

MINUTES  
NORTH IOWA AREA COMMUNITY COLLEGE BOARD OF DIRECTORS  
Regular Board Meeting | December 18, 2025

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

### 1.0 Preliminary/Information Items

A. Call to Order and Declaration of Quorum – President Julseth called the meeting to order at 6:03 p.m. A quorum was declared with the following persons in attendance.

MEMBERS PRESENT:           1 - David Steffens, Jr., Lake Mills  
                                      2 – Kurt Herbrechtsmeyer, Charles City  
                                      3 – David Moore, Clear Lake  
                                      4 - John Rowe, Mason City  
                                      6 – Andy Julseth, Northwood  
                                      7 – Stephanie Nettleton, Mason City  
                                      8 – Debra Hill, Garner (Zoom)

MEMBERS ABSENT:           5 – Willie Weis, St. Ansgar  
                                      9 – Nicki Prantner, Hampton

EXECUTIVE OFFICER:       Joel Pedersen

BOARD SECRETARY:         Abby Donald

VISITORS:           ♦ Mindy Eastman, Vice President of Finance & Administration-CFO  
                             ♦ Patti Hanson, Vice President-Continuing Education & Economic Development  
                             ♦ Dalila Sajadian, Dean of Health Sciences and STEM

B. Additions to the Agenda and Adoption of the Agenda—Director Steffens a motion, seconded by Director Rowe, to adopt the agenda. Ayes—all.

### 2.0 Board Items

A. Community Colleges for Iowa Update – Director Hill shared the following: ♦ CCFI board met with the new lobbyists and provided forecasts for the upcoming legislative session and the importance of maintaining engagement with legislators ♦ CCFI hired Ryan Roberts as the Director of Government Relations. ♦ The trustee conference will take place at Iowa Valley on July 8<sup>th</sup> and 9<sup>th</sup> this year. ♦ This year marks the 60th anniversary of the Iowa Community College system.

B. Legislative Report—President Pedersen reported on the following: ♦ The revenue estimating committee came out with a revised projection that was better than their last projection. ♦ Discussions were held at the Mason City Chamber meeting with Rep. Bloomingdale and Campbell in attendance regarding the 260 programs. There will be a roundtable on January 9<sup>th</sup> with Reps. Bloomingdale and

Latham, where local businesses can share their experiences with 260 programs. ♦ Will continue to monitor any proposed legislation surrounding community colleges offering bachelor's degrees.

C. Board Member Forum— Director Rowe recognized Dave Steffen's ACCT award.

D. Agenda Items for January Board Meeting – No agenda items were requested.

**3. CONSENT AGENDA**—President Julseth asked if anyone would like to discuss or remove items from the Consent Agenda. Director Nettleton made a motion, seconded by Director Steffens, to approve the Consent Agenda. Ayes-all. The motion carried.

A. Approval of Minutes

- I. Retreat Meeting Minutes, Workshop Meeting Minutes, and Regular Meeting Minutes – November 20, 2025

B. Financial Report and Actions

- I. Bills for November 2025 and Budget Statements through November 30, 2025 – Director Nettleton reviewed the bills this month and found them to be in order.

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

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

D. Action Items

- I. Addendum to the Contract for Educational Services for Concurrent Enrollment Career Link Programs
  - a. Clear Lake Community School District
  - b. Lake Mills Community School District
  - c. Mason City Community School District
  - d. Rudd-Rockford-Marble Rock Community School District
  - e. Saint Ansgar Community School District
  - f. West Hancock Community School District

**4.0 Action Items**

- A. Request for Approval of Design Partnership Agreement with Bergland + Cram – A memorandum from Mindy Eastman was included in the Board book requesting approval of the Design Partnership Agreement with Bergland + Cram for architectural services related to proposed improvements to our athletic facilities. A motion was made by Director Moore, seconded by Director Nettleton, to approve the design partnership agreement. Ayes – all. Motion carried.

B. Request for Approval of 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 include the following:

- Furniture for Franklin County Career Center- \$76,455
- Furniture for Health Sciences Offices - \$32,835

A motion was made by Director Steffens and seconded by Director Hill to approve the FY26 Major Purchase Request. Ayes – all. Motion carried.

C. Request for Approval of Change Orders – Franklin County Career Center: A memorandum from Mindy Eastman was included in the Board book requesting the approval of the change orders for the Franklin County Career Center totaling \$60,172.32. A motion was made by Director Steffens and seconded by Director Nettleton to approve the change orders for the Franklin County Career Center. Ayes-all. Motion carried.

D. Request for Approval of Termination of Lease Agreement with Four Oaks Family and Children’s Services: A memorandum from Joel Pedersen was included in the Board book requesting approval of the termination of the lease with Four Oaks Family and Children’s Services for the MacNider property. A motion was made by Director Hill and seconded by Director Nettleton to approve the change orders for the Franklin County Career Center. Ayes-all. Motion carried.

E. Request for Approval of Lease with Mason City Community School District: A memorandum from Joel Pedersen was included in the Board book requesting approval of the lease with Mason City Community School District for the MacNider property. A motion was made by Director Steffens and seconded by Director Herbrechtsmeyer to approve the change orders for the Franklin County Career Center. Ayes-all. Motion carried.

F. Request for Approval to Execute Consultant Contract: A memorandum from Dr. Laurel Klinkenberg was included in the Board book requesting approval of the consultant contract to provide professional services for the development and accreditation of the Dental Hygiene Program. A motion was made by Director Moore and seconded by Director Nettleton to approve the change orders for the Franklin County Career Center. Ayes-all. Motion carried.

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

**6.0 President’s Report** ♦ President Pedersen shared: ♦ provided an update on the athletic facilities upgrade and thanked the board for their guidance. He emphasized the positive reception from faculty and staff for the athletic improvements, stressing transparent communication. ♦ shared that we expect to have around 13 retirees in the spring, and had one this month.

**7.0 Adjournment**—Director Steffens made a motion, and Director Hill seconded it to adjourn the meeting. Ayes-all. The motion was carried. The meeting adjourned at 6:34 p.m.

Respectfully submitted,

---

Andy Julseth, President  
NIACC Board of Directors

---

Abby Donald, Secretary  
NIACC Board of Directors