

MINUTES OF THE BOARD OF TRUSTEES  
INDIAN HILLS COMMUNITY COLLEGE



June 12, 2017

The regular Board of Trustees meeting for Indian Hills Community College was held on June 12, 2017, in the Library on the Centerville Campus, Indian Hills Community College, Centerville, 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: Judith A. Cox.

**Minutes**

The minutes of the May 8, 2017, regular board meeting were reviewed.

**Motion**

It was moved by Richard J. Gaumer and seconded by Beth Danowsky to approve minutes of the May 8, 2017, regular board meeting. The motion carried.

**Old Business**

None.

**Written Communications**

None.

**Approval of Monthly Claims**

Board member Tom Keck 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 Tom Keck and seconded by Nellie M. Coltrain to approve the bills list for the month of May, 2017. The motion carried.

**Financial Report**

Bill Meck, Treasurer/CFO, reported that this will be the last financial statement for the fiscal year. In August or September numbers will be brought to the board after closing out the fiscal year. Tuition and Fees shows a negative number of 2,123,681. There is a 1.2-million-dollar difference between now and last year with Coast Flight. After adjusting numbers, we are down on Tuition and Fees by \$923,000. Local Support is where it was expected to be, State Support is down \$67,000 and Federal Support is down because of a change in utilization. Other Income is ahead of last year by \$61,452. On the Expenditure side: Salaries and Fringes are up \$327,507, Services are down \$1,299,709, Materials and Supplies are down \$405,355 and Other Current Expenses are down \$26,878. We are still behind where we were a year-ago. The budget will balance, but there will not be as much extra revenue to set aside for special projects.

### Motion

It was moved by Nellie M. Coltrain and seconded by George E. Manning to approve the Financial Report. The motion carried.

### Bad Debt Write Off

Bill Meck, Treasurer/CFO, presented an Accounts Receivable Write-Off Summary. There have been significant improvements from last year. The total being written off is down from \$594,717.54 to \$552,600.59 for a savings of \$42,116.95. Bad Debt that has been recovered is \$216,368.49 and Bad Debt Collection costs were \$43,853.62. Last year the net college write-off was \$426,624.02 and this year the net write-off is \$380,085.72. This is through the end of May.

### Motion

It was moved by Richard J. Gaumer and seconded by Jerry Kirkpatrick to approve the Bad Debt write-off for FY17. The motion carried.

### Facilities Project Plan Development

Bill Meck, Treasurer/CFO, reported that Indian Hills recently asked for an RFP to expand and renovate our existing North Campus facilities to accommodate the Diesel Mechanic and Welding programs. FRK, Invision, OPN, and Struxture were the four firms who responded to the RFP. Based on the information and qualifications presented, along with their growing knowledge of our College and facility plans, Bill recommended and requested approval to contract with OPN Architects for this project. Bill asked the board for authorization to move forward with OPN to do the design work for this project.

### Motion

It was moved by Alan Wilson and seconded by Nellie M. Coltrain to authorize OPN to do design work for the Diesel Mechanic and Welding programs project. The motion carried.

### IHCC Board Annual Art Award

Mark McWhorter introduced Sarah Sanders from Oskaloosa, Iowa. Her pencil drawing "Self Portrait" was picked as the Annual Art Award. Ms. Sanders will be presented with a \$200.00 monetary gift from the members of the IHCC Board of Trustees and Dr. Marlene Sprouse. The committee, consisting of Richard J. Gaumer, Nellie M. Coltrain and Tom Keck selected this winner from the IHCC Student Art Exhibit.

### IACCT Report

Richard J. Gaumer reported that the IACCT Board has not met since our last meeting. He stated that while he is the IACCT Chairman he is going to try to visit all colleges in the state. Questions Rich will be asking Presidents are "What do you think we should be doing?" and "What can IACCT do to become better advocates?"

Rich will be sending out a sheet on fundraisers and is asking trustees to attend one fundraiser this year. His suggestion to board members is to tell legislators that they also are elected officials, thank them for their support and ask them to look at allocations for students. Community Colleges receive less, per student,

than any other Iowa higher education entity. Rich would like for trustees to ask for feedback from legislators at fundraisers.

Rich would like to see lobbying changed. We have a very good team who works hard lobbying on our behalf, but we are spending a lot of money. If all community colleges put forward a consistent, unified approach, when it comes to lobbying, maybe we don't need to spend so much money. Businesses send hundreds of letters to legislators every year and now the Regents are starting to adopt this practice. Also, tell legislators that the 15 community colleges have more students than the Regents.

### **Personnel Report**

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

### **Motion**

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

### **2017-2018 Academic Year Salary/Fringe Benefits Proposal**

Ms. Bonnie Campbell, Human Resources Director, reported on salaries and fringe benefits for 2017-2018. Bill, Marlene and Bonnie met with the Budget Committee and proposed a 1.8% total package increase. The salary increase would be 2.27%, because health insurance costs did not increase. Bonnie showed a PowerPoint of the past 7-years of wages and fringe benefits (attached).

Bonnie asked the board to approve a 1.8% total package increase with wages being 2.27%.

### **Motion**

It was moved by Richard J. Gaumer and seconded by Tom Keck to approve the 2017-2018 Academic Year Salary/Fringe Benefits. The motion carried.

### **New Business**

None.

### **President of the College**

#### **A. Facilities Report**

Dr. Marlene Sprouse, President, reported that the Centerville dorm project is on schedule. The Ottumwa softball field has to have new dugouts because of new NJCAA regulations. Some drainage work will be done as well as some work on the playing surface. A new press box, backstop and scoreboard will also be installed. In Arts and Sciences, a few music rooms are under construction and the library will be remodeled beginning July 1, 2017 and will not be completed until approximately September 30, 2017. There are some small projects in Trustee Hall and Oak Hall and a new commons area will be available for students fall term. Dr. Sprouse reported that the service center building in Keosauqua was shown to potential buyers on Friday evening. The building in Chariton may be utilized in a different way or IHCC will try to sell it also.

## **B. Special Report: Greenhouse Entrepreneurship; Residence Hall Tour**

Joe Starceвич, Dean, Centerville Campus, reported that the baseball team had an outstanding year and ended the season with an over-all record of 40-21. The Falcons won the Regional XI Championship and moved on to the Northern Regional XI where they were beat out by Wabash County. Joe shared players who would be moving on to Division I Universities.

Jacob Stalzer is the Head Coach for our Collegiate Sports Shooting program. Jacob was also an Indian Hills graduate. This program will be in full swing this fall. Jake has helped Martha and Darcy write grants. One grant received was the National Collegiate Sports Shooting Initiative Grant. This grant helped pay for a new trap machine that is voice activated and gun safes to help secure and store the firearms off campus. The Appanoose County Betterment Fund was also awarded to Indian Hills. This grant will help in building a trap house that will benefit the high school program in Centerville and help upgrade the Appanoose County Sports Shooting Club. The Construction Tech. program will construct the trap house to save on expenditures.

Dr. Matt Thompson, Vice President, introduced Tray Lathrop, IHCC graduate, Brydon Kaster and Neric Smith. Tray is leasing the greenhouse from IHCC and 20% of the profits will come back to the college. Tray was in contact with a food packing salsa company, and Tray will be selling Iowa products to this company and also a couple of restaurants in Centerville.

Neric Smith talked about Tray's goals as a student. He had a plan and Neric helped him broaden his scope. Neric also helps Tray with growing vegetables in the greenhouse and advice when needed. T.J. Heller is helping Tray with the business end and Brydon and Neric help with the production end.

Brydon Kaster stated that as an Entrepreneur, Tray will remain in our area and help to grow the economy. Tray was going to go out of state to start his business, but when this opportunity came up he decided to stay in Centerville. This will be a great resource for the Centerville community. Tray was very instrumental in helping Tenco start their Hydroponic greenhouse.

## **Adjournment**

Board member Tom Keck moved that the meeting be adjourned. Hearing no objections, Board President John Pothoven adjourned the meeting at 5:25 p.m.



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BOARD PRESIDENT



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BOARD SECRETARY