



MINUTES OF THE BOARD OF TRUSTEES

INDIAN HILLS COMMUNITY COLLEGE

October 9, 2023

The regular Board of Trustees meeting for Indian Hills Community College was held on October 9, 2023, 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: Ms. Beth Danowsky, Mr. Richard J. Gaumer, Mr. Riley Sheetz, Mr. Alan Wilson, and Ms. Lori Yates.

Zoom/Phone: Mr. Jerry Kirkpatrick, Ms. Katie Nichols, and Ms. Amy Webber.

Members absent: Ms. Nellie M. Coltrain.

Approval of Agenda

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

Approval of Minutes

The minutes of the September 11, 2023, Regular Board meeting were reviewed.

Motion

It was moved by Mr. Sheetz and seconded by Ms. Danowsky to approve the minutes from September 11, 2023, Regular Board meeting. The motion carried unanimously.

Not to Exceed \$8,000,000 General Obligation School Bonds, Series 2023

Ms. Ferguson, Chief Financial Officer, presented a resolution Directing the Advertisement for Sale, Approving Electronic Bidding Procedures, and Approving the Official Statement, Not to Exceed \$8,000,000 General Obligation School Bonds, Series 2023.

Mr. Gaumer asked for a motion and a second to approve the Resolution Directing the Advertisement for sale, Not to Exceed \$8,000,000 General Obligation School Bonds, Series 2023.

Motion

It was moved by Ms. Danowsky and seconded by Ms. Nichols to approve the Resolution Directing the Advertisement for sale, Not to Exceed \$8,000,000 General Obligation School Bonds, Series 2023. The motion passed unanimously.

A roll call vote was taken:

Richard J. Gaumer Yes

Beth Danowsky	Yes
Lori Yates	Yes
Alan Wilson	Yes
Jerry Kirkpatrick	Yes
Katie Nichols	Yes
Amy Webber	Yes
Riley Sheetz	Yes

Members absent: Ms. Nellie Coltrain.

The motion carried unanimously.

Mr. Gaumer asked for a motion and a second to approve Electronic Bidding Procedures, Not to Exceed \$8,000,000 General Obligation School Bonds, Series 2023.

Motion

It was moved by Mr. Sheetz and seconded by Ms. Nichols to approve Electronic Bidding Procedures, Not to Exceed \$8,000,000 General Obligation School Bonds, Series 2023.

A roll call vote was taken:

Richard J. Gaumer	Yes
Beth Danowsky	Yes
Lori Yates	Yes
Alan Wilson	Yes
Jerry Kirkpatrick	Yes
Katie Nichols	Yes
Amy Webber	Yes
Riley Sheetz	Yes

Members absent: Ms. Nellie Coltrain.

The motion carried unanimously.

Mr. Gaumer asked for a motion and a second to approve the Official Statement, Not to Exceed \$8,000,000 General Obligation School Bonds, Series 2023.

Motion

It was moved by Mr. Sheetz and seconded by Mr. Wilson to approve the Official Statement, Not to Exceed \$8,000,000 General Obligation School Bonds, Series 2023.

A roll call vote was taken:

Richard J. Gaumer	Yes
Beth Danowsky	Yes
Lori Yates	Yes
Alan Wilson	Yes
Jerry Kirkpatrick	Yes
Katie Nichols	Yes
Amy Webber	Yes
Riley Sheetz	Yes

Members absent: Ms. Nellie Coltrain.

The motion carried unanimously.

Not to Exceed \$1,810,000 Industrial New Jobs Training Certificates, Series 2023-1

Dr. Jennifer Wilson, Vice President, Business Solutions, presented Industrial New Jobs Training Certificates, Series 2023-1, Not to Exceed \$1,810,000 Industrial New Jobs Training Certificates, Series 2023-1.

Mr. Gaumer asked for a motion and a second to approve the Resolution New Jobs Training Agreements for Achieva Enterprise LLC, Ajinomoto Health & Nutrition North America, Inc., Cargill, Incorporated, and Sedes Group LLC. Directing the Advertisement for sale, Not to Exceed \$1,810,000 Industrial New Jobs Training Certificates, Series 2023-1.

Motion

It was moved by Mr. Wilson and seconded by Mr. Sheetz to approve the Resolution New Jobs Training Agreements for Achieva Enterprise LLC, Ajinomoto Health & Nutrition North America, Inc., Cargill, Incorporated, and Sedes Group LLC. The motion passed unanimously.

A roll call vote was taken:

Richard J. Gaumer	Yes
Beth Danowsky	Yes
Lori Yates	Yes
Alan Wilson	Yes
Jerry Kirkpatrick	Yes
Katie Nichols	Yes
Amy Webber	Yes
Riley Sheetz	Yes

Members absent: Ms. Nellie Coltrain.

The motion carried unanimously.

Mr. Gaumer asked for a motion and a second to approve the Resolution approving preliminary Official Statement and approving electronic bidding procedures.

Motion

It was moved by Ms. Danowsky and seconded by Mr. Sheetz to approve the Resolution Approving Preliminary Official Statement and approving Electronic Bidding procedures.

A roll call vote was taken:

Richard J. Gaumer	Yes
Beth Danowsky	Yes
Lori Yates	Yes
Alan Wilson	Yes
Jerry Kirkpatrick	Yes
Katie Nichols	Yes
Amy Webber	Yes
Riley Sheetz	Yes

Members absent: Ms. Nellie Coltrain.

The motion carried unanimously.

Approval of Monthly Claims

Board member Mr. Wilson 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 Mr. Wilson and seconded by Ms. Webber to approve the monthly claims for the month of September. The motion carried unanimously.

Financial Report

Ms. Taren Ferguson, Chief Financial Officer, presented the Financial Report. **Revenues** were higher by \$177,157. **Tuition & Fees** were \$233,124 lower than the previous year due to enrollment trends. **State Support** was higher by \$109,776 due to State General Aid. Other income was up \$297,540 due to earning higher interest compared to last year at this time, an increase in Continuing Ed sales/services, and receiving higher administration fees on grants.

Expenses are lower by \$137,338. **Salaries & Fringe** were down \$68,000 due to less costs with FT/PT Instructors. Services were down \$22,706 from the prior year due to a decrease in contracted services. Indian Hills is doing more projects instead of hiring outside contractors. **Material and Supplies** were down \$48,221 due to less costs in software/licensure purchases. Multiple agreements were purchased with CARE's funding and are extended until FY25.

Fund 2 – All levies are performing well through the first quarter and the quick start with Capital equipment procurements IHCC is seeing less supply chain issues and equipment is being received in a timely manner.

Motion

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

Community Colleges for Iowa Report

Mr. Richard J. Gaumer was unable to attend the Community Colleges for Iowa board meeting. Dr. Bianca Myers, Dr. Matt Thompson, and Mr. Richard J. Gaumer have begun meeting with legislators. They met with Hans Wilz and had a good discussion about community colleges and he was receptive to the idea that community colleges will be asking for \$10 million dollars this year. The money is to offset the effect of modifications made in the funding formula.

Mr. Alan Wilson, Ms. Lori Yates, and Mr. Richard J. Gaumer will be attending the ACCT Congress in Las Vegas and leaving on Tuesday, October 10, 2023. Mr. Nardini, from Hawkeye Community College, will become the new president of the ACCT Board.

Personnel Report

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

Motion

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

2023-2024 Staff Handbook Update

Mr. Zeke Flick, Director, Human Resources, presented the 2023-2024 Staff Handbook. He shared some of the changes with board members. Some of the changes were: the Staff Development Committee name has been changed to Professional Development Committee, the Attendance Policy was changed to reflect an online process for employees, New At-Will employees will receive probation evaluations through NEOED Perform, new verbiage for faculty who may be required work beyond the 7:15 a.m. - 4:45 p.m. workday, and updates to the Annual Discrimination statement and some program titles.

Motion

It was moved by Ms. Yates and seconded by Mr. Sheetz to approve changes to the 2023-2024 Staff Handbook. The motion carried unanimously.

New Business

Ms. Beth Danowsky gathered information on salaries other community college presidents were making. This was presented to board members and it was recommended to increase Dr. Thompson's salary to \$250,000 and add \$10,000.00 to his annuity contribution. The annuity went from \$10,000 to \$20,000.

Motion

It was moved by Mr. Wilson and seconded by Ms. Webber to approve the increase in Dr. Thompson's salary and annuity. The motion carried unanimously.

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

Mr. John Allison, Assistant Supervisor, Physical Facilities, reported that asbestos has been removed from the Performing and Visual Arts building, so the renovation has started.

The Centerville Building is on track and looks great. Ms. Noel Gorden posts pictures on WIN a couple of times a week, so everyone can see the progress.

Thirty-two trees have been planted around the Ottumwa Campus to replace trees that were removed and trees will also be planted at the North Campus. Maintenance team gearing up for winter weather.

B. Physical Therapist Assistant

Ms. Caroline Peyrone, Program Director, Physical Therapist Assistant, gave an update on the Physical Therapist Assistant program.

The Physical Therapist Program helps to improve lives by increasing functional independence through a variety of exercises, manual techniques, and modalities. This is a 7 Term AAS Program and when students graduate, they are qualified to take the licensing exam. This program is in the top 10 of the fastest growing professions in the United States.

Ms. Peyrone reported that her program has received equipment, an aging suit, a Gait Rite System, and Modalities from Capital Equipment. This program has dual enrollment for the Associates of Arts, a transfer agreement with Allen College in Public Health, and a APTA advanced proficiency pathway.

Ms. Peyrone presented a slide showing Enrollment and Retention, she talked about the Discovery Academy Class, and the Pass Rate Ranking (PowerPoint attached).

Board Retreat

Dr. Matt Thompson stated that the Board Retreat will be held Sunday evening, November 12, 2023, and Monday, November 13, 2023 at Honey Creek Resort. Following the Board Retreat the regular board meeting will be held at 4:00 p.m. at Honey Creek Resort.

Adjournment

Board member Mr. Sheetz moved that the meeting be adjourned. Hearing no objections, Mr. Gaumer adjourned the meeting at 5:04 p.m.

BOARD PRESIDENT

BOARD SECRETARY