

MINUTES
NORTH IOWA AREA COMMUNITY COLLEGE BOARD OF DIRECTORS
Regular Board Meeting | August 21, 2025

HELD: 6:00 p.m. NIACC Campus – Pierce Administration Building – Room 100 | 500 College Drive, Mason City, IA

1.0 Preliminary/Information Items

A. Call to Order and Declaration of Quorum –Vice President Julseth called the meeting to order at 6:01 p.m. A quorum was declared with the following persons in attendance.

MEMBERS PRESENT: 1 - David Steffens, Jr., Lake Mills
 3 – David Moore, Clear Lake
 4 - John Rowe, Mason City
 5 - Doug Krabbe, Osage
 6 – Andy Julseth, Northwood
 7 – Stephanie Nettleton, Mason City
 9 – Nicki Prantner, Hampton

MEMBERS ABSENT: 2 - Cathy Rottinghaus, Charles City
 8 – Debra Hill, Garner

EXECUTIVE OFFICER: Joel Pedersen

BOARD SECRETARY: Mindy Eastman

RECORDING SECRETARY: Abby Donald

VISITORS: ♦ Greg Bailey, CIO/Director of Enterprise Applications
 ♦ Ryan Flickinger, Director of Athletics
 ♦ Patti Hanson, VP of Continuing Education
 ♦ Dr. Candi Karsjens, Director of John Pappajohn Entrepreneurial Center
 ♦ Dr. Laurel Klinkenberg, VP of Student Development and Success
 ♦ Dr. Rachel McGuire, VP of Student Services

B. Additions to the Agenda and Adoption of the Agenda—Director Nettleton moved, seconded by Director Steffens, to adopt the agenda. Ayes—all. The motion carried.

2.0 Board Items

A. Community Colleges for Iowa Update – ♦ President Pedersen provided the following update:
♦ Joel will be in Des Moines next Wednesday for a meeting with the Iowa community college presidents.

B. Legislative Report - ♦ President Pedersen reported on the following: ♦ On October 31, a meeting will be held to present to the House on Community Colleges offering bachelor's

degrees. ♦ Iowa DOGE came out with 45 recommendations, including changes to IPERS, teacher compensation, and administrative costs for 260 programs.

C. Joint Board Meeting | Thursday, September 18, 2025 - The joint board meeting will be held on Thursday, September 18, 2025, beginning at 7:00 PM in the Activity Center. The regular Board meeting will occur at 5:00 PM in the board room.

D. Board Member Forum – No reports.

E. Agenda Items for September Board Meeting – No agenda items were requested

3. CONSENT AGENDA – Vice President Julseth asked if anyone would like to discuss or remove items from the Consent Agenda. A motion was made by Director Moore and seconded by Director Krabbe to approve the Consent Agenda as presented. Ayes-all. Motion carried.

A. Approval of Minutes

- I. Workshop Meeting Minutes and Regular Meeting Minutes – July 17, 2025

B. Financial Report and Actions

- I. Bills for July 2025 and Budget Statements through July 31, 2025 – Director Prantner reviewed the bills this month and found them to be in order.
- II. Year-End Financial Reports

C. Personnel Items – The personnel recommendations were included in the Board book.

- I. Retirements, Resignations, Terminations, Authorizations, Appointments, Other

D. Action Items

- I. 2025– 2026 Waypoint Medical Nursing Contract
- II. John V. Hanson Center Maintenance Agreement
- III. NIACC Career Center in Charles City Maintenance Agreement

4.0 Action Items

A. Iowa Industrial New Jobs Training 260E – Preliminary Agreements

I. WoodHarbor Custom Cabinetry

A memorandum from Patti Hanson was included in the Board book asking for approval of a Preliminary Iowa New Jobs Training 260E Agreement with WoodHarbor Custom Cabinetry of Mason City. The Preliminary Agreement was signed on July 14, 2025. Additional new job training information will be developed as the company finalizes its hiring and training plans. A motion was made by Director Rowe and seconded by Director Krabbe to approve the following resolution:

Resolution Approving the Preliminary Industrial New Jobs Training Agreement for WoodHarbor Custom Cabinetry

The roll was called, and the vote was:

Director Steffens - Yes

Director Moore – Yes

Director Krabbe – Yes

Director Julseth – Yes

Director Prantner - Yes

Director Rowe – Yes

Director Nettleton – Yes

Yes – 7; No – 0 Absent -2; Motion carried.

B. Request for Approval of 28E Agreement with Garner-Hayfield-Ventura Community School District

A memorandum from Dr. Klinkenberg was included in the Board book requesting approval of the 28E agreement with Garner-Hayfield-Ventura Community School District to share the services of Tony Englin for the 2025-2026 school year. A motion was made by Director Steffens and seconded by Director Prantner to approve the 28E sharing agreement with Garner-Hayfield-Ventura Community School District for Tony Englin. Aye-all. Motion carried.

C. Board Policy Addition 2.24 | Incident Management Policy | Second Reading

A memorandum from Greg Bailey was included in the Board book requesting the adoption of the Incident Management Policy as Board Policy. A motion was made by Director Rowe and seconded by Director Steffens to approve the addendum to Board Policy 2.24 Incident Management Policy.

D. Request for Approval of Innovation Management Software

A memorandum from Dr. Candi Karsjens was included in the Board book requesting approval to purchase Innovation Management Software. A motion was made by Director Prantner and seconded by Director Nettleton to approve the addendum to Board Policy 2.24 Incident Management Policy.

E. Request for Approval of FY2026 Major Purchase Requests – A memorandum from Mindy Eastman was included in the Board book requesting approval of the FY2026 Equipment Request. The items include the following:

Locker Room Upgrades - \$40,403

Lawnmower - \$29,600

John Deere Gator - \$27,500

STEM Technology & Tools - \$19,518.20

Anatomy Models - \$16,670.61

Precision Balance - \$11,186.88

Snap-On Coolant Service Machine - \$3,530	\$7,100
Automotive Program Vehicles - \$60,000	Engine Stands - \$16,419
Snap-On 5 Gas Analyzer - \$2,635.71	Trane Furnace - \$1,709
Air locking toe adjustment plates - \$2,600	Trane air conditioner - \$2,487
Strut Tamer 2 Extreme - \$1,800	Navien boiler parts box - \$1,162
CR-12 Flight Training System - \$88,338	Acu-Rite controllers - \$60,000
CRX-MAX Flight Training System - \$91,794	PC DMIS installation - \$12,000
Skid Steer w/ forks & Bucket - \$75,000	Down draft tables - \$21,900
Cordless rebar tier - \$2,700	Welders - \$18,000
New Truck (Diesel) - \$35,000	CNC plasma cutting table - \$51,000
Touch Screens (Diesel) - \$7,988.52	Rotary draw bender - \$4,999
Trailer (Diesel) - \$15,000	Nucleus Software - \$12,000
Snap-On Cordless Torque Multiplier -	

A motion was made by Director Rowe and seconded by Director Steffens to approve the FY2026 Major Purchases Request. Ayes – all. Motion carried.

F. Request for Approval of FY2026 Working Budget

Mindy Eastman requested approval of the FY26 working budget, which was included in the Board book. Mindy reviewed the budget with the Board members. A motion was made by Director Krabbe and seconded by Director Steffens to approve the FY26 working budget. Ayes – all. Motion carried.

G. Request for Approval to Seek Bids and Set a Public Hearing for Murphy Tech Restroom Remodel

A memorandum from Mindy Eastman was included in the Board book requesting approval to set a public hearing for the Murphy Tech Restroom Remodel. A motion was made by Director Prantner and seconded by Director Nettleton for approval to set the Public Hearing at the Board meeting for September 18, 2025, at 5:00 p.m. Ayes – all. Motion carried.

H. Request for Allocation of Funds for Employee Compensation

A memorandum from Joel Pedersen was included in the Board book requesting approval for the allocation of funds for employee compensation. A motion was made by Director Moore and seconded by Director Steffens for approval to allocate funds for employee compensation. Ayes – all. Motion carried.

5.0 Additions to the Agenda – There were no additions to the agenda.

6.0 President's Report—President Pedersen reported on the following: ♦ professional development week is going well ♦ congratulated Patti Hanson on her promotion to Vice President. ♦ Provided an update on the hiring of the Foundation Director ♦ Laurel will bring new faculty to the September Board meeting. ♦ Joel, Laurel, and the deans are working on potential changes for the career centers for the 2026-2027 school year. ♦ Work continues on the facility master plan and the strategic plan.

7.0 Adjournment—Director Krabbe made a motion, and Director Steffens seconded it to adjourn the meeting. Ayes-all. The motion was carried. The meeting adjourned at 6:56 p.m.

Respectfully submitted,

Cathy Rottinghaus, President
NIACC Board of Directors

Mindy Eastman, Secretary
NIACC Board of Directors