

MINUTES
NORTH IOWA AREA COMMUNITY COLLEGE BOARD OF DIRECTORS
Regular Board Meeting | September 21, 2023

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

MEMBERS PRESENT: 1 - David Steffens, Jr., Lake Mills
 2 - Cathy Rottinghaus, Charles City
 5 – Doug Krabbe, Osage
 7 – Stephanie Nettleton, Mason City
 8 – Debra Hill, Garner
 9 – Nicki Prantner, Hampton

MEMBERS ABSENT: 3 – David Moore, Clear Lake (absent until 5:30 p.m.)
 4 - John Rowe, Mason City
 6 – Andy Julseth, Northwood

EXECUTIVE OFFICER: Dr. Steven Schulz

BOARD SECRETARY: Mindy Eastman

RECORDING SECRETARY: Abby Donald

VISITORS: ♦ Dr. Rachel McGuire, VP of Student Development and Success
 ♦ Dr. Shelly Schmit, VP of Organizational Development and Human Resources
 ♦ Patti Hanson, Dean of Continuing Education
 ♦ Laurel Klinkenberg, VP of Academic Affairs (Zoom)

The regular meeting of the NIACC Board of Directors was recessed at 5:01 p.m. A motion was made by Director Rottinghaus and seconded by Director Krabbe to open the NIACC Swine Education Center Public Hearing. Ayes – all. Motion carried.

Public Hearing for NIACC Swine Education Center – President Steffens asked if anyone wished to speak regarding the NIACC Swine Education Center. No correspondence was received, and no one wished to speak. A motion was made by Director Prantner and seconded by Director Hill to close the public hearing. Ayes – all. Motion carried. The Public Hearing for NIACC Swine Education Center was closed, and the regular NIACC Board of Directors meeting was reconvened at 5:02 p.m.

B. Additions to the Agenda and Adoption of the Agenda – Dr. Schulz moved to strike action items E and F from the agenda. A motion was made by Director Nettleton and seconded by Director Rottinghaus to adopt the agenda. Ayes – all. Motion carried.

2.0 Board Items

A. Community Colleges for Iowa Update – ♦ Director Rottinghaus shared the following: ♦ Community Colleges for Iowa Board meeting was held on September 20, 2023. Community Colleges for Iowa is pleased with the efforts on the November Tradeshow and Convention. NIACC has registered 13 members for the event.

B. Legislative Report - ♦ Dr. Schulz reported on the following: ♦ Dr. Schulz will focus efforts to reach out to legislators who have supported NIACC. ♦ The legislative breakfast will be held on November 21; at least six area legislators are expected. ♦ Conversations about restructuring committees and commissions at the state level continue to occur behind the scenes.

C. Selection of Committee to Nominate 2023 – 2024 Board Officers – President Steffens asked volunteers to serve on the Nominating Committee. Directors Dave Steffens, Cathy Rottinghaus, and Doug Krabbe volunteered.

D. Appointment of Voting Delegate for ACCT Congress – Director Steffens will serve as voting delegate at the 2023 ACCT Congress. A motion was made by Director Krabbe and seconded by Director Nettleton. Ayes – all. Motion carried.

E. Board Retreat | October 19, 2023 – Dr. Schulz reminded the board that the fall board retreat will be on Thursday, October 19, 2023. The agenda includes ACCT Board retreat activity, HLC final preparation, and budget updates. Any suggestions should be reported to Dr. Schulz or Director Steffens.

F. Board Member Forum – There were no reports.

G. Agenda Items for October Board Meeting – No agenda items were requested.

3. CONSENT AGENDA – President Steffens asked if anyone would like to discuss or remove items from the Consent Agenda. A motion was made by Director Rottinghaus and seconded by Director Prantner to approve the Consent Agenda. Ayes-all. Motion carried.

A. Approval of Minutes

I. Workshop Meeting Minutes and Regular Meeting Minutes – August 17, 2023

B. Financial Report and Actions

I. Bills for the Month of August 2023 and Budget Statements through August 31, 2023 – Director Rottinghaus reviewed the bills this month and found them to be in order.

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

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

D. Action Items

I. 2023 – 2024 Way Point Nursing Contract

4.0 Action Items

A. Iowa Industrial New Jobs Training 260E Program – Preliminary Agreement –

I. R.A. Wold & Sons. - A memorandum from Patti Hanson was included in the Board book asking for approval of a Preliminary Iowa New Jobs Training 260E Agreement with R.A. Wold & Sons of St. Ansgar, IA. The Preliminary Agreement was signed on August 1, 2023. Additional information on the new jobs training will be developed as the company finalizes its hiring and training plans. A motion was

made by Director Krabbe and seconded by Director Nettleton to approve the following resolution:

Resolution Approving the Preliminary Industrial New Jobs Training Agreement for R.A. Wold & Sons

The roll was called, and the vote was:

Director Steffens – Yes
Director Rottinghaus – Yes
Director Krabbe – Yes
Director Nettleton – Yes
Director Hill – Yes
Director Prantner – Yes

Yes – 6; No – 0 Absent -3; Motion carried.

B. Resolution Naming Depository – A resolution was included in the board book to approve First Citizens Bank as the depository of North Iowa Area Community College funds. A motion was made by Director Nettleton and seconded by Director Prantner to approve First Citizens Bank as the College’s depository. Ayes – 5; Nays – 0; Abstain – 1. Motion carried.

C. Request for Approval of Investment Institutions and Limits – A memorandum from Mindy Eastman was included in the board book requesting approval of Investment Institutions and Limits for the College. Upon approval, these institutions and limits would become effective September 22, 2023. A motion was made by Director Nettleton and seconded by Director Prantner to approve the Investment Institutions and Limits. Ayes – 4; Nays – 0; Abstain – 2. Motion carried.

D. Request for Approval of FY24 Equipment Request – A memorandum from Mindy Eastman was included in the board book requesting approval of FY2024 Equipment Request. The items include the following:

- Network Device Refresh - \$75,800
- IP Camera Refresh - \$39,745
- Portable Video Streaming - \$12,000
- Passenger Golf Cart - \$15,000

A motion was made by Director Hill and seconded by Director Krabbe to approve the FY24 Equipment Request. Ayes – all. Motion carried.

~~E. Request for Approval of NIACC Swine Education Center Bid Award~~

~~F. Request for Approval of NIACC Swine Education Center Contract~~

G. Request for Approval of Architect - A memorandum from Mindy Eastman was included in the Board book requesting approval of the architect for the NIACC Franklin County Career Center. This contract is for Bergland & Cram architectural services pertaining to the new construction of the Franklin Country Career Center. This facility will be built at the Hampton Air Industrial Park in Hampton, IA. A motion was made by Director Nettleton and seconded by Director Rottinghaus to approve the architect for the Franklin

Country Career Center. Ayes- all. Motion carried.

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

6.0 President’s Report – Dr. Schulz reported on the following: ♦ John Rowe welcomed his first grandchild this morning ♦ The partnership with Way Point began during Covid and continues to be a beneficial service for students and a good partner for the College. ♦ Iowa Valley named Anne Howsare Boyen as the new president.

The meeting was recessed at 5:24 p.m. and reconvened at 8:09 p.m.

7.0 Joint Board Meeting- Members attended the Joint Board dinner and meeting in the Activity Center.

8.0 Closed Session Personnel Discussion per Iowa Code section [21.5(1)(i)(2023) and Litigation discussion per Iowa Code section [21.5(1)(c)(2023) | - The regular meeting of the NIACC Board of Directors was recessed at 8:10 p.m. A motion was made by Director Krabbe and seconded by Director Hill and unanimous to recess the regular NIACC Board meeting and go into closed session for personnel and litigation discussions per Iowa Code Sections [21.5(1)(i)(2023) and [21.5(1)(c)(2023).

The roll was called, and the vote was:

- Director Steffens -Yes
- Director Rottinghaus – Yes
- Director Moore – Yes
- Director Krabbe – Yes
- Director Nettleton – Yes
- Director Hill – Yes
- Director Prantner – Yes

Yes – 7; No – 0, Absent –2

9.0 Adjournment - A motion was made by Director Krabbe and seconded by Director Rottinghaus to adjourn the meeting. Ayes-all. Motion carried. The meeting adjourned at 9:32 p.m.

Respectfully submitted,

David Steffens, Jr., President
NIACC Board of Directors

Mindy Eastman, Secretary
NIACC Board of Directors