

MINUTES OF THE BOARD OF TRUSTEES
INDIAN HILLS COMMUNITY COLLEGE

September 12, 2022

The regular Board of Trustees meeting for Indian Hills Community College was held on September 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 4:02 p.m.

Roll Call

Members present: Ms. Nellie M. Coltrain, Ms. Beth Danowsky, Mr. Richard J. Gaumer, Ms. Katie Nichols, Mr. Riley Sheetz, Ms. Amy Webber, and Ms. Lori Yates.

Zoom/Phone

Mr. Jerry Kirkpatrick (4:03) and Mr. Alan Wilson (4:05).

Members absent:

Approval of Agenda

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

Approval of Minutes

The minutes of the August 8, 2022, Regular Board Meeting were reviewed.

Motion

It was moved by Ms. Nichols and seconded by Ms. Yates to approve the August 8, 2022, Regular Board Meeting minutes as read. The motion carried unanimously.

Unfinished Business

None.

Establish October 10, 2022 at 4:00 p.m., Regular Board Meeting, in the Perkins Conference Room, Indian Hills Community College, 525 Grandview Avenue, Ottumwa, Iowa 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 Indian Hills Centerville Campus Academic Building Package.

Motion

It was moved by Ms. Danowsky and seconded by Ms. Coltrain to establish October 10, 2022 at 4:00 p.m., Regular Board Meeting, in the Perkins Conference Room, Indian Hills Community College, 525 Grandview Avenue, Ottumwa, Iowa 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 Indian Hills Centerville Campus Academic Building Package.

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Approval of Monthly Claims

Board member Ms. Coltrain 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. Coltrain and seconded by Mr. Sheetz to approve the monthly claims for the month of August 2022. The motion carried unanimously.

Investment Policy

The investment policy sets clear guidance and limitations on how our College funds are to be invested and aligns with Iowa Code Chapters 12b & 12C. Our policy has three objectives: Safety and preservation of our principal is our first priority, liquidity and ensuring we have the necessary liquidity to meet our expected liabilities and Return. These objectives align with Section 12B of the Iowa Code.

Motion

It was moved by Ms. Nichols and seconded by Ms. Webber to approve the Investment Policy. The motion carried unanimously.

FY22 Financial Report (Unaudited)

Ms. Taren Ferguson, Chief Financial Officer, presented the FY22 Financial Report (Unaudited): Revenue: Revenue, overall, was lower by \$183,884 due to drawing down less CARE's dollars than the prior year. Tuition & Fees ended up \$385,018 higher than the previous year due to how we processed high school discounts. State Support was higher by \$391,658 due to SGA as anticipated. Federal Support was down \$88,998 due to federal work study being moved to Fund 2. Other income was down \$901,141 due to drawing down significantly less CARE's dollars.

Expenses: Overall, expenses are lower by \$178,457. Salaries & fringe were higher as anticipated by \$172,847. Services were up \$195,919 from the prior year due to Election costs, an increase in maintenance, and repair costs and an overall 20% increase in utilities for the year. Material and supplies were up due to increased mileage as staff were willing to travel more to conferences, meetings, etc. In addition, material and supply costs increased and vehicle materials.

Fund 2 – Revenues were higher mainly due to insurance levy funding. Expenses – we did end up expensing all of the capital equipment levy as all items were received by 6/30. Property insurance was much higher due to higher premiums and larger OEPI submissions. We are staying on top of fixing our equipment and conducting preventative maintenance to ensure our equipment is operating smoothly.

Resolution Naming Depositories

Ms. Taren Ferguson, Chief Financial Officer, reported one change on the Resolution Naming Depositories and Limits. The dollar amount limits are staying the same as approved on May 9th, 2022, but Great Western Bank was acquired by First Interstate Bank and transitioned later in May. That depository name change is reflected in this resolution.

Mr. Gaumer asked for a motion and a second to approve the Resolution Naming Depositories.

Motion

It was moved by Ms. Yates and seconded by Ms. Danowsky to approve the name change from Great Western Bank to First Interstate Bank. The motion carried unanimously.

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IACCT Report

Mr. Rich Gaumer reported that the IACCT board met the 1st of September. The primary activity was finalizing legislative priorities, board members should receive brochures with the legislative priorities in the mail. Board members identified that last year the ask was a 14 million dollar increase in state general aid. The consensus was that amount was too aggressive and it will be scaled back to 8.75 million dollars this year.

Board members who have not attended the Phi Theta Kappa Awards Banquet should try to attend. Phi Theta Kappa and a couple foundations are putting together an advertising campaign for community colleges. The brochure is generic, but it talks about community college's and affordability and quality.

IACCT received a clean audit. IACCT is looking for a new bookkeeping firm due to a retirement. The Association of Community College Trustees (IACCT) has changed the name to Community Colleges of Iowa and everyone should be using the new name.

TIAA has changed the name to Fast Track. Mr. Gaumer stated that IACCT gets a lot of money back from TIAA to be used administering programs. IACCT members have voted to return \$750,000 to the colleges through a distribution formula. IACCT's consultant will go to TIAA and try to collect fees.

Personnel Report

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

Motion

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

New Business

Dr. Thompson reported that Thursday, September 8, 2022 student counts were up .4% and today we are down .02%, which is equivalent to one student. We are down about 142 credit hours, which is .6%. Employees are contacting students to see if they have attended class and if they plan to attend class. So, we are essentially flat. Ms. Kelley will bring the fall enrollment report to the October board meeting.

President of the College

A. Facilities Report

Dr. Brett Monaghan reported that the North Campus maintenance shed is being erected. Materials for the North Campus Roof Project should be delivered to campus this week. Ms. Ferguson has been looking at specs for two new boilers for the North Campus.

Floor covering for the Library has been delivered to campus and will be installed in the next couple of weeks. Demolition for Criminal Justice will begin the week of September 19, 2022.

Trustee Hall has been having HVAC problems, so that building may need a new system installed and Keokuk/Mahaska hasn't had windows replaced, because when the materials were delivered to Yates and Yates it was damaged.

Mr. Luke Trewin, Story Construction, created a "pedestrian walking plan" for students in Centerville. A large area of campus has been fenced off, so students and employees will not walk in construction zones where excavation continues. An 18-foot bridge is also being constructed and it will be completed on Tuesday, September 12, 2022.

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Mr. Luke Trewin, Story Construction, reported that the pre-bid meeting last week went well. There was good participation and more interested contractors for the concrete and general construction packages.

Fine Arts Update

Dr. Jennifer Boyenga, Department Chair, Arts and Sciences reported that programs under Performing and Visual Arts are: Visual Art/Art Education, Interactive Media, Photography, Theatre/Theater Education, and Music/Music Education. Enrollment is significantly up in classes that were previously low in numbers. (Choir-39 members, Voice lessons-18 members, Jazz Band-17 members, etc.)

Music on the Green was Thursday, September 8, 2022 and was hosted at the Marge Dodd Stage and the performance was A Little Bit of Everything. On Tuesday, September 13, 2022 Diana Upton-Hill will be performing, and on Wednesday, September 21, 2022 Ted Stockton will perform. All performances are on the Marge Dodd stage and free admission.

Dr. Boyenga presented a PowerPoint slide showing all community partnerships. Ottumwa Community Schools, Fairfield Arts Association, Heartland Humane Society, and Eldon Gothic Day, are just a few (15). Some community partnerships for Performing Arts are: Twin Cedars High School Drama Club, Pekin High School Drama Club, and Ottumwa Community Players (39).

Closing Comments

Dr. Thompson reminded board members that our Joint Board meeting with the AEA will follow the board meeting in the Indian Hills Studio.

Mr. Gaumer signed Dr. Thompson's contract today and will send a copy to all board members.

Dr. Thompson reminded board members that Board Retreat will be the evening of November 6, 2022 and the day of November 7, 2022 in Oskaloosa.

Adjournment

Board member Ms. Nellie Coltrain moved that the meeting be adjourned. Hearing no objections Mr. Gaumer adjourned the meeting at 4:56 p.m.



BOARD PRESIDENT



BOARD SECRETARY