



## Board of Trustees : Meeting Minutes

Minutes for the Regular meeting of the Board of Directors of  
Iowa Western Community College

January 13, 2020 | 2:00pm

### CALL TO ORDER

The Regular Meeting of the Board of Trustees of Iowa Western Community College was held at 2:00 pm on Monday, January 13, 2020, on the Council Bluffs Campus.

The meeting was called to order by President Brent Siegrist.

### ROLL CALL

Members present: Stan Sibley, Scott Robinson, Brent Siegrist, Scott Williams, Kirk Madsen, Connie Hornbeck and Randy Pash. Absent: John McBride and Dr. John Marshall. Also present: Dr. Dan Kinney, President of the College; Erin McKee, Board Secretary; Eddie Holtz, Board Treasurer; Kim Henry, Don Kohler, Molly Noon, Mark Stanley and Dr. Marjorie Welch.

### APPROVE AGENDA

Item 8.02 Approval of Childcare Center Rates was removed from the agenda.

The Executive Session was moved up on the agenda before Item 8.06 Approval of Contract for Consulting Services

PTA Program Update was added to the agenda.

Motion was made by Mrs. Hornbeck, seconded by Mr. Madsen, to approve the agenda. All aye votes were recorded. Motion carried.

### APPROVE MINUTES

Motion was made by Mrs. Hornbeck, seconded by Mr. Williams, to approve the minutes of the Regular Board Meeting held on December 16, 2019, as presented. All aye votes were recorded. Motion carried.

Motion was made by Mr. Pash, seconded by Mr. Robinson, to approve the minutes of the Special Board Meeting held on January 3, 2020, as presented. All aye votes were recorded. Motion carried.

### MONITORING INFORMATION ABOUT COLLEGE OPERATIONS

#### ***President's Report***

Dr. Dan Kinney, President of the College, reported on the following:

- Hawkins Construction has mobilized on campus and are preparing to begin work on the steam line replacement.

#### ***IACCT Report***

**CONSENT  
AGENDA**

There was not IACCT Report this month.

Motion was made by Mr. Robinson, seconded by Mr. Pash, to approve the Consent Agenda as presented. All aye votes were recorded. Motion carried.

***Personnel Report***

Eddie Holtz, presented the Board with the Personnel Report.

New employees include: Whitney Heinold, Director of Campus Life and Community Standards; Maegan Drummond, Instructor of Nursing; Michael Mason, Assistant Director of Safety and Security; Emily O'Rourke, Coordinator of Sexual Violence Prevention and Programming; April Follmer, Mental Health Practitioner

Employees leaving include: Hannah Tangeman, Student Care Coordinator; Connie Jones, Instructor of Computer Information Technology

***Financial Report***

Eddie Holtz, Vice President of Finance, presented the Board with the Financial Summary. Highlights from the report include:

- Property Tax Valuations - We have received the property tax valuation reports from all 13 county auditors, with the exception of Monona County, for the FY21 budget process. All received counties reported increases ranging from a low of 0.23% (Adair) to the high of 12.13% (Audubon). Pottawattamie County has topped \$5.1 billion at \$5.105 billion, which accounts for almost 50% of total valuations but was only up 0.90% this year. This is the smallest percentage increase for Pottawattamie in over 15 years.
- Moody's Investors Services assigned an Aa1 rating to Iowa Western Community College for both General Obligation Refunding Bond sale. The Aa 1 rating is tied for the highest rating in the state for community colleges. Moody's mentioned that the college's outlook on the ratings remain stable. I have attached Moody's Credit Opinion to this summary.

**ACTION ITEMS**

**Public Hearing: KIWR FY19 Year End Operations and Audit Report**

Motion was made by Mr. Madsen, seconded by Mr. Williams, to enter into a public hearing for the KIWR FY19 Year End Operations and Audit Report. All aye votes were recorded. Motion carried.

*The Board entered into a Public Hearing at 2:19pm.*

***KIWR FY19 Operations Report***

Don Kohler, Vice President of Marketing and Public Relations, presented

the Board with the FY19 KIWR Operations Report. Highlights from the report include:

- KIWR continues to rank high on the Nielson rankings. Don shared that KIWR is ranked first with men ages 18-34 during the Monday through Friday 6:00am to 10:00am time slot.
- KIWR continues to be active in the community, delivering Public Service Announcements during FY19 for numerous non-profit organizations and their events.
- Kori Nelson, Director of Development for the Midlands Humane Society (MHS), addressed the Board to talk about the partnership between Iowa Western, 89.7 the River and the Midlands Humane Society. 89.7 the River helps promote adoptable animals and MHS events on air, on their website and social media.
- The station also covers several college athletic events along with promoting academic programs, HiSET and Continuing Education programs. They will also be added programming to promote Future Ready Iowa and the Last Dollar Scholarship.

#### *KIWR FY19 Audited Financial Report*

Eddie Holtz, Vice President of Finance, presented the Board with the KIWR FY19 Audited Financial Report prepared by Denman & Company, LLP.

Motion was made by Mr. Sibley, seconded by Mr. Williams, to enter into Regular Session. All aye votes were recorded. Motion carried.

*The Board entered into Regular Session at 2:40pm.*

#### **Approval of the 2020 Master Facilities Plan**

Motion was made by Mr. Robinson, seconded by Mr. Williams, to approve the 2020 Master Facilities Plan as presented. All aye votes were recorded. Motion carried.

#### **Resolution Directing the Sale of \$7,800,000 General Obligation School Refunding Bonds, Series 2020A**

Motion was made by Mr. Robinson, seconded by Mr. Pash, to approve the resolution directing the sale of \$7,800,000 General Obligation School Refunding Bonds, Series 2020A. A roll call vote was taken. All aye votes were recorded. Motion carried.

#### **Resolution Authorizing the Redemption of Outstanding General Obligation School Bonds Series 2014**

Motion was made by Mrs. Hornbeck, seconded by Mr. Madsen, to approve the resolution authorizing the redemption of the General Obligation School Bonds Series 2014. A roll call vote was taken. All aye

**EXECUTIVE  
SESSION**

votes were recorded. Motion carried.

Motion was made by Mr. Williams, seconded by Mr. Madsen, to enter into a closed session to evaluate the professional competency of an individual or individuals whose appointment, hire and performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual’s reputation. All aye votes were recorded. Motion carried.

*The Board entered into an Executive Session at 2:55pm.*

Motion was made by Mrs. Hornbeck, seconded by Mr. Robinson, to enter into Regular Session. All aye votes were recorded. Motion carried.

*The Board entered into Regular Session as 3:20pm.*

**ACTION ITEMS  
CONTINUED**

**Approval of Contract for Consulting Services**

Motion was made by Mr. Pash, seconded by Mr. Robinson, to approve the contract with the Association of Community College Trustees (ACCT) for an Executive Search. All aye votes were recorded. Motion carried.

The Board will plan to meet with the search committee in February. After meeting they will decide on what timeframe works best. Dr. Kinney has agreed to stay past August 31<sup>st</sup> if needed.

**MONITORING  
INFORMATION  
ABOUT COLLEGE  
OPERATIONS**

**PTA Program Update**

Dr. Kinney shared with the Board that an adjunct instructor has been hired to teach the spring course. Her name is Jennifer Debus and she came from industry.

**ADJOURNMENT**

Motion was made by Mr. Sibley, seconded by Mr. Robinson, to adjourn. All aye votes were recorded. Motion carried.

*The meeting adjourned at 3:31pm.*

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Brent Siegrist, Board President

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Erin McKee, Board Secretary