

MINUTES OF THE BOARD OF TRUSTEES  
INDIAN HILLS COMMUNITY COLLEGE

February 13, 2017

The regular Board of Trustees meeting for Indian Hills Community College was held on February 13, 2017, in the Board Room on the Main Campus, Indian Hills Community College, Ottumwa, Iowa. Board Vice President Tom Keck called the meeting to order at 4:00 p.m.

**Roll Call**

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

Members absent: John Pothoven.

**Minutes**

The minutes of the January 9, 2017, regular board meeting were reviewed.

**Motion**

It was moved by Richard J. Gaumer and seconded by Beth Danowsky to approve minutes of the January, 2017, regular board meeting. The motion carried.

**Old Business**

None.

**Written Communications**

None.

**Approval of Monthly Claims**

Board member Judith A. Cox 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 Judith A. Cox and seconded by Jerry Kirkpatrick to approve the bills list for the month of January, 2017. The motion carried.

**Financial Report**

Bill Meck, Treasurer/CFO, reported that the financials are similar to last month. Tuition and Fees: at the end of January we have approximately \$926,000 less activity for Coast Flight. Tuition and Fees without Coast Flight are down \$595,000 from a year-ago at this time. Local support is up, State support is up and Federal support is similar to one year ago. For the rest of this fiscal year state aid will be adjusted by a reduction of \$218,700. Other Income is up \$49,386. Our total revenue is down \$401,000. Expenditures: Salary and Fringes are up \$450,705, Services are down \$8,500, Materials and Supplies are down \$160,490 and Other Current Expenses are down \$45,435 compared to one year ago. This results in a net increase in expenditures of \$236,000. Net result is \$5,102,653 and Revenue over Expense is approximately \$638,000 off from a year-ago at this time. We will still balance.

**Motion**

It was moved by Richard J. Gaumer and seconded by Beth Danowsky to approve the Financial Report. The motion carried.

**Fiscal Year 2018 Certified Budget**

Bill Meck, Treasurer/CFO, reported that each board member has a document that represents the entirety of the certified budget for the up-coming fiscal year. Bill summarized the Certified Budget. The levy is increasing 1.7% from .943 to .959. This year's spending authority is going up to \$61.75 million. The increase is due to switching from a fully funded insurance plan to a self-funded insurance plan and the possibility of looking at a building project for next year. Valuations have increased 3.62%, moving from \$5.441 billion to \$5.646 billion.

The first page is the actual Notice of Public Hearing. This document will be put in various publications in our service area. The summary columns show General Funds, which is fund numbers 1 and 2 and the Plant Fund is identified. The levy rate is captured in the lower right hand corner which totals .95947.

The second page is the Adopted Budget which re-verifies the actual budget.

The third page contains the certification of taxes and shows tax levies adopted and property taxes levied. This page shows the actual break down between our levies, equipment, tort, unemployment, retirement, and insurance levies.

The next page is the fiscal year 2018 estimate for the general fund and the restricted general fund. Next is the re-estimation of the current year activity. This document is to check and make sure that the college has enough spending authority for the remainder of the year. It also helps to estimate carryover balances coming into 2018. The final page is the valuation comparison for Indian Hills Community College and a summary. This document compares all counties and is just for FYI purposes.

Bill requested approval for the FY2018 Certified Budget for publication and to establish the March 13, 2017 regular board meeting for the purpose of the public hearing and certification.

**Motion**

It was moved by Nellie M. Coltrain and seconded by Jerry Kirkpatrick to approve the FY2018 Certified Budget for publication and to establish the March 13, 2017 regular board meeting for the purpose of the public hearing and certification.

A roll call vote was taken:

Judith A. Cox	Yes
Richard J. Gaumer	Yes
Tom Keck	Yes
Nellie M. Coltrain	Yes
George E. Manning	Yes
Jerry Kirkpatrick	Yes
Beth Danowsky	Yes

Alan Wilson            Yes  
 Members absent: John Pothoven.  
 The motion carried with 8 ayes, 0 nays.

### **IACCT Report**

Richard J. Gaumer reported that a discussion took place at the regular IACCT meeting about the Governor's recommendation of reduction in revenues and the efforts that were made to reduce the recommendation. The reduction was lowered. Community Colleges did not get cut as much as the Regents. There is significant support for community colleges from the House of Representatives. This is encouraging, because there has been a lot of effort and work. 500-600 letters of support from businesses were sent throughout the state to Legislators.

A PowerPoint was presented to IACCT by a woman who is very instrumental in promoting a survey of business needs called Synchronist. These surveys are usually distributed to the community by economic development staff.

The Annual Condition of Community Colleges was handed out at the IACCT regular meeting. This document will be on the DE website.

Rich handed out the Executive Summary which assesses the impact of Iowa's Community College's on the state economy and the benefits generated by the colleges from students, taxpayers, and society. The results of this study show that Iowa's Community Colleges create a positive net impact on the state economy and generate a positive return on investment.

Community College Day on the Hill is February 28, 2017. Every community college will have a booth with information about their college and a program or two to highlight. Legislators will be served dessert. Please attend if you are available.

Martha Wick, Associate Dean, Governmental Affairs, explained where the IHCC table and programs will be displayed. IHCC students will be presenting the Robotics and Bioprocessing programs.

Phi Theta Kappa Induction will be held in Des Moines on March 1, 2017. Please let Shelle know if you will be attending.

### **Personnel Report**

Ms. Bonnie Campbell, Human Resources Director, presented the Personnel Report.

### **Motion**

It was moved by George E. Manning and seconded by Judith A. Cox 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

Bill Meck, Treasurer/CFO, reported that the two primary projects are ongoing at this time. The ATC Lab remodel is on schedule. The Centerville dormitory project is also on schedule. The dorms are still on schedule to open fall term. Routine items are continuing to be dealt with, but overall everything is going well.

### B. Resolution for Continuation of Plant Fund Levy

Dr. Marlene Sprouse, President, reported that on May 22, 2015, the Iowa General Assembly signed into law SF 486 which "permits the board of directors of a community college to adopt a resolution at any time before the end of the most recently authorized period of time for imposing the Plant Fund Levy, to continue to impose the Plant Fund Levy each year for an additional period not to exceed ten years at a rate not to exceed the maximum amount approved at election, provided the Plant Fund Levy (i) has been approved at two consecutive elections; and (ii) has been imposed for a period of at least twenty consecutive years."

It is time for Indian Hills Community College to approve the resolution. Dr. Marlene Sprouse asked for approval of the resolution for continuation of this Plant Fund Levy.

### Motion

It was moved by Alan Wilson and seconded by Richard J. Gaumer to approve the resolution for continuation of the Plant Fund Levy.

A roll call vote was taken:

Judith A. Cox	Yes
Richard J. Gaumer	Yes
Tom Keck	Yes
Nellie M. Coltrain	Yes
George E. Manning	Yes
Jerry Kirkpatrick	Yes
Beth Danowsky	Yes
Alan Wilson	Yes

Members absent: John Pothoven.

The motion carried with 8 ayes, 0 nays.

### C. State Funding Update & Discussion

Dr. Marlene Sprouse, President, explained the rescinded amount of money that community colleges will lose is 3 million dollars instead of the original 8.7 million for the current year budget. That will impact Indian Hills Community College by \$218,700. Dr. Sprouse thanked board members for their part in helping to reduce the loss of funds. The Governor's original proposal was a loss for 2-years, but 2018 and 2019 were not acted on. March is when the appropriation decisions will be made.

**D. Approval of the 2021-2022 School Calendar**

Dr. Matt Thompson, Vice President of Academic Affairs and Institutional Research presented the 2021-2022 Indian Hills Community College's school calendar for approval.

**Motion**

It was moved by Jerry Kirkpatrick and seconded by George E. Manning to approve the 2021-2022 Indian Hills Community College's school calendar. The motion carried.

**E. Special Report: Dental Programs Update**

Dr. Jill Budde, Executive Dean, introduced Carol Sexton-White, Program Director, Dental Assisting and Jody Williams, Program Director, Dental Hygiene. These ladies reported on the Dental Assisting and Dental Hygiene programs and presented a PowerPoint. (Attached)

**F. Winter Graduation**

Winter graduation is Thursday, February 21, 2017. Rich Gaumer has agreed to do the welcome.

**G. School Board Appreciation Dinner**

The School Board Appreciation Dinner is Wednesday, March 8, 2017. Social Hour begins at 6:00 p.m. with Dinner to follow at 6:30 p.m.

**Closing Remarks**

This weekend is the Athletic Hall of Fame. There is a reception in Centerville on Friday evening and induction and reception ceremony on Saturday evening. The inductees are: Deb (Baetsle) Sullivan, Softball, Kelly Conrad, Athletic Director, Dave Froelich, Baseball, Dwight Hardy, Basketball, Beth Karabensh, Softball, Mitch Knox, Baseball and Jennifer Sabourin, Softball.

**Adjournment**

Board member Nellie M Coltrain moved that the meeting be adjourned. Hearing no objections, Board Vice President Tom Keck adjourned the meeting at 5:37 p.m.



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BOARD PRESIDENT



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BOARD SECRETARY