

MINUTES OF THE BOARD OF TRUSTEES
INDIAN HILLS COMMUNITY COLLEGE

February 10, 2020

The regular Board of Trustees meeting for Indian Hills Community College was held on February 10, 2020, in the Board Room on the Main Campus, Indian Hills Community College, Ottumwa, Iowa. Board President Mr. John Pothoven called the meeting to order at 4:01 p.m.

Roll Call

Members present: Beth Dañowsky, Richard J. Gaumer, Tom Keck, Jerry Kirkpatrick, Katie Nichols, John Pothoven, Amy Webber, and Alan Wilson.

Members absent: Nellie M. Coltrain.

Approval of Agenda

It was moved by Ms. Nichols and seconded by Mr. Kirkpatrick to approve the board agenda. The motion carried.

Minutes

The minutes of the January 13, 2020 Regular Board Meeting were reviewed.

Motion

It was moved by Mr. Gaumer and seconded by Mr. Keck to approve minutes of the January 13, 2020 Regular Board Meeting. The motion carried.

Unfinished Business

None

Public Hearing on the Proposed contract documents (plans, specifications, form of contract, and estimated cost) for the 2020 Main Campus Food Service Renovation Project

President John Pothoven asked for a motion to open the public hearing on the Proposed contract documents (plans, specifications, form of contract, and estimated cost) for the 2020 Main Campus Food Service Project.

Motion

It was moved by Mr. Gaumer and seconded by Mr. Wilson to open the public hearing. The motion carried.

President John Pothoven asked Shelle Harvey if she had received any written objections or protests on the Main Campus Food Service Project. She stated "no." President John Pothoven asked if there were any oral objections or comments. There were no comments or discussion, so he asked for a motion and second to close the public hearing.

Motion

It was moved by Mr. Gaumer and seconded by Mr. Kirkpatrick to close the public hearing. The motion carried.

Approval of Monthly Claims

Board member Ms. Nichols 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 Ms. Nichols and seconded by Mr. Kirkpatrick to approve the bills list for the month of January 2020. The motion carried.

Financial Report

Mr. Michael Lee, Treasurer/CFO, reported Net Revenue is higher than last year due to earlier high school enrollment. Tuition and Fees Revenues are lower by \$168,549. Course fees are down \$200,000 and this is associated with Coast Flight. Local Support is up \$51,253, State Support is up \$233,107 and Other Income line is higher \$284,024, but \$124,000 was due to reclassification. OEPI, reimbursement from insurance, is \$160,000 higher than last year due to timing. Expenditures: Salaries and Fringes are down \$23,606 from one year ago. Services are lower by \$473,351. Materials and Supplies are up \$233,041 and Other Current Expenses are higher \$9,412. Restricted Funds 2 are tracking where expected and Expenses are in line with expectations.

Motion

It was moved by Mr. Gaumer and seconded by Mr. Kirkpatrick to approve the Financial Report. The motion carried.

Fiscal Year 2021 Certified Budget

Mr. Michael Lee, Treasurer/CFO, stated that each board member has a document that represents the certified budget for the up-coming fiscal year. Mr. Lee summarized the Certified Budget. The total proposed levy rate has increased (0.6%) moving from .9934 to .9998. Total proposed spending authority is \$59.6 million, compared to \$60.3 million the prior year. Valuations have increased 5.5%, moving from \$6.231 billion to \$6.571 billion.

The first page is the actual Notice of Public Hearing. This document will be placed in various publications in our service area. The summary columns show General Funds, which are fund numbers 1 and 2 and the Plant Fund is identified. The levy rate is captured in the lower right hand corner, which totals .99980.

The second 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 final page is the valuation comparison for Indian Hills Community College and a summary. This document compares all counties.

Mr. Lee requested approval for the FY2021 Certified Budget for publication and to establish the March 09, 2020 regular board meeting for the purpose of the public hearing and certification.

Motion

It was moved by Mr. Gaumer and seconded by Mr. Wilson to approve the FY2021 Certified Budget for publication and to establish the March 09, 2020 regular board meeting for the purpose of the public hearing and certification.

A roll call vote was taken:

Richard J. Gaumer	Yes
Katie Nichols	Yes
Tom Keck	Yes
Jerry Kirkpatrick	Yes
Beth Danowsky	Yes
John Pothoven	Yes
Alan Wilson	Yes
Amy Webber	Yes

Members absent: Nellie Coltrain.

IACCT Report

Mr. Gaumer reported on the Executive Summary for the Annual Condition of Iowa's Community Colleges. This report contains seven sections to tell a story about programs and services offered by Iowa's 15 community colleges.

- Evolution of Iowa's Community Colleges
- Programs that meet student and workforce needs
- College Admission and Enrollment
- Student success and institutional performance
- College costs and affordability
- Programs that serve local communities
- Systems and Infrastructure

Mr. Gaumer handed out a flyer about the 2020 Community College Day on the Hill. This will be hosted on March 3, 2020 in the State Capitol Rotunda – 1st Floor from 7:00 a.m. to 12:30 p.m.

The ACCT Board met in January. A speaker was invited and talked about Elevate. Elevate is designed to provide educational, support, and career services to students. Mr. Gaumer stated that this is a recruiting tool to get young people into manufacturing and the job market.

Finally, Mr. Gaumer talked about estimated totals for IHCC district students that do not have a high school diploma. The 2020 Priorities' is to provide an additional \$108.00 per student. As more students turn to high demand and very expensive educational/training programs, State General Aid needs to provide the foundational funding to offer these programs.

March 02, Phi Theta Kappa All Iowa Academic Team Banquet
 July 22-24, Annual IACCT Conference in Sioux City, Iowa
 September 30-October 2, 2020 Annual ACCT Congress, Chicago, Illinois

Personnel Report

Mr. Zeke Flick, Director, Human Resources, presented the Personnel Report.

JP

MS

Motion

It was moved by Ms. Nichols and seconded by Mr. Keck 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. Sprouse, President, reported that the Facilities Report will be talked about during the discussion of upcoming facility projects.

B. 2024-2025 School Calendar

Dr. Thompson, Executive Vice President presented the 2024-2025 Indian Hills Community College's Academic calendar for approval.

Motion

It was moved by Mr. Keck and seconded by Mr. Wilson to approve the 2024-2025 Indian Hills Community College's Academic calendar. The motion carried.

C. Special Report: IT Update

Mr. Cory Lamb, Chief Information Officer presented a PowerPoint on IT's Technology Master Plan 2020-2023. This plan is meant to provide a framework for implementation of technology initiatives that directly support the IHCC Mission and Strategic Plan. This plan is intended to provide a guide and focus for prioritization, implementation of technology, and resource allocations. Mr. Lamb also reported on his areas 2018-2019 and 2019-2020 plans. (Attached)

D. Discussion of Upcoming Facility Project

Dr. Sprouse, President and Mr. Lee, Treasurer/CFO introduced guests from OPN Architects. Mr. Lee explained the major projects overview and then presented the Main Campus Food Service, Main Dining Preparation and Service area renovations. The goal is to create a vibrant and comfortable concept to attract students in an area that is more modern and to enhance the kitchen area. Mr. Lee talked about next steps for this area. Pictures were shown of existing area and new area.

Mr. Lee, Treasurer/CFO next explained improvements to the Centerville Campus. This plan includes new locker rooms, an expanded weight and cardio facility, and wrestling practice space. A remodel and new structure should be an attraction to new students. Pictures were shown of existing area and new area.

The next project was the Health Simulation Lab. This renovation will create a state of the art simulation lab, utilizing unused space in the Rosenman building, and provide our region with top of the line health professionals. The new design was shown to the board.

Possible funding sources and costs were then presented to board members. Main Dining Renovations - \$4.2 million, Centerville Campus - \$2.2 million, and Health

Simulation Lab - \$725 thousand. Total cost for the three projects is \$7.125 million. Mr. Lee then showed estimated funding sources. (Attachments)

no

Dr. Sprouse reported that a Dining Hall proposal was introduced at the board retreat. During retreat, there was also discussion of possible use of endowment funds.

An Industrial Maintenance program will be offered on the Centerville Campus. Starting in the fall 2020 East Penn Company (Corydon) has requested this area of study. Several other companies need this program, as well. Grant funding and business and industry donations have been received to install equipment. This will be a restructure of an existing classroom.

Dr. Sprouse reported that there were no action items for board members at this time. Dr. Sprouse asked for support for continued planning of these projects.

Closing Remarks

Dr. Sprouse's list of Involvement/Visits in Communities is on the Board of Trustees Resources page.

Adjournment

Board member Mr. Keck moved that the meeting be adjourned. Hearing no objections Mr. Pothoven adjourned the meeting at 6:36 p.m.

John Pothoven

BOARD PRESIDENT

Shelli H.

BOARD SECRETARY