



# April | Meeting Minutes

NIACC Board of Directors

North Iowa Area Community College

4/16/2026 5:00 PM

NIACC Campus | 500 College Dr. Mason City, IA 50401

## I. Preliminary/Information Items

### A. Call to Order and Declaration of Quorum

President Julseth called the meeting to order at 5:01 PM. A quorum was declared with the following people in attendance:

#### Members Present:

|                        |                         |                 |
|------------------------|-------------------------|-----------------|
| 1-David Steffens       | 2- Kurt Herbrechtsmeyer | 3 – Mark Paca   |
| 4- John Rowe           | 5- Willie Weis          | 6- Andy Julseth |
| 7- Stephanie Nettleton | 8- Debra Hill           |                 |

**Members Absent:** Nicki Prantner

**Executive Officer:** Joel Pedersen

**Board Secretary:** Abby Donald

**Board Treasurer:** Mindy Eastman

**Visitors:** Patti Hanson, Dr. Laurel Klinkenberg, Dr. Rachel McGuire.

The regular meeting of the NIACC Board of Directors was recessed at 5:01 PM. A motion was made to open the FY2027 Public Budget Public Hearing. Motion moved by Director Steffens and seconded by Director Nettleton. Ayes all. Motion carried.

#### 1. Public Hearing for FY2027 Public Budget

President Julseth asked if anyone wished to speak regarding the FY2027 Public Budget. No correspondence was received, and no one wanted to speak. A motion was made by Director Steffens, seconded by Director Weis, to close the FY2027 Public Budget Hearing and open the Public Hearing for the Utilities Project. Ayes - all. Motion carried.

#### 2. Public Hearing for Utilities Project

President Julseth asked if anyone wished to speak regarding the Utilities Project. No correspondence was received, and no one wanted to speak.

President Julseth asked for a motion to close the Utilities Project Public Hearing. Motion moved by Director Weis and seconded by Director Steffens. Ayes - all. Motion carried. The regular Board meeting reconvened at 5:02 PM.

B. Additions to the Agenda and Adoption of the Agenda

President Julseth asked for a motion to adopt the agenda. Motion moved by Director Nettleton and seconded by Director Herbrechtsmeyer. Ayes - all. Motion carried.

C. Appointment of Board Candidate to Fill District III Vacancy

President Julseth asked for a motion to appoint Mark Paca as trustee to fill the District III vacancy. Motion moved by Director Steffens and seconded by Director Herbrechtsmeyer. Ayes - all. Motion carried.

D. Oath of Office

Abby Donald administered the Oath of Office to Mark Paca. President Julseth and the other Board members congratulated Mark Paca.

II. Board Items

A. Community Colleges for Iowa Report

Director Hill reported the following: - ▪ The Community Colleges for Iowa Board did not meet last month ▪ Director Hill will attend a board retreat in May. ▪ The summer trustee conference is in Marshalltown in July. The trustee conference may move to December after this year. ▪ Director Hill encouraged everyone to keep up with Quorum and writing to our legislators. ▪ Bob Jennings is the new state rep for ACCT.

B. Legislative Report

President Pedersen reported that contacts with legislators are important to ensure that the Community College's voices are heard. Property taxes are complicated, and legislators may not understand the impact on community colleges.

C. Reminder: NIACC Commencement May 1, 2026

Abby Donald reminded Board members that NIACC commencement ceremonies will be held on Friday, May 1, 2026. The Health Sciences Ceremony begins at 3:00 PM, Career & Technical at 5:00 PM, and Arts and Sciences at 7:00 PM.

D. Board Member Forum

Director Hill reported that the road construction season is underway in Garner.

E. Agenda Items for May Board Meeting

No agenda items were requested.

III. Consent Agenda

President Julseth asked if anyone would like to discuss or remove items from the Consent Agenda. President Julseth asked for a motion to approve the consent agenda. Motion moved by Director Steffens and seconded by Director Weis. Ayes - all. Motion carried

A. Approval of Minutes

Workshop meeting minutes and regular meeting minutes from March 19, 2026

1. Workshop and Board Meeting Minutes - March 19, 2026

B. Financial Report and Actions

1. Bills for the Month of March 2026 and Budget Statements through March 31, 2026

Director Steffens reviewed the bills and found them to be in order.

2. Third Quarter Investment Report

C. Personnel Items

The personnel recommendations were included in the board packet.

1. Retirements, Resignations, and Terminations | Authorizations | Appointments | Other

D. Action Items

IV. Action Items

A. Request for Approval of FY2027 Public Budget

A copy of the FY2027 Public Budget from Mindy Eastman was included in the Board book. President Julseth requested a motion to approve the FY2027 Public Budget. Motion moved by Director Steffens and seconded by Director Nettleton. Ayes- all. Motion carried.

B. Request Approval of Utilities Project Bid Award

Mindy Eastman reported that three bids were received for the utilities project. The low bid of \$445,800 was from Popp Excavating of Osage. President Julseth asked for a motion to approve the bid award for the utilities project. Motion moved by Director Rowe and seconded by Director Steffens. Ayes - all. Motion carried.

C. Request Approval of Utilities Project Contract

A memorandum from Mindy Eastman was included in the Board book requesting approval for the contract with Popp Excavating for the utilities project. President Julseth asked for a motion to approve the utilities project contract. Motion moved by Director Rowe and seconded by Director Weis. Ayes - all. Motion carried.

D. Request for Approval of Pumphouse Underground Work

A memorandum from Mindy Eastman was included in the board book requesting approval of the proposal for underground work for the pumphouse. Two proposals were received, with Henkel Construction having the lowest at \$41,700.00. President Julseth asked for a motion to approve the pumphouse underground work. Motion moved by Director Nettleton and seconded by Director Hill. Ayes - all. Motion carried.

E. Request to Approve Design Partnership Agreement with Bergland + Cram for Dental Hygiene Building

A memorandum from Mindy Eastman was included in the board book requesting approval of the design partnership agreement with Bergland + Cram for the dental hygiene building. President Julseth asked for a motion to approve the design partnership agreement for the dental hygiene building. Motion moved by Director Rowe and seconded by Director Weis. Ayes - all. Motion carried.

F. Request to Approve Design Partnership Agreement with Bergland + Cram for Auditorium Support Space Renovations.

A memorandum from Mindy Eastman was included in the board book requesting approval of the design partnership agreement with Bergland + Cram for auditorium support space renovations. President Julseth asked for a motion to approve the design partnership agreement for auditorium support space renovations. Motion moved by Director Weis and seconded by Director Steffens. Ayes - all. Motion carried.

G. Request for Approval of Campus Security Contract

A memorandum from Mindy Eastman was included in the board book requesting approval of the campus security proposal with Per Mar Security. President Julseth asked for a motion to approve the campus security contract. Motion moved by Director Steffens and seconded by Director Hill. Ayes - all. Motion carried.

H. Request for Approval of Service Agreement with Baker Group

A memorandum from Mindy Eastman was included in the board book requesting approval of the service agreement with Baker Group. President Julseth asked for a motion to approve the service agreement with Baker Group. Motion moved by Director Steffens and seconded by Director Nettleton. Ayes - all. Motion carried.

I. Request for Approval of Contract with Top 20 Training, LLC

A memorandum from Mindy Eastman was included in the board book requesting approval of the agreement with Top 20 Training, LLC. President Julseth asked for a motion to approve the agreement with Top 20 Training, LLC. Motion moved by Director Nettleton and seconded by Director Hill. Ayes - all. Motion carried.

J. FY26 Major Purchase Request

A memorandum from Mindy Eastman was included in the board book requesting approval of the FY26 major purchase request. The items included the following:

- Trojan Sign for pumphouse - \$15,000
- Building Trades Lab Equipment Franklin County Center - \$145,000
- Welding Lab equipment Franklin County Center - \$500,000

President Julseth asked for a motion to approve the FY26 Major Purchase Request. Motion moved by Director Steffens and seconded by Director Weis. Ayes - all. Motion carried.

K. Iowa Industrial New Jobs Training 260E- Preliminary Agreement

1. Dimensional Graphics Corporation

A memorandum from Patti Hanson was included in the board book asking for approval of a Preliminary Iowa New Jobs Training 260E Agreement with Dimensional Graphics Corporation of Mason City. The preliminary agreement was signed on January 8, 2026. Additional new

job training information will be developed as the company finalizes its hiring and training plans. President Julseth asked for a motion to approve the Iowa Industrial New Jobs Training 260E Preliminary Agreement with Dimensional Graphics Corporation. Motion moved by Director Steffens and seconded by Director Hill. A roll call vote was taken:

|                          |                               |                        |
|--------------------------|-------------------------------|------------------------|
| Director Steffens - Yes  | Director Herbrechtsmeyer- Yes | Director Paca - Yes    |
| Director Rowe - Yes      | Director – Weis- Yes          | Director Julseth - Yes |
| Director Nettleton - Yes | Director Hill - Yes           |                        |

V. Additions to the Agenda

There were no additions to the agenda.

VI. President's Report

- President Pedersen reported: ▪ shared appreciation to Patti Hanson for her leadership at the state level in advocating for the 260E program. ▪ Joel plans to meet with Charlie MacNider to discuss plans for the MacNider property next week.

VII. Adjournment

Director Julseth asked for a motion to adjourn. Motion moved by Director Hill and seconded by Director Steffens. The meeting adjourned at 5:33 PM.

Respectfully submitted,

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Andy Julseth, President  
NIACC Board of Directors

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Abby Donald, Board Secretary  
NIACC Board of Directors