

MINUTES OF THE BOARD OF TRUSTEES
INDIAN HILLS COMMUNITY COLLEGE

December 12, 2022

The regular Board of Trustees meeting for Indian Hills Community College was held on December 12, 2022, 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. Jerry Kirkpatrick, Ms. Katie Nichols, Mr. Riley Sheetz, Ms. Amy Webber, Mr. Alan Wilson, and Ms. Lori Yates.

Zoom/Phone:

Members absent: Ms. Nellie Coltrain.

Approval of Agenda

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

Approval of Minutes

The minutes of the November 7, 2022, Board Retreat and the November 14, 2022, Regular Board meeting were reviewed.

Motion

It was moved by Mr. Kirkpatrick and seconded by Mr. Sheetz to approve the minutes from the November 7, 2022, Board Retreat and the November 14, 2022, Regular Board meeting. The motion carried unanimously.

Unfinished Business

Mr. Cory Lamb, Chief Technology Officer, reported that each board member has an iPad to use for board meetings. Board items will be on WIN instead of the website and the iPads can be taken home and used to Zoom into the meeting and to review board items when it is convenient. Mr. Lamb gave each board member a page of directions with a college email and a password to log into WIN. Board members can log into WIN from anywhere. If any board member needs additional training please contact Mr. Lamb or Ms. Harvey.

FY22 Audit Presentation by Office of Auditor of State

Ms. Taren Ferguson, Chief Financial Officer, introduced Ms. Kathy L. Rupp, CPA, Auditor of State.

Ms. Rupp thanked board members for giving her the opportunity to speak. Ms. Rupp presented various graphs highlighting numerous aspects of IHCC's FY22 operations.

She reported that the Auditor's opinion has moved to the front of the report and Indian Hills Community College has an unmodified opinion.

GASB 87, has been implemented and restated operating leases and monies received from Federal appropriations for CARES Act were significant.

RJG

Included in the report was:

- Comparison of Net Position
- Comparative Revenues by Source
- Governmental Revenue Trends
- Change 2022 from 2021 Operating Expenditures Function
- 2022 Expenditures by Function
- Change 2022 from 2021 Education and Support
- 2021 Expenditures – Education and Support
- Change 2021 from 2020 Current Funds Expenditures Object
- 2021 Expenditures by Object
- Comparative Credit Hours

Motion

It was moved by Mr. Wilson and seconded by Mr. Sheetz to approve the FY22 Audit Report. The motion carried unanimously.

Approval of Monthly Claims

Board member Ms. Amy Webber 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. Webber and seconded by Ms. Yates to approve the monthly claims for the month of November 2022. The motion carried unanimously.

Financial Report

Ms. Taren Ferguson, Chief Financial Officer, reported that **Revenues** have increased \$56,862 from this point last year. This is due to increased State General Aid and property tax revenues as expected. Tuition and Fees are up \$78,778 which is attributed to flat enrollment and a slight increase in per credit hour charges. Other income is down slightly due to not drawing down CARE's dollars like we did last year, but having increased OEPI reimbursements.

Expenses – Expenses are up by \$221,918. Salaries and fringes have remained relatively flat through November. Services are \$146,474 higher than last year due to licensure renewal and firewall protection, annual maintenance fees for our computer software, advertising services and increased costs due to maintenance, and equipment repair services (\$98,000). Materials and supplies are up \$78,463 from this time last year, which is attributed to increased vehicle material costs, costs of travel (\$35,000), and computer software costs.

Fund 2 – Levy revenues and expenses are relatively similar to expenses in previous years and we have received many of our Equipment replacement items that were ordered.

The second page shows Bond proceeds have been spent on earthwork in Centerville, HS Virtual classroom furniture, electrical relocation, and Architect fees for the Criminal Justice program.

Motion

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

RG
HS

Board President Mr. Richard J. Gaumer asked for a motion to Adjourn Sine Die.

Motion

It was moved by Mr. Kirkpatrick and seconded by Mr. Wilson to adjourn Sine Die at 4:29 p.m. The motion carried unanimously.

Call to Order

Indian Hills President, Dr. Matt Thompson reconvened the board at 4:30 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. Mr. Kirkpatrick nominated Mr. Richard J. Gaumer and Ms. Yates seconded the nomination. Mr. Wilson moved that nominations cease and Mr. Kirkpatrick seconded.

Motion

It was moved by Mr. Kirkpatrick and seconded by Ms. Yates 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. Danowsky seconded the nomination. Mr. Gaumer moved that nominations cease, Mr. Kirkpatrick seconded.

Motion

It was moved by Mr. Kirkpatrick and seconded by Ms. Danowsky 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. Ms. Nichols nominated Ms. Harvey and Ms. Yates seconded the nomination. Mr. Gaumer moved that nominations cease, Mr. Kirkpatrick seconded.

Motion

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

RLG
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Appointment of Treasurer for the Board of Trustees

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

Motion

It was moved by Ms. Webber and seconded by Mr. Wilson 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. Danowsky and seconded by Mr. Sheetz to appoint Mr. Gaumer as the delegate to IACCT. The motion carried unanimously.

Appointment of Alternate to IACCT

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

IACCT Report

Mr. Rich Gaumer reported the Iowa Community College Distribution Formula PowerPoint to each board member. Mr. Gaumer reported on community college revenue sources, State direct revenue sources, and the history of State General Aid.

Mr. Gaumer stated that the goal of the formula is stability and growth adjustment, distribution of new money based on enrollment, dependence on the amount of money legislature allocates, and calculated by the Iowa Department of Education.

Other uses for the formula are: stability, fairness, and consistency across programs and projects, Adult Education and Literacy, PACE, GAP Tuition Assistance, Workforce Training and Economic Development Fund, Collaborative Project costs, and Grants. Mr. Gaumer may report more on this topic at the January meeting.

Personnel Report

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

Motion

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

New Business

None.

RG


President of the College

A. Facilities Report

Dr. Brett Monaghan, Vice President, Student Development & Operations reported that the North Campus Roof Project has been completed

After the board meeting Dr. Thompson will take board members on a tour of the Library, which is 99% complete.

The North Campus needs a new boiler and the Criminal Justice renovation will begin January 14, 2023.

Over break the Appanoose Residence Hall will get new furniture, floors will be stripped, and buildings will be cleaned.

Dirt work has been completed on the Centerville Campus and the foundation is ready to be poured.

Conflict of Interest Form

Dr. Thompson stated that each board member was sent a Conflict of Interest Form by email and Ms. Harvey has hard copies. Please sign and return to Ms. Harvey.

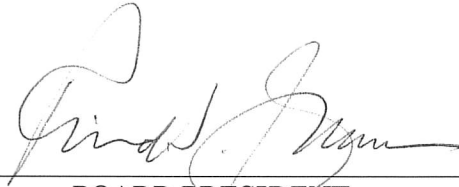
Closing Comments

Mr. Gaumer reported that the All Iowa Phi Theta Kappa banquet will be held on Monday, February 27, 2023 and will be hosted by Indian Hills Community College.

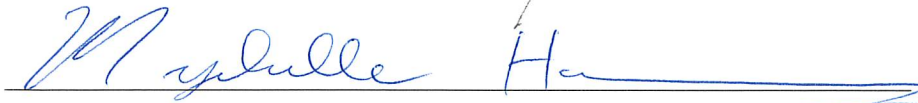
Tuesday, February 28, 2023 is Day on the Hill.

Adjournment

Board member Ms. Danowsky moved that the meeting be adjourned. Hearing no objections Mr. Gaumer adjourned the meeting at 5:13 p.m.



BOARD PRESIDENT



BOARD SECRETARY

