



## MINUTES OF THE BOARD OF TRUSTEES

### INDIAN HILLS COMMUNITY COLLEGE

January 13, 2020

The regular Board of Trustees meeting for Indian Hills Community College was held on January 13, 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 4:02 p.m.

#### **Roll Call**

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

Members absent: Nellie M. Coltrain and Amy Webber

#### **Approval of Agenda**

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

#### **Minutes**

The minutes of the December 9, 2019 Regular Board Meeting were reviewed.

#### **Motion**

It was moved by Mr. Kirkpatrick and seconded by Ms. Danowsky to approve minutes of the December 9, 2019 Regular Board Meeting. The motion carried.

#### **Unfinished Business**

None

#### **Approval of Monthly Claims**

Board member Ms. Danowsky 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. Danowsky and seconded by Mr. Keck to approve the bills list for the month of December 2019. The motion carried.

#### **Financial Report**

Mr. Michael Lee, Treasurer/CFO, reported Revenue minus Expenses trending behind last year, down about \$171,000. Total Revenue is lower by \$293,125. Tuition and Fees Revenues are lower \$692,818 and \$200,000 is due to course fees associated with Coast Flight. Local Support is up \$48,000 due to property taxes. State Support is up \$200,000. Other Income line is up \$126,471 due to reclassification. Expenditures: Salaries and Fringes are down \$60,083 from one year ago. Services are lower by \$265,032. Materials and Supplies are higher at \$180,460 and Other Current Expenses are up \$13,849. Restricted Funds 2 is tracking slightly ahead of last year and Expenses are in line with expectations.

### Motion

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

### IACCT Report

Mr. Gaumer reported the ACCT Board had not yet met in January. Each person received a handout about the Trustee Leadership Webinar on Wednesday, January 15, 2020. This is a special webinar for new Community College Trustees. Mr. Gaumer also reported on an announcement that the Governor is going to be offering her State of the State Address on Tuesday, January 14, 2019 at 10:00 a.m. This can be streamed. Community colleges need legislators to continue to support our Job Training funds and facilities. One in ten Iowans are affected by community colleges. Mr. Gaumer drew attention to the chart showing Regents Institutions receive \$10,770 per student, Private Colleges receive \$4,589 per student and community colleges receive \$2,501 per student. The Last Dollar Scholarship is a good program. It allows students who might not been able to go to college receive financial help and enroll. The ACCT Board met with the new Speaker of the House, the House Minority Leader, and the Senate Minority Leader. The Presidents met with the Senate Majority Leader and if there is anything that they are unanimous about, it is, they are not going to allow community colleges to raise property taxes. (Attachments)

### Establish February 10, 2020 at 4:00 p.m.in the Indian Hills Community College Board Room as the date, time, and location for a public hearing on the proposed contract documents (plans, specifications, form of contract, and estimated cost) for the 2020 Main Campus Food Service Renovation Project

Mr. Michael Lee, Treasurer/CFO, reported that IHCC is moving forward with the renovation of the Main Campus Dining Hall. This project will remodel and reequip the serving area and kitchen. The project is being designed by OPN Architects and IHCC will use Story Construction as Construction Managers. The project will be bid in phases. Equipment will be bid this month and traditional pieces will be bid in February and brought to the board for approval. A targeted budget has been placed at 4 million dollars and the date for completion is the opening of fall term or August 31, 2020.

### Motion

It was moved by Ms. Nichols and seconded by Ms. Danowsky to establish February 10, 2020 at 4:00 p.m.in the Indian Hills Community College Board Room as the date, time, and location for a public hearing on the proposed contract documents (plans, specifications, form of contract, and estimated cost) for the 2020 Main Campus Food Service Renovation Project The motion carried.

### Personnel Report

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

### Motion

It was moved by Mr. Gaumer and seconded by Ms. Nichols 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**

Mr. Rick Fosdyck, Director, Physical Facilities, reported Thursday evening, January 2, 2020 IHCC had a power outage. It was a bad underground electrical issue. The IHCC crew worked until 11:00 p.m. and they will finish this week. The Hellyer Student Life Center had a new ceiling put in over break and it looks very nice. Eight new lifts were installed for Auto Mechanics and a new door was installed between the two labs.

**B. Conflict of Interest Form**

Dr. Sprouse, President, presented an Indian Hills Community College Board of Trustees Conflict of Interest Disclosure form. She asked that all board members please sign the disclosure form and return to Ms. Harvey.

Winter graduation is February 18, 2020. Trustees were asked to please let Ms. Joni Kelley or Ms. Shelle Harvey know if you will be attending.

Dr. Sprouse sent an email out to each board member about the partnership with IHCC and Ottumwa Community Schools. This is an alternative model and it will go to the Ottumwa School Board Meeting later this same evening, January 13, 2020.

Assigned weeks for the 2020 Community College Day on the Hill are Monday, March 9, 2020 and Monday, March 30, 2020 for IHCC. The Student Legislative Seminar is in Des Moines on Wednesday, January 22, 2020. (Attachment)

**C. Special Report: Human Resources Update**

Mr. Zeke Flick, Director, Human resources presented a PowerPoint on his 19-20 Plans for Excellence. Mr. Flick first reported on goals that have been achieved and goals that have a longer timeline and will move to the new plan. Mr. Flick also discussed and presented new goals for Human Resources. (Attached)

**Closing Remarks**

Dr. Sprouse's list of Involvement/Visits in Communities is on the Board of Trustees Resources page. She showed an exhibit that is taking place in the IHCC Art Gallery. This exhibit started this evening and two artists were in the gallery from 7:00 p.m. until 8:30 p.m.

**Adjournment**

Board member Mr. Gaumer moved that the meeting be adjourned. Hearing no objections Mr. Pothoven adjourned the meeting at 5:02 p.m.

*John Pothoven*

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BOARD PRESIDENT

*Shelle Ha*

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BOARD SECRETARY