



MINUTES OF THE BOARD OF TRUSTEES
INDIAN HILLS COMMUNITY COLLEGE

March 11, 2024

The regular Board of Trustees meeting for Indian Hills Community College was held on March 11, 2024, 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 4:00 p.m.

Roll Call

Members present: Mr. Richard J. Gaumer, Ms. Christine Estle, Mr. Riley Sheetz, Mr. Alan Wilson, and Ms. Lori Yates.

Zoom/Phone: Mr. Kevin Crall, Ms. Beth Danowsky, Mr. Jerry Kirkpatrick, Ms. Katie Nichols.

Members absent:

We had a guest at the board meeting and Dr. Thompson asked her to introduce herself.

Ms. Nicole Krause, Executive Assistant, Workforce Development Board of Directors. Ms. Krause is attending the Leadership Academy and was assigned to attend a board meeting in the community. Ms. Krause is an Indian Hills Community College graduate

Approval of Agenda

It was moved by Mr. Wilson and seconded by Ms. Yates to approve the board agenda as presented. The motion carried unanimously.

Approval of Minutes

The minutes of the February 12, 2024, Regular Board meeting were reviewed.

Motion

It was moved by Ms. Yates and seconded by Mr. Sheetz to approve the minutes from the February 12, 2024, Regular Board meeting. The motion carried unanimously.

Approval of Monthly Claims

Board member Mr. Wilson reviewed bills for the month of February on behalf of the board and reported that all questions were answered by appropriate staff members.

Motion

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

RG
/s/

Financial Report

Ms. Taren Ferguson, Chief Financial Officer, presented the Financial Report. **Revenues** were higher by \$1,272,883. Tuition & Fees are up \$500,321 from the previous year due to an increase in course fees (\$121,338), mainly Aviation Pilot training as they have changed fees to align with the market, and increased resident (\$272,024) and non-resident tuition (\$139,400). State Support was higher by \$325,727 due to State General Aid. Other income was up \$414,991 due to earning higher interest compared to last year at this time (\$168,492), a catch-up in revenues owed to IHCC for Centerville Construction Technology houses (\$24,000), more reimbursements from the Construction Technology program in Chariton, Iowa, since they are building two houses this year (\$44,600.00) and receiving higher administrative fees on grants (\$20,592.00). In addition, IHCC has had larger OEPI submissions this year, compared to last year at this time (\$230,000) due to two elevator overhauls.

Expenses are higher by \$216,602. Salaries & fringes were up as expected. Services were up \$182,578 due to timing when IHCC paid the State Auditor (\$75,000), higher grounds maintenance of \$26,000 (line painting and setting flag poles on reconstructed back roadway), election costs (\$22,000), maintenance and repair of aviation pilot training (\$25,000) and Information Technology (\$25,000). Material and supplies were down \$43,817 due to less costs in software/licenses purchases and decreased mileage/travel expenses (\$41,000).

Fund 2 – Levees are performing well. First bond payment of the year will be in December 2024.

Bond Proceeds & Levy Series 2022 and Series 2023 bond information were combined and are on the first page. The second page shows IHCC's ongoing bond expenses and revenues in relation to Bond projects.

Motion

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

Fiscal Year 202 Certified Budget

Ms. Taren Ferguson, Chief Financial Officer, reported that the Certified Budget sets IHCC's spending authority for fiscal year 2025-2026. Board members received a memo for the FY2025 Certified Budget, Adopted Budget and Certification of Community College Taxes, Long Term Debt, Notice of Public Hearing Budget Estimate, and the Taxable Valuation Comparison.

The total proposed levy rate has decreased \$0.03815 (2.94%), moving from \$1.29953 to \$1.26138. This is due to tort liability and workers' compensation going down and liability insurance remaining flat for several years. Early retirement is a levy that has decreased and there will be another decrease next year. IHCC had to start levying for the \$8 million bonds that were sold in December, so these have offset the increase that would have come from selling the bonds.

Total proposed spending authority is \$86.51 million, compared to \$99.76 million the prior year. This is comparable to the spending authority that IHCC had in 2023. Projects that still need to be completed are Performing and Visual Arts, Centerville Campus, and the Student Wellness Center. These projects will go into 2025 and is the reason the spending authority is still high.

Valuations have increased 5.16%, moving from \$7.122 billion to \$7.489 billion. There was growth in the taxable valuations, Jefferson County-6%, Mahaska County-6.67%, and smaller increases in Washington County, and Wapello County-6.96% growth. Appanoose County had a 7.27% growth.

RG


The spending authority is set at \$86.51 million due to continuation of bond projects. IHCC is seeing some larger grants coming in, and some added payroll costs in fiscal year 2025.

Ms. Ferguson displayed a valuation table. (Attached)

Ms. Ferguson asked for approval for the filing and publication of the certified budget and to establish a public hearing for April 08, 2024.

Motion

It was moved by Mr. Sheetz and seconded by Ms. Estle to approve the filing and publication of the certified budget and establish a public hearing for April 08, 2024.

A roll call vote was taken:

Mr. Richard J. Gaumer	Yes
Ms. Lori Yates	Yes
Mr. Alan Wilson	Yes
Mr. Jerry Kirkpatrick	Yes
Ms. Katie Nichols	Yes
Ms. Christine Estle	Yes
Mr. Riley Sheetz	Yes
Mr. Kevin Crall	Yes
Ms. Beth Danowsky	Yes

The motion carried unanimously.

BE IT RESOLVED, the Board of Directors of Indian Hills Community College hereby accepts the following gift from Lee Container

Mr. Gaumer asked for a motion and a second to approve the \$250,000 distribution from Lee Container to support the completion of the Centerville Academic Building.

Motion

It was moved by Mr. Wilson and seconded by Ms. Yates to approve the \$250,000 distribution from Lee Container to support the completion of the Centerville Academic Building.

A roll call vote was taken:

Mr. Richard J. Gaumer	Yes
Ms. Lori Yates	Yes
Mr. Alan Wilson	Yes
Mr. Jerry Kirkpatrick	Yes
Ms. Katie Nichols	Yes
Ms. Christine Estle	Yes
Mr. Riley Sheetz	Yes
Mr. Kevin Crall	Yes
Ms. Beth Danowsky	Yes

The motion carried unanimously.

BE IT RESOLVED, the Board of Directors of Indian Hills Community College hereby accepts the following gift from Dr. Gregory and Ms. Kendra Thorgaard

Mr. Gaumer asked for a motion and a second to approve the \$750.00 distribution from Dr. Gregory and Ms. Kendra Thorgaard to the Men's Golf Team.

RG


Motion

It was moved by Ms. Nichols and seconded by Mr. Sheetz to approve the \$750.00 distribution from Dr. Gregory and Ms. Kendra Thorgaard to the Men's Golf Team.

A roll call vote was taken:

Mr. Richard J. Gaumer	Yes
Ms. Lori Yates	Yes
Mr. Alan Wilson	Yes
Mr. Jerry Kirkpatrick	Yes
Ms. Katie Nichols	Yes
Ms. Christine Estle	Yes
Mr. Riley Sheetz	Yes
Mr. Kevin Crall	Yes
Ms. Beth Danowsky	Yes

The motion carried unanimously.

Community Colleges for Iowa Report

Mr. Richard J. Gaumer reported that on Monday, February 26, 2024 he attended the Phi Theta Kappa Honors banquet. Five of the seven IHCC's students were in attendance. Tuesday, February 27, 2024 was Community College Day on the Hill. Mr. Gaumer, Mr. Crall, and the Radiologic Technology students attended and visited with legislators. All 15 community colleges were represented. There was a Community Colleges for Iowa board meeting in the afternoon.

Mr. Gaumer reported that dues for Community Colleges for Iowa will be increased by 4%. This money is used for maintenance and replacement of outdated items.

The authority to grant community college presidents to divide Funding Formula money will likely pass. A one-time appropriation of \$10 million is being requested for community colleges.

Dr. Thompson stated a concern regarding language changes in Iowa Code proposed by Iowa Workforce Development in relation to Adult Basic Education is giving Iowa Workforce Development more power to make rules. The written language now states that Iowa Workforce Development and community colleges will jointly administer the program, but "jointly" could be taken out of the language and IWD may try to privatize it.

Mr. Gaumer asked board members to tell legislators that they are taking away local control of administering programs that help people at their communities.

Dr. Bianca Myers stated that more will be known at the end of the week. We will see what makes it through the second funnel and do more work on bills that are of concern.

Board Goals

Mr. Gaumer stated that at the February meeting Board Goals and Stated Expectations were presented. Mr. Gaumer read through the 10 goals and asked for discussion and/or questions.

Mr. Gaumer asked for a motion and a second to adopt Board Goals and Stated Expectations.

Motion

It was moved by Mr. Wilson and seconded by Mr. Sheetz to adopt Board Goals and Stated Expectations. The motion carried unanimously.

Personnel Report

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

RG


Motion

It was moved by Mr. Sheetz and seconded by Ms. Estle to approve the Personnel Report. The motion carried unanimously.

President of the College**A. Facilities Report**

Dr. Brett Monaghan, Vice President, Student Development & Operations reported that the Centerville Academic Building completion date is March 29, 2024 for areas A and C. Exterior doors and light fixtures have been installed. Casework is being completed in Area B. In the next couple of weeks HVAC and electrical will be installed.

The foundation has been poured for the vestibule in front of the Performing and Visual Arts building. The new addition substantial completion date is June 11, 2024.

Work is continuing on the Industrial Maintenance renovation. Drywall is going up and painting will begin. This project should be completed in the next couple of months.

Demolition to remove remaining buildings in Centerville will begin the week of June 3, 2024.

Marketing Strategy

Dr. Bianca Myers, Executive Dean Advancement and Ms. Carrie Jaeger, Director Marketing presented a PowerPoint on Marketing Strategy. (PowerPoint Attached)

Lumina I

- Awarded \$50,000
- Website Redesign

Dr. Myers displayed pictures of the website before and after the redesign and the difference the redesign made on the Program Finder Page. She discussed the Site Engagement page and how the redesign has made a significant difference in hits the college is receiving.

- Users up 28.1%
- New users up 23.3%
- Conversations up 3,418%
- Overall site sessions up 6.8%
- Overall site engagement rate up 6.1%

Lumina II

- Content-Optimize 25 pages
- Image Optimization-Compress 100 largest images
- Looker Studio Dashboard-Dashboard for Admissions
- Google Site Search Training-configure feature keywords and filters
- Virtual Visit/Tour-Experience Indian Hills and Day in the Life-Students and Faculty

What is next

- Launch SEM to compete in online space
- Generate content for each step of decision making process
- Social media campaigns
- Videos showcasing campus life
- Partnership with Admissions through Enrollment Committee

Recruitment Committee

- Associate Dean of Enrollment Services
- Director of Marketing

RG


- Director of Student Communications and Retention
- Program Director, Automotive Technology
- Program Director, Computer Software Development
- Admission Recruiting Coordinator
- Director of Enrollment Services
- Instructor, Arts and Sciences
- Graphic Designer and Print Shop Supervisor

Bond Project Updates

Ms. Taren Ferguson, Chief Financial Officer and Dr. Matt Thompson, President, gave a Bond Project Update and presented a GO Bond Projects Budgets versus Costs sheet.

Dr. Thompson stated that the Student Wellness Facility will not have a Construction Manager, IHCC will bid out projects when the scope of the project has been completed. Mr. Clay Winn and his team will act as construction managers and this will cut the cost of the facility.

ZOOM Rooms and Criminal Justice projects have been completed and were completed under budget.

Centerville Academic Building-projected budget of \$31,287,923 and as of February 28, 2024, \$22,341,811 has been spent.

Performing and Visual Arts-projected budget of \$7,269,965 and as of February 28, 2024, \$2,794,465 has been spent.

Student Wellness Center-projected budget of \$7,693,000 and as of February 28, 2024, \$96,849 has been spent.

Ms. Ferguson stated there are different funding sources being used for projects and resources used depends on timing of the project and what money needs to be spent in a certain time period. Ms. Ferguson and Dr. Thompson anticipate the Student Wellness Facility cost going down or square footage getting bigger.

Closing Comments

The Leadership Team attended robust Program Reviews in January. Due to deficiencies found during the review process, two programs will be suspended and there are some changes being made programmatically. Dr. Thompson will send a memo to board members and detail the upcoming changes.

Adjournment

Board member Mr. Riley Sheetz moved that the meeting be adjourned. Hearing no objections, Mr. Gaumer adjourned the meeting at 5:56 p.m.



 BOARD PRESIDENT



 BOARD SECRETARY