



INDIAN HILLS COMMUNITY COLLEGE  
BOARD OF TRUSTEES

November 8, 2021, 4:00 p.m.

Regular Meeting

Perkins Conference Room

Call in Number: 1.312.626.6799 Meeting ID: 950 8335 3625

AGENDA

1. Call Meeting to Order
2. Approval of Agenda
3. Approval of Minutes: October 11, 2021, Regular Board Meeting
4. Unfinished Business
5. Finance Report (**Mr. Michael Lee, Chief Financial Officer**)
  - a. Approval of Monthly Claims
  - b. Financial Report
6. President Board of Trustees
  - a. IACCT Report (**Mr. Rich Gaumer**)
7. Human Resources Reports (**Mr. Zeke Flick, Director, Human Resources**)
  - a. Personnel Report
8. New Business
9. President of the College
  - a. Facilities Report (**Dr. Brett Monaghan, Vice President, Student Development & Operations**)
  - b. Interactive Media Technology (**Ms. Mary Clark, Instructor, Interactive Media Technology**)
10. Adjournment

MINUTES OF THE BOARD OF TRUSTEES  
INDIAN HILLS COMMUNITY COLLEGE

November 8, 2021

The regular Board of Trustees meeting for Indian Hills Community College was held on November 8, 2021, in the Perkins Conference Room on the Main Campus, Indian Hills Community College, Ottumwa, Iowa. Board President Mr. Richard J. Gaumer called the meeting to order at 4:02 p.m.

**Roll Call**

Members present: Ms. Nellie Coltrain, Ms. Beth Danowsky, Mr. Richard J. Gaumer, Mr. Jerry Kirkpatrick, Ms. Katie Nichols, Mr. Riley Sheetz, Mr. Alan Wilson, and Ms. Lori Yates.

Members absent: Ms. Amy Webber.

**Approval of Agenda**

It was moved by Ms. Nichols and seconded by Ms. Coltrain to approve the board agenda as amended. The motion carried unanimously.

**Approval of Minutes**

The minutes of the October 11, 2021, Regular Board Meeting were reviewed.

**Motion**

It was moved by Ms. Danowsky and seconded by Mr. Kirkpatrick to approve the October 11, 2021 minutes as read. The motion carried unanimously.

**Unfinished Business**

None.

**Approval of Monthly Claims**

Board member Ms. Lori Yates and Mr. Richard Gaumer reviewed the list of monthly claims on behalf of the board and reported that all questions were answered by appropriate staff members.

**Motion**

It was moved by Ms. Yates and seconded by Mr. Sheetz to approve the monthly claims for the month of October 2021. The motion carried unanimously.

**Financial Report**

Mr. Michael Lee, Treasurer/CFO presented the FY2022 Financial Report through October 31, 2021 for Fund 1 and Fund 2 Levy accounts, as well as Fund Balance summaries.

**Revenue:** Revenue was higher by \$709,057 from last year. Tuition and Fees were higher by \$368,111, which includes approximately \$268,000 due to timing of High School Credit charges. Local support is higher by \$42,806 and State support is higher by \$107,636 which reflects higher state aid for the year. Federal Support has not had any activity. Other Income is higher by \$190,504 which is timing for Operating Equipment Protection Insurance reimbursement of about \$514,000.



**Expenses:** Overall expenses are lower by \$90,131. Salaries and Fringes are lower by \$116,344 due to lower payroll and benefit costs. Services are higher by \$154,326 driven by higher maintenance/repair costs; the increase is offset by lower other services and miscellaneous services. Materials and Supplies are lower by \$124,024 primarily due to the timing of booking of annual IT related contracts. Other Services is down \$4,000 and about \$27,000 down in miscellaneous and other materials and supplies. Materials and Supplies are lower by \$124,024 and Other Current Expenses was lower by \$17,767. Capital Outlay is higher by \$13,678.

**Fund 2 Levy Accounts – Revenue:** Received \$2,002,633, which is about \$200,003 higher than the same period last year. **Expenses:** unemployment, minimal activity. Worker's Compensation and Tort Liability premiums have been paid. Property Insurance is higher this year due to increased premiums. Equipment Replacement is slightly underspent based on the timing of receiving budgeted items.

The second page is a summary of fund balances by fund.

### **Motion**

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

### **IACCT Report**

Mr. Gaumer reported that the IACCT board will meet on December 1, 2021. Presidents and Trustees will have a joint meeting.

### **Personnel Report**

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

### **Motion**

It was moved by Ms. Nichols and seconded by Mr. Wilson to approve the Personnel Report. The motion carried unanimously. The Personnel Report is made a part of these minutes.

### **New Business**

#### **Discussion and thoughts from Board Members about the Bond Referendum.**

Mr. Gaumer would like an outline created about the bond and what worked best. He asked board members to write down the high spots and what could be done better.

**Ms. Nichols**-Boots on the ground, reaching out directly to communities, tax information brochures, all the endorsements from companies, and letters to the Editors.

**Mr. Wilson**-All the forums that were held, bigger companies encouraging people to vote, text messaging, yard signs, and visiting Farm Bureaus.

**Ms. Danowsky**-Contacting known groups who are anti-tax, a long campaign, not just making people aware the last 30-60 days, not relying on Social Media, reminding people to vote, and a high awareness for such a long period of time.

**Ms. Coltrain**-Everything was great, keeping the word out in the community.

**Ms. Yates**-Everyone was an integral part of the bond passing and people believed in the mission.

**Mr. Kirkpatrick**-Communication, thought processes, clarity of messages, and pledges were key.

*RG*  
*10/2*

**Mr. Sheetz** Asked the question if there were any advantage for the election being held on an odd election cycle verses an even cycle?

**Thompson** Responded that our only experience is from 2016. I think if we had done then what we did this time we would have won in 2016 because it was a special election.

### **President of the College**

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

Dr. Brett Monaghan, Vice President, Student Development & Operations reported that Maintenance has winter supplies on campus.

Work is continuing on Traxler Hall, but there is a delay on products arriving.

Work on the Soccer Field continues. A group from Europe is on campus putting the turf mix in with the real grass. The field will be 5-10% artificial turf and the rest will be real grass. IHCC will draw national attention due this being one of the only soccer fields around with this type of turf.

The pond has been drained at the North Campus and is being filled in with dirt. Clean up continues around the North Campus.

The Library is about 2-3 weeks away from our maintenance team getting in and beginning reconstruction.

#### **B. Interactive Media Technology**

Ms. Mary Clark, Instructor, Interactive Media Technology

Ms. Clark reported that in fall of 2019 3 students enrolled, fall of 2020 6 students enrolled and fall of 2021 14 student enrolled. This met her goal, but she is working on continuing to grow the program.

Interactive Media is growing. Inside this title a student can take multiple paths: Social Media, Graphic Design, Management/Marketing, Communications, and Advertising.

Ms. Clark reported that there is a huge demand for interns and she does not have enough students to fill them. A person can do the job remotely or in-person, depending on the employer and the employees preference. Salary ranges from \$35,000 - \$60,000 depending on experience, education, and location.

The program is 7 terms or 21 months, the program begins summer or fall, Internet Marketing and Interactive Web are currently the two emphasis. Ms. Clark would like to add more emphasis areas.

An Interactive Media Club was launched in fall 2021. There are currently 8 students and they have created an "Interactive Print Shop".

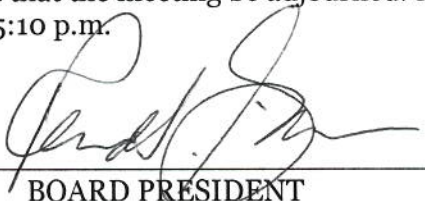
### **Closing Comments**

Dr. Thompson gave each board member a flyer and invited them to a celebration to recognize all the hard work that went into gaining the 73.2% approval on the Indian Hills Bond Referendum. The celebration will be on the Ottumwa Campus on Wednesday, November 17, 2021 beginning at 4:00 p.m. in the RHEC Building and Monday, November 22, 2021 in Centerville beginning at 4:00 p.m. in Building 15/16.

Board Retreat will be held Sunday, November 14, 2021 and Monday, November 15, 2021. More information will be emailed to board members this week.

**Adjournment**

Board member Ms. Coltrain moved that the meeting be adjourned. Hearing no objections Mr. Gaumer adjourned the meeting at 5:10 p.m.

A handwritten signature in black ink, appearing to read "Paul J. Gaumer", written over a horizontal line.

BOARD PRESIDENT

A handwritten signature in blue ink, appearing to read "Shella Ham", written over a horizontal line.

BOARD SECRETARY