

MINUTES OF THE BOARD OF TRUSTEES

INDIAN HILLS COMMUNITY COLLEGE

September 14, 2015

The regular Board of Trustees meeting for Indian Hills Community College was held on September 14, 2015, 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 Coltrain, Judith A. Cox, Beth Danowsky, Richard J. Gaumer, Tom Keck, Jerry L. Kirkpatrick, George E. Manning, John Pothoven and Alan M. Wilson.

Members absent: None.

September 14, 2015 Revised Agenda

Motion

It was moved by Tom Keck and seconded by Richard J. Gaumer to approve the September 14, 2015 agenda as amended. The motion carried.

Minutes

The minutes of the August 10, 2015, regular board meeting were reviewed.

Motion

It was moved by Nellie M. Coltrain and seconded by Alan Wilson to approve minutes of the August 10, 2015 regular board meeting. The motion carried.

Old Business

None.

Written Communications

None.

Approval of Monthly Claims

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

Motion

It was moved by Jerry Kirkpatrick and seconded by George E. Manning to approve the bills list for the month of August, 2015. The motion carried.

Establish October 12, 2015 at 4:00 p.m. as the proposed date, time, and location for a public hearing on the proposed sale of real property.

Bill Meck, Treasurer/CFO, brought a request for a public hearing at the October 12, 2015 board meeting related to the sale of the Sigourney property. A new resolution, attached, reflects an understanding with Jerry Wohler, High Dollar Auction, of our intent to sell the property at auction as opposed to having a sealed bid sale. The auction will be conducted on October 10, 2015, with the hope that on October 12, 2015, we can hold a public hearing to accept any comments or discussion related to that proposed sale. Upon the conclusion of the public hearing we will accept or award the property to the highest bidder.

The current tenants will be moving out on October 1, 2015, they have found a new location in the Sigourney area. We will publish the notice of sale beginning Monday, September 1, 2015 in the Sigourney newspaper.

Motion

It was moved by Richard J. Gaumer and seconded by Beth Danowsky to adopt the new resolution establishing October 12, 2015 at 4:00 p.m. in the Board Room at Indian Hills Community College, 525 Grandview Avenue, Ottumwa, Iowa as the proposed date, time, and location for a public hearing on the proposed sale of real property, owned by Indian Hills Community College, located at 909 East Jackson, Sigourney, Iowa.

A roll call vote was taken:

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

Members absent:
None

The Resolution carried. The Resolution is made a part of these minutes.

Investment Policy and Resolution Naming Depositories and Limits

Bill Meck, Treasurer/CFO, reported that each member has a copy of the Investment Policy and also a copy of the Resolution Naming Depositories and Limits. The Investment Policy shows suggested changes made by Richard J. Gaumer pertaining to section code references. The dates were changed to show 2015 and otherwise no substantive changes to the policy were made. There was a revision to the Depository Resolution. It was

announced over the weekend that Midwest One Bank is selling their Ottumwa location to Peoples State Bank in Albia, Iowa. This change is reflected on the Resolution Naming Depositories and Limits and Indian Hills Community College will now work with the Fairfield, Iowa office of Midwest One when obtaining certificate of deposit bids. Per Rich's suggestion, the Education Liquidity Fund was added as a new potential depository for funds. There are two funds that we have a possibility of using, the Standard Money Market Fund. It is paying 8 basis points compared with the 5 basis points we are getting with ICEJED. The second option is TELF Plus. This is more of a managed fund. Peoples State Bank has also been added to the Resolution. Bill asked for a motion to approve the Investment Policy and the Resolution Naming Depositories and Limits as amended.

Motion

It was moved by Richard J. Gaumer and seconded by Beth Danowsky to adopt the Investment Policy and the Resolution Naming Depositories and Limits as amended. The motion carried.

IACCT Report

Richard J. Gaumer handed board members the Annual Association Audit Report. The Association had a clean audit and as a result of the audit, \$100,000 was moved from the Operating Account into the Sinking Fund Account for the building. There is now approximately \$325,000 in this account to cover repairs that might come up.

Rich then dispersed the Tuition and Fees Report. Indian Hills Community College is ranked in the middle for tuition charged, and we are one of the few schools that charge no fees.

Save the Date cards are available for the IACCT Conference hosted by Northeast Iowa. Northeast Iowa Community College will be hosting the next conference in Des Moines, Iowa at the Embassy Suites. The dates are February 22 and 23, 2016.

Presidents and Vice Presidents of boards will meet in October, led by Larry Ebbers. There is a Leadership Club Webinar on Tuesday, September 15, 2015. October 30, 2015 is a President/Vice President Seminar being held at the IACCT Office. John Pothoven is planning to attend.

Appoint Delegate to ACCT Conference for Voting

Motion

It was moved by George E. Manning and seconded by Nellie M. Coltrain to nominate Richard J. Gaumer as our voting delegate at the ACCT Conference in San Diego.

Personnel Report

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

Motion

It was moved by Tom Keck and seconded by Judith A. Cox to approve the Personnel Report. The motion carried. The Personnel Report is made a part of these minutes.

President of the College

A. Facilities Report

Rick Fosdyck, Director of Maintenance, reported that all concrete has been poured for the Roadway Project and is drivable. By the end of this week all the dirt work should be completed and ready for seeding. The Truck Driving Pad is nearing completion. The first of three phases is beginning on the 3 tiered classrooms at the ATC Building. The first phase of seats will be here September 22, 2015. It will take 2 months to have these classrooms completely finished. Bids are being taken for 4 bathrooms in the ATC. The Arts and Sciences parking lot is scheduled to be resurfaced. The contractor has not notified Rick on the specific date.

B. Enrollment

Dr. Marlene Sprouse, President, stated that we are passed the add period and we just completed the drop period. We are now in the deregistration period. This is when students are removed from classes if they have not attended. On a typical year there may be 150 students removed through deregistration. We are hoping that is less this year. Faculty are reporting that students are attending class. Today, the number was 8.5% up on head count and 7% up on credit hours.

C. Elections

Dr. Sprouse stated that she has not heard much about the election results, but everyone, who should have been on the ballot, was on the ballot. We are waiting for final results from Wapello County. In October we will certify all the elections, swear everyone in as new board members and have elections for officers. October is considered our regular organizational meeting.

D. Governmental Affairs

Martha Wick, Associate Dean, Governmental Affairs, reported that she has copies of Rich's handouts if anyone needs one.

Martha reported that Indian Hills is doing a grassroots letter campaign. She asked for board member's help by supplying her with any business contacts, a name of someone who you think would write a letter for us,

ideas about the letter and if they employ our graduates. The last of the letters will not go out until the end of October so there is time to think about contacts.

Martha is working on meetings beginning mid-October through November for visits with area legislators.

Skywest Conditional Offer of Employment

Dr. Matt Thompson introduced Daniel Terrian, Department Chair and Darren Graham, Chief Flight Instructor.

Daniel stated that one of the reasons Indian Hills Community College entered into an agreement with Coast Flight is because Coast Flight has a relationship with Skywest Airlines that offers pilots a conditional job offer of employment before they even begin the program. That same program is also offered for our students in Ottumwa. We had 8 students and one instructor go through the screening process. All 8 students were offered a conditional letter of employment. One of our instructors, Michael O'Connor, was accepted into the Bridge Program. He is employed with Skywest, earning seniority and benefits.

Daniel stated that after students complete the program they need to move into an instructor position to build up their 1,500 hours, then Skywest will enter them into the Bridge Program and they will work for Skywest.

IACCT Award Nominations

Dr. Sprouse reported that IACCT Award Nominations, for the February conference will be coming due shortly. Some nomination letters were written for the July conference and will be resubmitted for the February conference. Marlene said if board members would like to write a letter to nominate someone that would be fine.

ACCT Conference – San Diego

Board members who are attending the ACCT Conference will find flight material and/or hotel material in their packets. More information pertaining to meetings, dinners and visiting Coast Flight will be distributed in the next couple of weeks.

Closed Session

Dr. Sprouse asked to go into a closed session under the Code of Iowa Chapter 21.5(1)(c).

Motion

It was moved by Richard J. Gaumer and seconded by Alan Wilson to go into closed session at 4:51 p.m. as covered under the Code of Iowa Chapter 21.5(1)(c).

A roll call vote was taken:

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

Members absent:

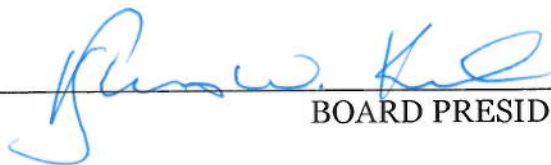
None

The motion carried.

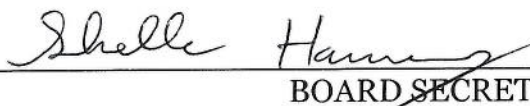
President John Pothoven declared the board back into open session at 5:05 p.m.

Adjournment

Board member Nellie M. Coltrain moved that the meeting be adjourned. Hearing no objections, Board President John Pothoven adjourned the meeting at 5:06 p.m.



BOARD PRESIDENT



BOARD SECRETARY