

MINUTES OF THE BOARD OF TRUSTEES

INDIAN HILLS COMMUNITY COLLEGE

JANUARY 13, 2014

The regular Board of Trustees meeting for Indian Hills Community College was held on January 13, 2014, in the Board Room on the Main Campus, Indian Hills Community College, Ottumwa, Iowa. Board President John Pothoven called the meeting to order at 4:01 p.m.

**Roll Call**

Members present: Judith A. Cox, Richard J. Gaumer, Tom Keck, Kevin M. Kness, George E. Manning, and John Pothoven.

Members absent: Sharon Kline and Richard C Sharp.

**Minutes**

The minutes of the December 9, 2013, regular board meeting were reviewed.

**Motion**

It was moved by Richard J. Gaumer and seconded by Tom Keck to approve minutes of the December 9, 2013, regular board meeting. The motion carried.

**Old Business**

None.

**Written Communications**

None.

**FY2013 Audit Presentation by Office of Auditor of State**

Michelle B. Meyer, CPA State of Iowa, reported that the IHCC audit resulted in an unmodified opinion and the statements presented contained no concerns or reportable findings.

Ms. Meyer presented various graphs highlighting numerous aspects of IHCC FY13 operations. Included were:

- Comparative Credit Hours
- Comparative Revenues by Source
- Governmental Revenue Trends
- Comparative Operating Expenditures by Function
- 2012 and 2013 Education and Support
- Comparative Current Funds Expenditures by Object
- 2012 and 2013 Current Funds Expenditures by Object



Ms. Meyer reported a significant upcoming change that will impact IHCC financials for FY15 is GASB 68, which deals with pension and financial reporting. This ruling identifies IPERS as an unfunded liability of which IHCC will have to calculate and record its share of this liability.

Richard J. Gaumer questioned Ms. Meyer regarding IHCCs level of insurance coverage related to employee bonding. Ms. Meyer indicated that auditors look at this coverage every year and believes IHCC is appropriately insured.

Bill Meck stated that IHCC staff worked very hard during the fiscal year and during the audit process to insure the best audit possible.

### **Motion**

It was moved by Judith A Cox and seconded by Tom Keck to accept the FY13 Audit Report. The motion carried.

### **Financial Report**

Treasurer Bill Meck presented the FY14 working budget and fiscal year to date financial summary. Richard J. Gaumer asked "if Bill still thought the expenses are over revenue." Bill stated that Administrators are working very hard to balance the budget and adjustments are being made because of the decline in enrollment. Richard J. Gaumer questioned that from time-to-time College's change auditing firms, and we are the only community college using the State Auditor's Office. Dr. Sprouse and Bill Meck stated that reasons vary among community colleges about which auditors to use and when to change auditing firms. Two possible reasons are the cost and wanting local auditors.

### **Motion**

It was moved by Kevin M. Kness and seconded by Tom Keck to accept the Financial Report. The motion carried.

### **Approval of Monthly Claims**

Board member John Pothoven reviewed the list of bills on behalf of the board and reported that all questions he had were answered by appropriate staff members.

### **Motion**

It was moved by Tom Keck and seconded by Richard J. Gaumer to approve the bills' list for the month of January. The motion carried.

### **IACCT Report**

Board member Richard J. Gaumer stated that there has not been an IACCT meeting since the last IHCC Trustees meeting. But, Mr. Gaumer reported that, at the March IACCT conference/meeting one thing the

trustees will do is go to the Hill and meet with Legislators. Martha Wick suggested that as many Board Members as possible should go for support.

There will also be an awards program for which IHCC has nominations and he stated "it would be nice to have Indian Hills Community College representation in case a nominee should win."

### **Appointment of Board Member, District #1**

Due to the resignation of Robert L. Pitsch, Vice President of the Indian Hills Community College Board of Trustees, representing District #1, Board President John Pothoven recommended the board appoint Beth Danowsky to fill the District #1 vacancy. Ms. Danowsky has background in economic and community development and has great political contacts. She would provide good representation.

### **MOTION**

It was moved by Richard J. Gaumer and seconded by Judith A. Cox that Ms. Danowsky be nominated to fill the vacancy in District#1 effective February 1, 2014.

A roll call vote was taken:

Judith A. Cox	Yes
Richard J. Gaumer	Yes
Tom Keck	Yes
Kevin M. Kness	Yes
George E. Manning	Yes
John Pothoven	Yes

Members absent:

Sharon Kline  
Richard C. Sharp

The motion carried with 6 ayes, 0 nays.



Board Secretary Shelle Harvey will administer the oath of office to Ms. Danowsky at the February 10, 2014, regular Board of Trustees meeting.

### **Bid Results and Recommendations for the Morgan Cline School of Sustainable Agriculture**

Dr. Marlene Sprouse reported that the second bid opening for the Morgan E. Cline School of Sustainable Agriculture Project was held on January 9, 2014. After removing one portion of the project from this set of specifications, the base bid amount was \$481,000.00. FRK architects recommended awarding the bid to Larson Construction Co. Inc. This is within the amount of the Morgan E. Cline gift. Dr. Sprouse asked the Board of Trustees to consider a motion to approve this proposal.

### **Motion**

It was moved by George E. Manning and seconded by Richard J. Gaumer to award the contract for the Morgan Cline School of Sustainable

Agriculture Project to Larson Construction Co. Inc. The motion carried with 6 ayes, 0 nays.

### **Bid Results and Recommendation for the Hellyer Student Life Center Entry Project**

Dr. Marlene Sprouse reported that the second bid opening for the Hellyer Student Life Center Entry Addition Project was held January 9, 2014. The low base bid amount received for this project was \$260,038.00. FRK architects recommended awarding the bid to Christner Contracting Inc. Dr. Sprouse asked the Board of Trustees to consider a motion to approve this proposal.

### **Motion**

It was moved by Richard J. Gaumer and seconded by Judith A Cox to award the contract for the Student Life Center Entry Addition Project to Christner Contracting Inc. The motion carried with 6 ayes, 0 nays.

### **Personnel Report**

Ms. Bonnie Campbell, Human Resources Director, presented the Personnel Report. She reported that Indian Hills Community College is not hiring all vacant positions. Decisions are based on the vacancy and what is best for our students. The Coordinator, Business Incubation and Entrepreneurial Initiatives position was filled but is paid with a Federal Grant and the college also hired an Engineering Instructor for STEM.

### **Motion**

It was moved by Judith A. Cox and seconded by Kevin M. Kness to approve the personnel report. The motion carried. The personnel report is made a part of these minutes.

### **New Business**

Dr. Sprouse asked Board Members if they would like to receive Board material through email, Novus Agenda, or both and if they would please let Shelle know. She also asked them to look at a list Shelle has and make sure she has their most current address, email, and phone numbers.

Dr. Sprouse also reminded Board Members that the National Legislative Summit is in Washington, D.C on February 10-13, 2014. She asked if any members were interested in attending. Board Members decided not to attend this year.

Dr. Sprouse announced that Winter Graduation is February 18, 2014. John Pothoven is unable to attend and give the welcome. Richard J. Gaumer is attending and will give the welcome.

### Planning and Building Report

Rick Fosdyck reported that work is still continuing on the Business Incubation and Entrepreneurial Initiatives building but pouring concrete will depend on weather conditions.

Rick Fosdyck reported that the remodel of the President's house is ongoing but coming along very well.

Rick Fosdyck reported that on December 14, 2013 Security was checking buildings and discovered a cap had come off of a water pipe and was flooding the Child Development Center. Rick called Dr. Sprouse, Bill Meck and LJ Roth (water remediation). The daycare operation was moved to the Ottumwa Regional Health Center Child Development Center building. Repairs, carpet, and painting is finished and the child development operation moved back on campus January 6, 2014. Rick thanked his crew and everyone who helped stream line this process.

Dr. Sprouse reported on Uniform Policy on Residency. She stated that the Department of Education would like all community colleges to charge veterans and current men and women in the military in-state-tuition. This would include: veterans, active military men and women, husbands/wives, and children.

Richard J. Gaumer stated that the Governor's focus is to get people to come to Iowa and to make it as seamless as possible starting with veterans. The Governor is offering incentives for people to move to Iowa.

### Home Base Iowa

Mick Lawson, Regional Director of IowaWORKS introduced Linda Rouse, Regional Manager, Region 15, IowaWORKS to talk a little about what Home Base Iowa is doing to encourage veterans to come to Iowa. Linda reported that trying to get more people to move to Iowa is aggressive and challenging but Iowa needs people because we don't have enough to fill job vacancies. Employers want people who will come to work on-time and on a daily basis. Linda reported that 500,000 people are affected by sequestration and 7,000 Iowans are on active duty. A very challenging part is trying to get people to move to Iowa because Iowa does not offer very good veteran benefits. Linda reported that most military people have some college credits but the only program that transfers across is Commercial Trucking Driving. She has submitted a 3 page letter asking for increases in benefits for Iowa military men and women. The National Governors Association Grant makes all colleges aware that all military men and women should receive certification stating credits received for service.

Dr. Sprouse sits on a committee to create pathways for veterans.

ADJOURNMENT

Board member Tom Keck moved that the meeting be adjourned. Hearing no objections, Board President John Pothoven adjourned the meeting at 5:07 p.m.

  
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BOARD PRESIDENT

  
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BOARD SECRETARY