

MINUTES
NORTH IOWA AREA COMMUNITY COLLEGE BOARD OF DIRECTORS
Regular Board Meeting | December 19, 2024

HELD: 7:00 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 Rottinghaus called the meeting to order at 7:00 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
 3 – David Moore, Clear Lake
 4 - John Rowe, Mason City
 5 - Doug Krabbe, Osage
 7 – Stephanie Nettleton, Mason City
 8 – Debra Hill, Garner (Zoom)
 9 – Nicki Prantner, Hampton

MEMBERS ABSENT: 6 – Andy Julseth, Northwood

EXECUTIVE OFFICER: Joel Pedersen

BOARD SECRETARY: Mindy Eastman

RECORDING SECRETARY: Abby Donald

VISITORS: ♦ Patti Hanson, Dean of Continuing Education
 ♦ Dr. Laurel Klinkenberg, VP of Academic Affairs and Student Learning
 ♦ Dr. Rachel McGuire, VP of Student Development and Success
 ♦ Tim Oswald, Piper Sandler
 ♦ Michelle Petznick, Registrar

B. Additions to the Agenda and Adoption of the Agenda—Director Krabbe a motion, seconded by Director Prantner, to adopt the agenda. Ayes—all. The motion carried.

2.0 Board Items

A. Community Colleges for Iowa Update – Director Hill shared the following: ♦ The convention was held December 3-5, and 433 registered participants raised \$118,000. ♦ CCFI was pleased with the appointment of the lieutenant governor; they have worked with her in the past. ♦ Encouraged everyone to sign up for Quorum.

B. Legislative Report—President Pedersen reported on the following: ♦ community colleges have responded to legislators’ questions regarding DEI at community colleges ♦ Will begin contacting

legislators and inviting them to campus on Fridays and will keep everyone up-to-date.

C. Board Member Forum—Director Moore shared that the Clear Lake superintendent will retire after this year. Director Rottinghaus thanked everyone who attended the legislative breakfast, dog grooming open house, nurse pinning, and holiday reception.

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

3. CONSENT AGENDA—President Rottinghaus asked if anyone would like to discuss or remove items from the Consent Agenda. Director Prantner made a motion, seconded by Director Nettleton, 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 21, 2024

B. Financial Report and Actions

- I. Bills for November 2024 and Budget Statements through November 30, 2024 – Director Prantner 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. Hampton-Dumont Community School District
 - c. West Hancock Community School District

4.0 Action Items

- A. Request for Approval of 2025-2026 Academic Calendar – A memorandum from Michelle Petznick was included in the Board book requesting approval of the 2025-2026 academic calendar. There are two changes to the academic calendar. The campus will be closed on Wednesdays preceding Thanksgiving, with a professional development day at the end of the term, and summer sessions will be two six-week sessions instead of one four-week and one six-week session. It was approved by the Curriculum and Academic Affairs Council on December 2, 2024. A motion was made by Director Moore and seconded by Director Steffens to approve the 2025-2026 academic calendar. Ayes – all. Motion carried.

- B. Request for Approval to Seek Bids and Set a Public Hearing for the Franklin County Career Center in Hampton- A memorandum from Mindy Eastman was included in the Board book requesting approval to seek bids and set a public hearing for the Franklin County Career Center in Hampton on January 16, 2025. This request was approved at the September, October, and November Board meetings. Still, due to additional requirements related to the federal EDA grant, a public hearing notice has not been made, and bids have not been sought. A motion was made by Director Rowe and seconded by Director Prantner for approval. Ayes – all. Motion carried.
- C. Request for Approval of 28E agreement with Kirkwood Community College for Surgical Technology: A memorandum from Dr. Laurel Klinkenberg was included in the Board book requesting the approval of the continued 28E agreement with Kirkwood Community College to provide educational services in the surgical technology program. A motion was made by Director Steffens and seconded by Director Nettleton to approve the 28E Contract with Kirkwood Community College for the Surgical Technology Program Ayes-all. Motion carried.
- D. Iowa Industrial New Jobs Training 260E Program – Preliminary Agreement:
 - a. Curbtender, Inc. - A memorandum from Patti Hanson was included in the board book requesting approval of the preliminary Industrial New Jobs Training Agreement for Curbtender, Inc. of Charles City, IA. A motion was made by Director Steffens and seconded by Director Krabbe to approve the following resolution:

Resolution Approving the Preliminary Industrial New Jobs Training Agreement for Curbtender, Inc.

The roll was called, and the vote was:

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

Yes – 8; No – 0 Absent -1; Motion carried.

- E. Iowa Industrial New Jobs Training 260E Program – Bond Sale
 - a. Receipt of Bids - Tim Oswald of Piper Sandler presented a summary of the bids received. Five bids were received. Robert Baird & Co. Inc. of Milwaukee, WI, was the winning bid with an average interest rate of 5.01% average interest rate.
 - b. Resolution Instituting Proceedings to Take Additional Action for the Issuance Not to Exceed \$3,500,000 Industrial New Jobs Training Certificates, 2025-1 – A memorandum from Patti Hanson was included in the board book requesting approval of the resolution to take additional action for the issuance of the Industrial New Jobs Training Certifications 2025-1. A motion was made by Director Krabbe and Seconded by Director Rowe to approve the following resolutions:

Resolution Instituting Proceedings to Take Additional Action for the Issuance Not to Exceed \$3,500,000 Industrial New Jobs Training Certifications, 2025-1.

The roll was called, and the vote was:

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

Yes – 8; No – 0 Absent -1; Motion carried.

- c. Resolution Directing the Sale and Delivery of \$3,290,000 Industrial New Jobs Training Certificates, Series 2025-1. A memorandum from Patti Hanson was included in the board book requesting approval of the resolution directing the sale and delivery of the \$3,290,000 Industrial New Jobs Training Certificate, 2025-1. A motion was made by Director Rowe and Seconded by Director Steffens to approve the following resolutions:

Resolution Directing the Sale and Delivery of \$3,290,000 Industrial New Jobs Training Certificates, Series 2025-1.

The roll was called, and the vote was:

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

Yes – 8; No – 0 Absent -1; Motion carried.

- d. . Resolution Authorizing Issuance of \$3,290,000 Industrial New Jobs Training Certificates, 2025-1, and Providing for the Securing of Such Certificates for the Purpose of Carrying Out an Industrial New Jobs Training Program Project Designed as the 2025-1 Multiple Project.– A memorandum from Patti Hanson was included in the board book requesting approval of the resolution authorizing the issuance of \$3,290,000 Industrial New Jobs Training Certificates, Series 2025-1, and Providing for the Securing of Such Certificates for the Purpose of Carrying Out an Industrial New Jobs Training Program Designated as the 2025-1 Multiple Project. A motion was made by Director Steffens and Seconded by Director Nettleton to approve the following resolutions:

Resolution Instituting Proceedings to Take Additional Action for the Issuance of \$3,290,000 Industrial New Jobs Training Certificates, Series 2025-1, and Providing for the Securing of Such Certificates for

the Purpose of Carrying Out an Industrial New Jobs Training Program Project Designated as the 2025-1 Multiple Project.

The roll was called, and the vote was:

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

Yes – 8; No – 0 Absent -1; Motion carried.

e. Request for Approval of Continuing Disclosure Certificates – Iowa Industrial New Jobs Training Certificates, 2025-1. – A memorandum from Patti Hanson was included in the board book requesting approval of the Continuing Disclosure Certificate associated with the issuance of not to exceed \$3,290,000 Industrial New Jobs Certificates Training, 2025-1. The continuing disclosure certificate indicates that NIACC must disclose financial information annually to the MSRB. A motion was made by Director Krabbe and seconded by Director Steffens to approve the Continuing Disclosure Certificate in relation to the Industrial New Jobs Training Certificates, 2025-1. Ayes -all. Motion carried.

The roll was called, and the vote was:

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

Yes – 8; No – 0 Absent -1; Motion carried.

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

6.0 President’s Report ♦ President Pedersen shared that we are focusing on expanding offerings with the Mason City Community School district. We toured Mason City High School today and will meet with them tomorrow. Lily Holmgaard, our data analyst, and Laura Wood, Dean of Agriculture and Skilled Trades, have been integral in this process.

7.0 Adjournment—Director Rowe made a motion, and Director Krabbe seconded it to adjourn the meeting. Ayes-all. The motion was carried. The meeting adjourned at 7:46 p.m.

Respectfully submitted,

Cathy Rottinghaus, President
NIACC Board of Directors

Mindy Eastman, Secretary
NIACC Board of Directors