

MINUTES OF THE BOARD OF TRUSTEES
INDIAN HILLS COMMUNITY COLLEGE

June 11, 2018

The regular Board of Trustees meeting for Indian Hills Community College was held on June 11, 2018, in the Library on the Centerville Campus, Indian Hills Community College, Centerville, Iowa. Board President John Pothoven called the meeting to order at 4:05 p.m.

Roll Call

Members present: Nellie M. Coltrain, Beth Danowsky, Richard J. Gaumer, Tom Keck, Jerry Kirkpatrick, George E. Manning, John Pothoven, and Alan Wilson.

Members absent: Lori Schaefer-Weaton.

Minutes

The minutes of the May 14, 2018 Regular Board Meeting were reviewed.

Motion

It was moved by Nellie M. Coltrain and seconded by Richard J. Gaumer to approve minutes of the May 14, 2018 Regular Board Meeting. The motion carried.

Old Business

None.

Written Communications

None.

Approval of Monthly Claims

Board member Tom Keck 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 Tom Keck and seconded by Nellie M. Coltrain to approve the bills list for the month of May 2018. The motion carried.

Financial Report

Bill Meck, Treasurer/CFO, reported that financials are shown through the month of May. Tuition and Fees Revenues are \$1,575,538 less than a year ago. This year Coast Flight fees are about \$500,000 lower. Therefore, if adjusted, IHCC is \$1,075,000 down in Tuition and Fee Revenue. Local, State, and Federal Support are each up a little from last year. The Other Income line shows an increase of \$325,079. Expenditures: Salaries and Fringes have not changed much since last month, we are down \$979,991 compared to last year. Services cost show down \$75,132, but with Coast Flight, they are up \$425,000. Materials and Supplies are flat and Other Current Expenses are up \$107,800. Overall expenses are down \$966,613 and if Coast Flight is removed, we are down \$466,000. We are \$190,000 different from a year ago in revenue over expense. Restricted Funds 2:

Revenues and Levy Expenditures are comparable to a year ago. Unemployment Compensation has not been paid because we have not received an invoice, or charge through March.

Motion

It was moved by Richard J. Gaumer and seconded by Tom Keck to approve the Financial Report. The motion carried.

Bad Debt Write Off

Bill Meck, Treasurer/CFO, presented an Accounts Receivable Write-Off Summary. Total write offs have been reduced from \$551,862.70 to \$511,039.36. We have recovered \$191,809.21 through May and Bad Debt Collection costs were \$32,623.45. Final numbers are not in this report, for June, but Bill said the numbers would not go up. Our number of accounts is down, but the average cost per account is up. Final Write-Off Total Cost is \$351,853.60.

Motion

It was moved by Jerry Kirkpatrick and seconded by Beth Danowsky to approve the Bad Debt Write-Off for FY18, subject to minor changes. The motion carried.

IHCC Board Annual Art Award

Mark McWhorter introduced Jaci Guthrie of Newton, Iowa. Her wheel-thrown stoneware pottery titled "Of the Sun" was picked as the Annual Art Award. Ms. Guthrie was presented with a \$200.00 monetary gift from the members of the IHCC Board of Trustees and Dr. Marlene Sprouse. The committee, consisting of Richard J. Gaumer, Nellie M. Coltrain and Tom Keck selected this winner from the IHCC Student Art Exhibit.

IACCT Report

Richard J. Gaumer reported that the IACCT Board has not met since our last board meeting. The IACCT Board will be reviewing the lobbyist contracts. Dr. Sprouse and Ms. Newhouse, Iowa Lakes, were charged with visiting with and evaluating the lobbyist contracts. There are two firms of contract lobbyist, Fitzgerald & Smith and Cope & Murphy. There are also two in-house lobbyist, Dave Palmer, Educational Policy and Lori Wolfe, Workforce. Rich thinks our lobbyists are credible and professional.

Rich Gaumer, John Pothoven, Dr. Sprouse, and Dr. Thompson will be traveling to Mason City for the 2018 IACCT Conference. Four priorities of focus are: 1) reserve local control, 2) if state revenues go up, state general aid should go up by the same percentage. 3) Workforce training and keeping the training done by community colleges, not centralizing the training and 4) independent determination in regards to revenue. IHCC was the first college who moved to the TIAA Retirement Plan and it has went smooth.

The Political Action Committee has asked that each community college raise \$2,000, so Rich will be writing a letter to each board member.

Personnel Report

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

Motion

It was moved by Nellie Coltrain and seconded by Tom Keck to approve the Personnel Report. The motion carried. The Personnel Report is made a part of these minutes.

2018-2019 Academic Year Salary/Fringe Benefits Proposal

Kristen Parks, Director, Human Resources, reported on salaries and fringe benefits for 2018-2019. Bill, Marlene and Kristen met with the Budget Committee and proposed a 2.1% salary increase. The state high is 3.75% and state low is .63%. There will be no employee increase for health insurance. Kristen showed a PowerPoint of the past 5-years of wages and fringe benefits (attached).

Kristen asked the board to approve a 2.1% salary increase.

Motion

It was moved by Richard J. Gaumer and seconded by Alan Wilson to approve the 2018-2019 Academic Year Salary/Fringe Benefits. The motion carried.

New Business

None.

President of the College

A. Facilities Report

Bill Meck, Treasurer/CFO, started on the Centerville Campus. IHCC received the Rathbun Solid Waste Commission grant for \$19,000. This grant is to convert lighting to LED. The total cost will be \$38,000 and Bill will have all the buildings converted to LED except for the Industrial Education Building. This building needs more than just lighting and it will be tackled at a later date. Some furniture will be purchased for Centerville and the roof needs replaced on the Success Center. North Campus-the large building project is moving forward. There has been a delay for the precast concrete delivery date. A Truck Driving simulator was purchased for the Truck Driving Program. Ottumwa Campus-working on the Net Center floor and wall replacement. Some Arts and Sciences windows will be replaced as well as purchasing some new furniture and room 222 will be converted into a Testing Lab. The Board Room will be updated. Flooring, ceiling, lighting, and paint. At the beginning of the new fiscal year, a new smaller boiler will be purchased. When this is installed, the large boiler can be discarded. The Courtyard project is ongoing and a Student Space will be built in Appanoose. Hoping to move forward with electronic locks in Wapello, Oak, Keokuk and Mahaska dormitories. A facilities meeting is Tuesday, June 12 at 7:30 a.m.

B. Special Report: RMA Armament-King of Armor

Joe Starceвич, Dean, Centerville Campus, introduced Blake Waldrop, Chief Executive Officer, RMA Armament-King of Armor. RMA Armament was founded by Blake, a former Marine and Police Officer. After the loss of a fellow Marine in 2005, Blake began to understand the need for life-saving body armor.

When his military service ended, Blake graduated from the Wyoming Law Enforcement Academy and was a sworn officer until 2013. Because of his background, Blake has dedicated his life and his company to protect those in

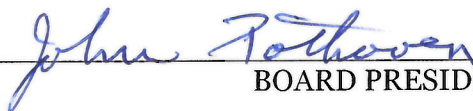
uniform with body armor that's stronger, lighter and more affordable. RMA did something unique; took the concept of a body armor plate and made changes to every detailed part. Materials, adhesives, and ceramic materials were all changed. Every part was analyzed and made better through science and chemistry. The end result was a record breaking ballistic plate that out performs every competitor in the industry.

Closing Remarks

Dr. Sprouse's list of Involvement/Visits in Communities is in the packet. The first HillsFest was Saturday and it was very well received. A mini HillsFest may take place on the Centerville Campus before fall term begins. Executive Council Retreat is July 2 & 3, 2018. Music on the Green was excellent on Sunday.

Adjournment

Board member Nellie M. Coltrain moved that the meeting be adjourned. Hearing no objections, Board President John Pothoven adjourned the meeting at 5:25 p.m.



BOARD PRESIDENT



BOARD SECRETARY