



MINUTES OF THE BOARD OF TRUSTEES
INDIAN HILLS COMMUNITY COLLEGE

December 9, 2024

The regular Board of Trustees meeting for Indian Hills Community College was held on December 9, 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. Kevin Crall, Ms. Christine Estle, Mr. Richard J. Gaumer, Mr. Jerry Kirkpatrick, Mr. Riley Sheetz, and Ms. Lori Yates.

Zoom/Phone: Mr. Alan Wilson.

Members absent: Ms. Katie Nichols and Ms. Beth Danowsky.

Approval of Agenda

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

Approval of Minutes

The minutes of the November 11, 2024, Regular Board meeting were reviewed.

Motion

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

Dr. Matt Thompson introduced Ms. Loretta Hankins who accepted the position of Executive Assistant to Dr. Jill Budde, Vice President, Learning & Engagement.

FY24 Audit Presentation by Office of Auditor of State

Ms. Taren Ferguson, Chief Financial Officer, introduced Mr. Cole L. Hocker, CPA, Auditor of State.

Mr. Hocker thanked board members for giving him the opportunity to speak. Mr. Hocker presented various graphs highlighting numerous aspects of IHCC's FY24 operations.

Indian Hills Community College has an unmodified opinion.

Included in the report was:

- Net Position on June 30, 2024
- Comparison of Net Position
- Comparative Revenues
- Governmental Revenue
- Operating Expenditures by Function

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- 2024 Operating Expenditures by Function Pie Chart
- Education and Support Expenses
- Education and Support Expenditures
- Expenditures by Object Code
- Comparison of Expenditures by Object Code
- Comparative Credit Hours
- Comparative Contact Hours
- Long-Term Liabilities at June 30, 2024
- Long-Term Liabilities Comparison

There were no findings in the FY24 audit.

Looking forward to FY25 – GASB 101 – Compensated Absences

This pertains to new Governmental Accounting Standards Board pronouncement that will be implemented. Methods will change to calculate compensated absence balance, which may increase liability reported for earned time off by staff. Mr. Hocker and his team are already having conversations with the Business Office about these changes.

Changes for FY2026-2027 were briefly discussed by Mr. Hocker and he thanked Indian Hills for helping him and his team during the audit.

Motion

It was moved by Mr. Sheetz and seconded by Mr. Kirkpatrick to approve the FY24 Audit Report. The motion carried unanimously.

Approval of Monthly Claims

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

Motion

It was moved by Mr. Crall and seconded by Mr. Sheetz to approve the monthly claims for the month of November. The motion carried unanimously.

Financial Report

Ms. Taren Ferguson, Chief Financial Officer, presented the Financial Report. **Revenues:** Revenues overall were higher by \$1,188,161. Tuition & Fees were higher by \$206,782 due to higher course fees (\$84,800), increased tuition (\$62,000), and increased revenues from 260E/260F trainings (\$54,000). State Support was higher by \$84,330 due to SGA. Other income was up \$845,554 due to the \$845,554 transfer from the Endowment fund for the GAP pay.

Expenses: Overall, expenses are higher by \$617,724. Salaries & fringe were higher by \$383,821 (3.9%) due to adding additional contract days to staff calendars and as a result IHCC is paying increased salaries. These changes reflected an increase in salaries of 6.28% and 5.6% respectively for staff and faculty. Services were up \$320,758 due to increased repair costs to HVAC and fire systems of (\$41,000) and increased software service renewals (Ellucian, Blackboard, Heartland, Zoom) of (217,000). Material and supplies were down due to maintenance purchasing less supplies and not needing supplies for new programming (Law Enforcement Academy last year) but also using other funding sources (EDA, Career Incentive Grants, capital equipment) for new and existing programs.

Fund 2 – Revenues were higher due to bond levies. For the capital equipment levy, IHCC has ordered two semis that meet student needs. There are a few items that were shipping in

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November that haven't been received and the rest of the money is expected to be spent by the end of the FY25.

Motion

It was moved by Ms. Estle and seconded by Ms. Yates to approve the Financial Report. The motion carried unanimously.

Adjourn Sine Die

It was moved by Mr. Kirkpatrick and seconded by Mr. Sheetz to adjourn the meeting sine die at 4:44 p.m. With no further business remaining, Board President Mr. Richard J. Gaumer adjourned the meeting sine die at 4:44 p.m.

Call to Order

Indian Hills President, Dr. Matt Thompson reconvened the board at 4:45 p.m.

Election of President of the Board of Trustees

Dr. Thompson asked for nominations for the election of President of the Board of Trustees. Ms. Yates nominated Mr. Richard J. Gaumer and Mr. Kirkpatrick seconded the nomination. Mr. Wilson moved that nominations cease and Mr. Kirkpatrick seconded.

Motion

It was moved by Ms. Yates and seconded by Mr. Kirkpatrick for the election of Mr. Richard J. Gaumer as the President of the Board of Trustees. The motion carried unanimously.

Oath

Board Secretary Ms. Shelle Harvey administered the oath of office to elected Board President Mr. Gaumer.

Indian Hills President, Dr. Matt Thompson turned the meeting over to President of the Board of Trustees Mr. Gaumer.

Election of Vice President of the Board of Trustees

President Mr. Gaumer entertained a motion for Vice President for the Board of Trustees. Mr. Kirkpatrick nominated Ms. Katie Nichols and Ms. Yates seconded the nomination. Mr. Crall moved that nominations cease, Mr. Gaumer seconded.

Motion

It was moved by Mr. Kirkpatrick and seconded by Ms. Yates for the election of Ms. Nichols as the Vice President of the Board of Trustees. The motion carried unanimously.

Oath

Board Secretary Ms. Harvey administered the oath of office to elected Board Vice President Ms. Nichols.

Appointment of Secretary for the Board of Trustees

President Mr. Gaumer entertained a motion for the appointment of Secretary for the Board of Trustees. Mr. Sheetz nominated Ms. Shelle Harvey and Ms. Yates seconded the nomination. Mr. Gaumer moved that nominations cease, Mr. Kirkpatrick seconded.

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Motion

It was moved by Mr. Sheetz and seconded by Ms. Yates for the appointment of Ms. Harvey as the Secretary of the Board of Trustees. The motion carried unanimously.

Appointment of Treasurer for the Board of Trustees

President Mr. Gaumer entertained a motion for the appointment of Treasurer for the Board of Trustees. Ms. Estle nominated Ms. Taren Ferguson and Mr. Kirkpatrick seconded the nomination. Mr. Gaumer moved that nominations cease, Ms. Yates seconded.

Motion

It was moved by Ms. Estle and seconded by Mr. Kirkpatrick for the appointment of Ms. Ferguson as the Treasurer of the Board of Trustees. The motion carried unanimously.

Oath

Board President Mr. Gaumer administered the oath of office to appointed Board Secretary Ms. Harvey and Board Treasurer Ms. Ferguson.

Appointment of Delegate to IACCT

It was moved by Ms. Yates and seconded by Ms. Estle to appoint Mr. Kevin Crall as the delegate to IACCT. The motion carried unanimously.

Appointment of Alternate to IACCT

It was moved by Ms. Estle and seconded by Ms. Yates to appoint Mr. Gaumer as the alternate delegate to IACCT. The motion carried unanimously.

Community Colleges for Iowa Report

Mr. Richard J. Gaumer reported that the Community Colleges for Iowa board has not met for the month of December.

Mr. Gaumer stated that the Community Colleges for Iowa Convention and Tradeshow had a good turnout of faculty and staff. Ms. Heather Davison, Professor, History received the Outstanding Faculty award and Mr. Clay Winn, Director, Physical Facilities received the Outstanding Employee award. Ms. Joni Kelley, Ms. Emily Mason, Ms. Alix McPherson, Ms. Amy Taylor, Dr. Craig Leager, and Dr. Matt Thompson were in attendance at the Convention and Tradeshow.

The Phi Theta Kappa Awards Banquet will be held on Tuesday, February 18, 2025 at Curate in Des Moines and Community College Day on the Hill is on Wednesday, February 19, 2025.

Personnel Report

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

Motion

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

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

Mr. Cory Lamb, Chief Operating Officer reported that IHCC has been doing controlled burns on campus while weather permits.

ATC - new glass will be installed in the entry ways on the West side and South side of the building.

Centerville - the recommendation for the sound transfer issue is to put sealant between the concrete this will lessen the sound transferring to other areas. Concrete will be poured between the Greenhouse and Traxler Hall and on the north side of the Centerville Campus.

Rural Health and ATC – both of the parking lots need to be replaced (concrete). Dr. Thompson stated that the parking lot in Rural Health will be replaced first and cars can park in the ATC parking lot. When the parking lot at the ATC building is replaced, the footprint will be smaller with additional green space.

Working on signage on the Ottumwa Campus so it will match the Centerville Campus.

Windows will be replaced in the main hallway on the Ottumwa Campus.

Conflict of Interest Form

Dr. Thompson asked board members to fill out the Conflict of Interest form and return to Ms. Harvey.

College Calendars 2025-2031

Dr. Jill Budde, Vice President, Learning & Engagement presented the 2025-2031 College Calendars. She stated that due to the Payroll Modernization calendars 2025-2029 had the holiday on the first Monday of April moved to Christmas Eve. Non-exempt employees will have one less day without pay over the winter break. The 2029-2030 and 2030-2031 calendars are new and brought to the board for approval. Dr. Jill Budde asked the board to approve calendars 2025-2029 with minor changes and the 2029-2030 and 2030-2031 calendars.

Motion

It was moved by Mr. Kirkpatrick and seconded by Ms. Estle to approve the 2025-2031 College Calendars as presented. The motion carried unanimously.

Closed Session Pursuant to Iowa Code Section 21.5(i)

Dr. Thompson asked for a closed session pursuant to Iowa Code Section 21.5(i) to complete his annual evaluation.

Motion

It was moved by Mr. Crall and seconded by Mr. Sheetz to go into closed session.

A roll call vote was taken:

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

Members absent: Ms. Beth Danowsky and Ms. Katie Nichols.

The motion carried unanimously.

Board Meeting Recessed for Closed Session

Regular board meeting recessed at 5:16 p.m. to go into closed session.

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Board meeting reconvened at 5:43 p.m.

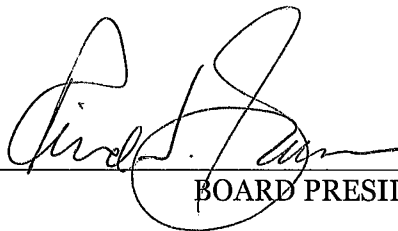
Closing Comments

Mr. Gaumer stated that he will talk to Dr. Thompson and Ms. Ferguson about a salary increase for Dr. Thompson and it will be discussed at the January board meeting. Dr. Thompson stated that he is working 12 additional days and that is reflected on his contract. He asked to be compensated for the 12 additional days and nothing more.

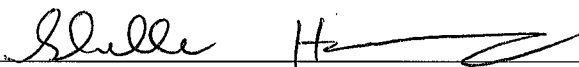
Mr. Gaumer wished everyone Merry Christmas!

Adjournment

Board member Mr. Estle moved that the meeting be adjourned. Hearing no objections Mr. Gaumer adjourned the meeting at 5:47 p.m.



BOARD PRESIDENT



BOARD SECRETARY