

MINUTES
NORTH IOWA AREA COMMUNITY COLLEGE BOARD OF DIRECTORS
Regular Board Meeting | June 20, 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 – Vice President Jusleth called the meeting to order at 7:05 p.m. A quorum was declared with the following persons in attendance.

MEMBERS PRESENT: 1 – David Steffens, Jr., Lake Milles
 3 – David Moore, Clear Lake (Zoom)
 4 - John Rowe, Mason City
 5 - Doug Krabbe, Osage
 6 – Andy Julseth, Northwood
 7 – Stephanie Nettleton, Mason City
 8 – Debra Hill, Garner
 9 – Nicki Prantner, Hampton

MEMBERS ABSENT: 2 - Cathy Rottinghaus, Charles City

EXECUTIVE OFFICER: Dr. Steven Schulz

BOARD SECRETARY: Mindy Eastman

RECORDING SECRETARY: Abby Donald

VISITORS: ♦ Dr. Laurel Klinkenberg, VP of Academic Affairs and Student Learning
 ♦ Dr. Shelly Schmit, VP of Organizational Development and Human Resources
 ♦ Dr. Rachel McGuire, VP of Student Development and Success
 ♦ Joel Pedersen, Incoming President

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

2.0 Board Items

A. Community Colleges for Iowa Update – ♦ Director Hill reported that there was no May meeting; the next meeting will be held next Tuesday. ♦ The governor signed the new funding formula for the community colleges in early May. Debra has the presentation for any directors who would like to view it ♦ The Community Colleges for Iowa website posted their response regarding DEI on the website ♦ There are four trustees from NIACC attending the trustee conference in July. Iowa Central will host in 2025. ♦ CCFI is asking for student art, either permanent or loan, for their building. ♦ Debra announced the winner of this year’s Kibbe award. ♦ Debra was appointed to the executive, financial oversight, and nomination committees.

B. Legislative Report - ♦ Steve reported that the President's meeting discussed a strategy to identify a methodology for building support among legislators for requested state general aid. We believe we need more people engaged in telling our story.

C. 2024-2025 Board Meeting Schedule – Dr. Schulz shared the meeting dates for 2024 – 2025 with the Board. All meetings will be held on the third Thursday of the month. The Joint Board Meeting with the AEA, Hawkeye Community College, and Iowa Valley College is scheduled for April 2, 2025. A motion was made by Director Moore and seconded by Director Krabbe to approve the 2024-2025 Board Meeting Schedule. Ayes – all. Motion carried

D. Board Member Forum – Director Nettleton thanked Shelly for her years of service at NIACC and expressed appreciation for her work and dedication to the College. Director Rowe thanked Steve for his service over the past 11 years.

E. Agenda Items for July 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. Director Prantner made a motion, seconded by Director Steffens, to approve the Consent Agenda. Ayes-all. The motion carried.

A. Approval of Minutes

I. Workshop Meeting Minutes and Regular Meeting Minutes – May 16, 2024

B. Financial Report and Actions

I. Bills for May 2024 and Budget Statements through May 31, 2024 – 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 book.

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

D. Action Items

I. FY2025 Facility Fee Schedule - A copy of the facilities fee schedule for FY24 was included in the Board packets.

II. 2024-2025 Contract for Educational Services for Concurrent Enrollment Career Link Programs & Courses

- a. Charles City Community School District
- b. Lake Mills Community School District
- c. North Butler Community School District
- d. Saint Ansgar Community School District

4.0 Action Items

A. Request for Approval of FY2024 Major Purchase Request - A memorandum from Mindy Eastman was included in the Board book requesting approval of the FY24 Major Purchase Request. The items include the following:

Robot Upgrades - \$14,488.10

A motion was made by Director Nettleton and seconded by Director Moore to approve the FY24 Major Purchase Request. Ayes – all. Motion carried.

B. Request for Approval of FY 2025 Mileage Rate – A memorandum from Mindy Eastman was included in the Board book recommending a mileage reimbursement increase from \$.39 per mile to \$.50 per mile beginning FY25. A motion was made by Director Moore and seconded by Director Steffens to approve the FY 25 Mileage Rate. Ayes –. Motion carried.

C. Iowa Industrial New Jobs Training 260E Program - Preliminary Agreement Extension

1. Plas Tech Tooling, Inc. - A memorandum from Patti Hanson was included in the Board book asking for approval of a Preliminary Iowa New Jobs Training 260E Agreement Extension with Plas Tech Tooling, Inc. of Garner, Iowa. The Preliminary agreement was signed at the May 17, 2022 meeting. Preliminary Iowa Industrial New Jobs Training Agreements expire after a stated time if the company and the College have not reached a final agreement. Plas Tech Tooling plans to go to final agreement with our next bond sale in November 2024. A motion was made by Director Hill and seconded by Director Krabbe to approve the following resolution:

Resolution Approving the First Amendment to Preliminary Industrial New Jobs Training Agreement for Plas Tech Tooling, Inc.

The roll was called, and the vote was:

Director Julseth - Yes

Director Steffens - Yes,

Director Moore - Yes

Director Rowe - Yes

Director Krabbe - Yes

Director Nettleton - Yes

Director Hill - Yes

Director Prantner - Yes

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

2. Stellar Industries, Inc. - A memorandum from Patti Hanson was included in the Board book asking for approval of a Preliminary Iowa New Jobs Training 260E Agreement Extension with Stellar Industries, Inc. of Garner, Iowa. The Preliminary agreement was signed at the June 10, 2021 meeting. Preliminary Iowa Industrial New Jobs Training Agreements expire after a stated time if the company and the College have not reached a final agreement. Stellar Industries, Inc. plans to go to final agreement with our next bond sale in November 2024. A motion was made by Director Hill and seconded by Director Steffens Stellar Industries, Inc.

Resolution Approving the First Amendment to Preliminary Industrial New Jobs Training Agreement for Stellar Industries, Inc.

The roll was called, and the vote was:

Director Julseth - Yes

Director Steffens - Yes,

Director Moore - Yes

Director Rowe - Yes

Director Krabbe - Yes

Director Nettleton - Yes

Director Hill - Yes

Director Prantner - Yes

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

D. Request for Approval of College and Career Transition Counselor Positions - A memorandum of understanding was included in the Board book to formalize a commitment with Garner-Hayfield-Ventura and North Butler Community School Districts for College and Career Transition Counselor positions. A motion was made by Director Hill and seconded by Director Krabbe to approve the agreements with Garner-Hayfield-Ventura and North Butler Community School districts for College and Career Transition Counselor positions. Ayes – all. Motion carried.

E. Request to Award the Honor of President Emeritus to Dr. Steve Schulz, North Iowa Area Community College President from 2013-2024 - Director Moore entered a request to award the honor of President Emeritus to Dr. Steve Schulz to recognize his significant and lasting impact. A motion was made by Director Moore and seconded by Director Nettleton to approve the request to award the honor of President Emeritus to Dr. Steve Schulz. Ayes - all. Motion carried.

F. President's Evaluation Closed Session per Iowa Code §21.5(1)(i) (2024) – The regular meeting of the NIACC Board of Directors was recessed at 7:26 p.m. A motion was made by Director Steffens and seconded by Director Rowe to recess the regular NIACC Board meeting and go into closed session for Dr. Schulz's FY2024 evaluation per Iowa Code Section §21.5(1)(i) (2024).

The roll was called, and the vote was:

Director Julseth - 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.

There was consensus to reconvene the regular meeting at 8:09 p.m.

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

6.0 President's Report – Dr. Schulz reported on the following: ♦ Reskinning the farm buildings started this week. ♦ Shared the Franklin County Center blueprints. ♦ McAllister Hall remodeling has begun. ♦ Joel will be here all day tomorrow, Monday, Wednesday, and Thursday next week. ♦ Thanked the Board for the tremendous experience at NIACC and the board's support and retirement celebration.

7.0 Adjournment—Director Rowe made a motion, seconded by Director Krabbe, to adjourn the meeting. Ayes-all. The motion was carried. The meeting adjourned at 8:21 p.m.

Respectfully submitted,

Cathy Rottinghaus, President
NIACC Board of Directors

Mindy Eastman, Secretary
NIACC Board of Directors