

## MINUTES OF THE BOARD OF TRUSTEES

### INDIAN HILLS COMMUNITY COLLEGE

February 12, 2018

The regular Board of Trustees meeting for Indian Hills Community College was held on February 12, 2018, in the Board Room on the Main Campus, Indian Hills Community College, Ottumwa, Iowa. Board Vice President Tom Keck called the meeting to order at 4:00 p.m.

#### **Roll Call**

Members present: Beth Danowsky, Richard J. Gaumer, Tom Keck, Jerry Kirkpatrick, and Alan Wilson.

Members absent: Nellie M. Coltrain, George E. Manning, John Pothoven, and Lori Schaefer-Weaton.

#### **Minutes**

The minutes of the January 8 2018 Regular Board Meeting were reviewed.

#### **Motion**

It was moved by Beth Danowsky and seconded by Jerry Kirkpatrick to approve minutes of the January 8, 2018 Regular Board Meeting. The motion carried.

#### **Old Business**

None.

#### **Written Communications**

Dr. Sprouse reported that the Department of Education reaccreditation interim visit went very well, we were well prepared. Letter of accreditation was shared. Dr. Sprouse and Blaire Siems went to Mesa, Arizona, the basketball team was playing, and had lunch with Lucy Everingham. Letter of appreciation was shared.

#### **Approval of Monthly Claims**

Board member Jerry Kirkpatrick reviewed the list of bills on behalf of the board and reported that all questions were answered by appropriate staff members.

#### **Motion**

It was moved by Jerry Kirkpatrick and seconded by Richard J. Gaumer to approve the bills list for the month of January, 2018. The motion carried.

#### **Financial Report**

Bill Meck, Treasurer/CFO, reported that financials are shown through the month of January. Expenditures: Salaries and Fringes continue to be down at \$730,945 lower from a year ago. Services line shows down \$225,402, but if services for Coast Flight were adjusted it would show an increase of \$193,000. Materials and Supplies are down \$150,328. Other Current Expenses are up \$88,639. After adjusting for Coast Flight expenses are down \$600,000. Tuition and Fees Revenues are \$-1,451,518. After removing the \$41,000 for Coast Flight we are down \$1,033,000. This is better than last month. Local, State, and Federal

support is up as well as Other Income. Overall, we are at a positive position through the end of January at \$4.577. Restricted Funds 2, Revenues and Levy Expenditures are comparable to a year ago.

### **Motion**

It was moved by Jerry Kirkpatrick and seconded by Alan Wilson to approve the Financial Report. The motion carried.

### **Fiscal Year 2019 Certified Budget**

Bill Meck, Treasurer/CFO, reported that each board member has a document that represents the certified budget for the up-coming fiscal year. Bill summarized the Certified Budget. The levy is staying the same at .959. This year's spending authority has decreased to \$60.7 million. This is due to General Fund expenditures being budgeted \$2 million lower and our Plant Fund expenditures budgeted \$1 million higher. Valuations have increased 3.83%, moving from \$5.646 billion to \$5.871 billion.

The first page is the actual Notice of Public Hearing. This document will be put in various publications in our service area. The summary columns show General Funds, which are fund numbers 1 and 2 and the Plant Fund is identified. The levy rate is captured in the lower right hand corner which totals .95940. Bill has added Proceeds from Certificates of \$4.6 million projected borrowing this fiscal year to fund a portion of the North Campus Building Project that is not covered by ACE.

The second page contains the certification of taxes and shows tax levies adopted and property taxes levied. This page shows the actual break down between our levies, equipment, tort, unemployment, retirement, and insurance levies.

The final page is the valuation comparison for Indian Hills Community College and a summary. This document compares all counties and is just for FYI purposes.

Bill requested approval for the FY2019 Certified Budget for publication and to establish the March 12, 2018 regular board meeting for the purpose of the public hearing and certification.

### **Motion**

It was moved by Richard J. Gaumer and seconded by Alan Wilson to approve the FY2019 Certified Budget for publication and to establish the March 12, 2018 regular board meeting for the purpose of the public hearing and certification.

A roll call vote was taken:

Richard J. Gaumer	Yes
Tom Keck	Yes
Jerry Kirkpatrick	Yes
Beth Danowsky	Yes
Alan Wilson	Yes

Members absent:

John Pothoven  
Nellie M. Coltrain

George E. Manning  
Lori Schaefer-Weaton

The motion carried with 5 ayes, 0 nays.

**Establish April 9, 2018 at 4:00 p.m.in the Indian Hills Community College Board Room as the date, time, and location for a public hearing on the proposed contract documents (plans, specifications, form of contract, and estimated cost) for the 2018 North Campus Addition Project**

Bill Meck, Treasurer/CFO, reported on the North Campus Addition Project and presented a PowerPoint with details of this project. He reported that much of the detailed planning has occurred with faculty, staff, architects, and engineers. The addition will be approximately 25,400 square feet with a new parking area. The addition will house the Diesel Program and provide more and better facilities for the Welding Program. The estimated cost is \$5.6 million. Bids will go out March 1<sup>st</sup>, bids will be back the last week of March and April 9<sup>th</sup> results will be brought to the board. We will have a public hearing on the plans and specifications. Bid results will be evaluated.

**Motion**

It was moved by Beth Danowsky and seconded by Richard J. Gaumer to establish April 9, 2018 at 4:00 p.m.in the Indian Hills Community College Board Room as the date, time, and location for a public hearing on the proposed contract documents (plans, specifications, form of contract, and estimated cost) for the 2018 North Campus Addition Project. The motion carried.

**Establish March 12, 2018 at 4:00 p.m.in the Indian Hills Community College Board Room as the date, time, and location for a public hearing on the proposed sale of real property, owned by the College, located at 123 E. Grace, Chariton, Iowa**

Bill Meck, Treasurer/CFO, reported that he has received two bids on the building in Chariton, Iowa. Dance Expressions put forth a full price offer of \$87,500 and the bid was accepted. The other bidder will be able to bid on the property if they so desire. A notice will go out in the paper that we are accepting bids and the minimum bid is \$87,500. There is a time frame for bids to be received and if other bidders come forth it will be opened up for a rebid. This will happen before the March meeting.

**Motion**

It was moved by Beth Danowsky and seconded by Richard J. Gaumer to establish March 12, 2018 at 4:00 p.m.in the Indian Hills Community College Board Room as the date, time, and location for a public hearing on the proposed sale of real property, owned by the College, located at 123 E. Grace, Chariton, Iowa. The motion carried.

**IACCT Report**

Richard J. Gaumer talked about the Condition of Community Colleges and he encouraged board members to read this document. The report has been revised and is easy to read and very informative.

Rich next talked about Community College Work-Based Learning System Supports Future Ready Iowa. Awareness, Exploration, Preparation, Education Training, and Business Partnerships are all work-based learning initiatives

essential for moving the Future Ready Iowa agenda forward. Iowa Skilled Worker & Job Creation Fund talks about Iowa's Community Colleges' working together for the future of Iowa and offers training and skill development for 21<sup>st</sup> century jobs. This is a big part of Kibbie funds. The allocation received by the Department allows Iowa's community colleges to serve an increased number of Iowans from all social and economic backgrounds to help them acquire the skills and industry-recognized credentials needed to secure gainful employment.

Rich reported that the 2018 Community College Day on the Hill is March 6, 2018. He encouraged board members to attend, because talking to Legislators helps us. This will take place in the State Capitol Rotunda – 1<sup>st</sup> Floor. Rich also talked about success through collaboration and coordination and Iowa's 15 locally governed community colleges play vital roles in the economic development of their communities and the state. February 28, 2018 is the Phi Theta Kappa Banquet in Des Moines, Iowa. IHCC will have four students honored. Lastly, Rich talked about the importance of the hand-outs and the information they provide for board members. Future Ready Iowa is an important focus.

The 2018 ACCT Leadership Congress is taking place at the New York Marriott Marquis, Wednesday, October 24<sup>th</sup> to Saturday, October 27, 2018. Rich would like all board members to attend, if at all possible.

### **Personnel Report**

Ms. Kristen Parks, Director, Human Resources, presented the Personnel Report.

### **Motion**

It was moved by Jerry Kirkpatrick and seconded by Beth Danowsky to approve the Personnel Report. The motion carried. The Personnel Report is made a part of these minutes.

### **New Business**

None.

### **President of the College**

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

Rick Fosdyck, Director, Physical Facilities, reported that Tuesday, February 13, the maintenance crew will travel to Centerville and work on the scoreboard at the baseball field. The next week, they will continue work at the softball field. The Press Box has almost been completed and siding will be installed on the dugouts, this will take approximately 3 to 4 days.

#### **B. Approval of the 2022-2023 School Calendar**

Dr. Matt Thompson, Vice President of Academic Affairs and Institutional Research presented the 2022-2023 Indian Hills Community College's school calendar for approval.

### **Motion**

It was moved by Richard J. Gaumer and seconded by Jerry Kirkpatrick to approve the 2022-2023 Indian Hills Community College's school calendar. The motion carried.

### **C. State Funding Update**

Dr. Sprouse, President, reported that originally the Governor's proposal for de-appropriation for the current fiscal year was \$1.8 million and then the Senate came back and increased the amount to \$5.4 million. It was made clear that de-appropriation in the middle of the year is incredibly difficult, for everyone. The House has now proposed a \$500,000 de-appropriation to community college's. This is probably where it will stay for this fiscal year. Until this is settled they will not start on next fiscal year.

### **D. Special Report: Key Performance Indicator Report: Graduate Satisfaction Survey**

Dr. Matt Thompson, Vice President, Academic Affairs and Institutional Effectiveness, presented a PowerPoint reporting on Key Performance Indicators: Graduate Satisfaction Survey. This is a survey that is given to students as they exit the college.

Matt and Academic Dean's get together and look for information that shows potential weaknesses and things that are going well. This survey is being reviewed and will be updated. (PowerPoint Attached)

### **E. Winter Graduation**

Dr. Sprouse stated winter graduation is Tuesday, February 20, 2018. Rich Gaumer will be giving the welcome.

### **F. School Board Appreciation Dinner**

Dr. Matt Thompson, Vice President, Academic Affairs and Institutional Effectiveness, reported that the School Board Appreciation Dinner will be held on April 19, 2018. The two dinners will be combined into one.

### **Closing Remarks**

Dr. Sprouse reported that Executive Council will be in Program Review on Tuesday and Wednesday. Also, Marlene's list of Involvement/Visits in Communities is in the packet.

### **Adjournment**

Board member Alan Wilson moved that the meeting be adjourned. Hearing no objections, Board Vice President Tom Keck adjourned the meeting at 5:30 p.m.

  
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 BOARD PRESIDENT

  
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 BOARD SECRETARY