to take additional action was presented.

Motion

It was moved by Jerry Kirkpatrick and seconded by Beth Danowsky to approve the Resolution instituting proceedings to take additional action.

A roll call vote was taken:

Nellie M. Coltrain	Yes
George E. Manning	Yes
Beth Danowsky	Yes
John Pothoven	Yes
Alan Wilson	Yes
Jerry Kirkpatrick	Yes
Tom Keck	Yes
Richard J. Gaumer	Yes

Members absent: Lori Schaefer-Weaton.

The motion carried.

JP
160**\$2,000,000 Industrial new Jobs Training Certificates, Series 2018-2**

- 1) Resolution Directing the Sale and Delivery of \$2,000,000 Industrial New Jobs Training Certificates was presented.

Motion

It was moved by Tom Keck and seconded by Nellie M. Coltrain to approve the Resolution Directing the Sale and Delivery of \$2,000,000 Industrial New Jobs Training Certificates.

A roll call vote was taken:

Nellie M. Coltrain	Yes
George E. Manning	Yes
Beth Danowsky	Yes
John Pothoven	Yes
Alan Wilson	Yes
Jerry Kirkpatrick	Yes
Tom Keck	Yes
Richard J. Gaumer	Yes

Members absent: Lori Schaefer-Weaton.

The motion carried.

- 2) Approval of Continuing Disclosure Certificate.

Motion

It was moved by Jerry Kirkpatrick and seconded by Beth Danowsky for approval of Continuing Disclosure Certificate.

A roll call vote was taken:

Nellie M. Coltrain	Yes
George E. Manning	Yes
Beth Danowsky	Yes
John Pothoven	Yes
Alan Wilson	Yes
Jerry Kirkpatrick	Yes
Tom Keck	Yes
Richard J. Gaumer	Yes

Members absent: Lori Schaefer-Weaton.

The motion carried.

- 3) Resolution Authorizing the Issuance of \$2,000,000 Industrial New Jobs Training Certificates, Series 2018-2, and Providing for the Securing of such Certificates for the Purpose of Carrying Out an Industrial New Jobs Training Program Project Designated as the 2018-2 Project.

Motion

It was moved by Nellie M. Coltrain and seconded by Richard J. Gaumer to approve the Resolution Authorizing the Issuance of \$2,000,000 Industrial New Jobs Training Certificates, Series 2018-2, and Providing for the Securing of such Certificates for the Purpose of Carrying Out an Industrial New Jobs Training Program Project Designated as the 2018-2 Project.

A roll call vote was taken:

Nellie M. Coltrain	Yes
George E. Manning	Yes
Beth Danowsky	Yes
John Pothoven	Yes
Alan Wilson	Yes
Jerry Kirkpatrick	Yes
Tom Keck	Yes
Richard J. Gaumer	Yes

Members absent: Lori Schaefer-Weaton.

The motion carried.

Personnel Report

Kristen Parks, Director, Human Resources, presented the Personnel Report.

Motion

It was moved by George E. Manning and seconded by Richard J. Gaumer to approve the Personnel Report. The motion carried. The Personnel Report is made a part of these minutes.

New Business

None.

President of the College

A. Facilities Report

Dr. Marlene Sprouse and Bill Meck presented the facilities report. There is new concrete around campus including two entryways. The floor in the Tom Arnold Net Center has been replaced. There is still some metal in the building that will be replaced with a Glass Board. New lighting has been installed at Warrior Junction and a couple of rooms in the ATC have had new carpet and lighting. The Arts and Sciences Testing Lab has new carpet as well as updates being completed at the Centerville Campus.

The North Campus Project-a progress meeting was held a week ago and unfortunately the precast has been delayed another month. Precast delivery is not expected until September 4, 2018. The May completion date will be moved to June.

Our Centerville Construction Technology Program and two Academies will be building homes in the next year. This is very important in the 10-county area. Ground was broken last week for the Ottumwa High School Academy home and a contract was signed with the Centerville Housing Authority. Marlene and Matt will travel to Chariton on Tuesday to visit with the new Superintendent. A new academy will begin there this fall.

Bill reported that planning has begun on three additional projects. The architect will be on campus Wednesday and there will be a discussion about Food Service, a new Sim Lab in the Rosenman building, and a restroom remodel in Trustee Hall.



B. Annual Non-Discrimination Policy Revision

Dr. Matt Thompson presented the revised Annual Non Discrimination Policy. Former Executive Dean, Student Services Chris Bowser's name has been removed from the document as well as the Therapeutic Massage Program. This program has been discontinued due to low enrollment. The Department of Education has recommended removing names from the document and putting generic emails.

Motion

It was moved by Richard J. Gaumer and seconded by Beth Danowsky to approve revisions made to the Annual Non Discrimination Statement. The motion carried.

C. Quality Initiative Update: Mandatory Advising Sessions

Dr. Thompson introduced Joni Kelley, Interim Dean, Enrollment Services, McKenzie Baum, Registrar and Academic Advising, and Ashleigh Tierney, Academic/Career Advisor. Peyton Crosser, Assistant Coach, Volleyball/Academic Advisor and Noah Eklund, Academic/Career Advisor, are also on this team, but were unable to attend tonight. These employees talked about the *Life. Changing.* Checklist for students, the Student Policy Handbook, etc. Board members also received a packet that students receive. (PowerPoint attached).

D. Special Report: Marketing Update

Dr. Bianca Myers, Director, Marketing & Community Relations, introduced Kelsey Faybik, Becca Boshart, Kevin Pink, and Bryan Stewart. Jill Roberts and John Howard are part of the team and both work in printing. Bianca reported on the Marketing Department – By the Numbers. She presented a PowerPoint about her area (attached).

Closing Remarks

Dr. Sprouse reminded board members that Staff Day is August 30th and begins at 1:00 p.m. She reported that this is Joe Starcevich's last board meeting and IHCC appreciates everything he has done over the years. Jennifer Sabourin has resigned her position and will be taking a position at Penn State, Altoona, as the Director, Student Conduct. Marlene's list of Involvement/Visits in Communities is in the packet.

Dr. Sprouse has received board resignations from Lori Schaefer-Weaton and George E. Manning. New members will be appointed next board meeting.

Adjournment

Board member Nellie M. Coltrain moved that the meeting be adjourned. Hearing no objections, Board President John Pothoven adjourned the meeting at 5:44 p.m.


BOARD PRESIDENT


BOARD SECRETARY