

MINUTES  
NORTH IOWA AREA COMMUNITY COLLEGE BOARD OF DIRECTORS  
Regular Board Meeting | July 17, 2025

HELD: 5:00 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 –Vice President Julseth called the meeting to order at 5:02 p.m. A quorum was declared with the following persons in attendance.

MEMBERS PRESENT:           3 – David Moore, Clear Lake  
                                      5 - Doug Krabbe, Osage  
                                      6 – Andy Julseth, Northwood  
                                      7 – Stephanie Nettleton, Mason City  
                                      8 – Debra Hill, Garner  
                                      9 – Nicki Prantner, Hampton

MEMBERS ABSENT:           1 - David Steffens, Jr., Lake Mills  
                                      2 - Cathy Rottinghaus, Charles City  
                                      4 - John Rowe, Mason City

EXECUTIVE OFFICER:       Joel Pedersen

BOARD SECRETARY:       Mindy Eastman

RECORDING SECRETARY:   Abby Donald

VISITORS:                   ♦ Dr. Rachel McGuire, VP of Student Development and Success  
                                  ♦ Dr. Laurel Klinkenberg, VP of Academic Affairs and Student Learning  
                                  ♦ Dr. Laura Wood, Dean of Agriculture and Skilled Trades  
                                  ♦ Mark Greenwood, Associate Chief Information Officer

B. Additions to the Agenda and Adoption of the Agenda –A motion was made by Director Nettleton and seconded by Director Prantner to adopt the agenda. Ayes – all. Motion carried.

**2.0 Board Items**

A. Community Colleges for Iowa Update – ♦ Director Hill shared the following: ♦ Community Colleges for Iowa Summer Trustee Conference was held last week. F3 Law spoke on free speech and AI, and discussed the importance of not replying all to emails to avoid serial meetings. A session discussed a checklist for new board members and advice for advocacy. Dave Steffens was recognized for 25 years of service as a trustee.

B. Legislative Report - ♦ President Pedersen reported that there will be new leadership in the state house. ♦ Joel will meet with legislators before the session begins.

C. Board Member Forum – Director Prantner shared her excitement for the Franklin County Center groundbreaking.

D. Agenda Items for August 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 Hill and seconded by Director Krabbe to approve the Consent Agenda. Ayes-all. Motion carried.

A. Approval of Minutes

- I. Workshop Meeting Minutes and Regular Meeting Minutes – June 19, 2025

B. Financial Report and Actions

- I. Bills for June 2025 and Budget Statements through June 30, 2025 – Director Julseth reviewed the bills this month and found them in order.
- II. Fourth Quarter Investment Report

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 Contract for Educational Services for Concurrent Enrollment Career Link Programs & Courses
  - a. Belmond-Klemme Community School District
  - b. Charles City Community School District
  - c. Clear Lake Community School District
  - d. Central Springs Community School District
  - e. Forest City Community School District
  - f. Hampton Dumont Community School District
  - g. Lake Mills Community School District
  - h. Mason City Community School District
  - i. North Iowa Community School District
  - j. Northwood-Kensett Community School District
  - k. Osage Community School District
  - l. Saint Ansgar Community School District
  - m. West Fork Community School District
  - n. West Hancock Community School District
- II. 2025–2026 Contract for Educational Services for Provisions of an Entrepreneurship Academy
  - a. Forest City Community School District
  - b. West Hancock Community School District
- III. 2025 -2026 Contract for Educational Services for Provision of an Industrial Technology Academy Program
  - a. Hampton-Dumont Community School District

#### 4.0 Action Items

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

- o Locker room upgrades - \$25,000

Director Nettleton made a motion, seconded by Director Prantner, to table the FY2026 Major Purchase Request. Ayes—all. The motion carried.

B. Board Policy Addition – 2.24 | Incident Management Policy | First Reading: A memorandum from Greg Bailey was included in the Board book requesting the adoption of the Incident Management Policy to Board Policy. A motion was made by Director Moore and seconded by Director Prantner to approve the addendum to Board Policy 2.24 Incident Management Policy.

C. Request for Approval of Additional Course Fees – Aviation: A memorandum from Mindy Eastman was included in the Board book requesting approval of additional course fees for the aviation program. Director Krabbe made a motion, seconded by Director Nettleton, to approve the additional course fee for Fall 2025, effective for the FY26 period. Ayes-all. The motion carried.

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

**6.0 President's Report**—President Pedersen shared ♦ thanked Dr. Klinkenberg, Dr. Wood, and Alyse DeVries for their work on the aviation program. ♦ Provided an update on the status of the dental hygiene program on construction, timeline, and cost.

**7.0 Adjournment**—Director Moore made a motion, and Director Nettleton seconded it to adjourn the meeting. Ayes-all. The motion was carried. The meeting adjourned at 6:14 p.m.

Respectfully submitted,

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Cathy Rottinghaus, President  
NIACC Board of Directors

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Mindy Eastman, Secretary  
NIACC Board of Directors