



IVCCD Board of Directors Meeting

Iowa Valley Community College District
Wednesday, September 10, 2025 at 4:00 PM
Ellsworth Community College, Reg Johnson Room 100,
1100 College Avenue, Iowa Falls, IA 50126

Meeting Details: <https://iavalley.zoom.us/j/92518513015>

Phone: 312-626-6799

Meeting ID: 925 1851 3015

5:30 PM Ellsworth College Board of Trustees Annual Dinner

MISSION STATEMENT - Iowa Valley Community College District is committed to providing quality learning experiences, ensuring student success, and partnering to address diverse community needs in an inclusive and respectful environment.

TENTATIVE AGENDA

1. Call to Order

1.1. Additions/Deletions to the Agenda

1.2. Approval of the Agenda

BOARD ACTION: _____

2. Correspondence and/or Visitors

2.1. Introduction of and Comments from Representatives to the Board

2.2. Public Comment

2.3. Recognitions

Presenter: Dr. Barb Klein

Throughout the summer, ECC's Plant Services staff has done a phenomenal job of getting the campus ready for students to return for the start of the fall semester. They have taken the lead on updating classrooms and offices with new lighting, ceiling tiles, and paint. We are also proud of the work they do with our grounds to keep the flowers blooming and our buildings inviting for our students and our community. Thanks to all of the Plant Services staff for the great work they have put in this summer and throughout the year.

2.4. Introduction of New Employees

Presenter: Dr. Barb Klein

- *Diorian Coleman, Head Wrestling Coach*
- *Michelle Lauchner, Student Finance Office Associate*
- *Justin Peters, Business & Marketing Faculty*
- *Shonda Tranel, TRIO Coordinator*

3. Strategic Presentation - International Students

Presenter: Megan Richtsmeier

Ellsworth Community College Enrollment Recruiting/International Student Specialist Megan Richtsmeier will share some of her collaborative efforts to engage and empower our international students.

CONSENT AGENDA

4. President's Comments Regarding the Consent Agenda

Presenter: Dr. Anne Howsare Boyens

5. Consent Agenda Action Items

5.1. Approval of Minutes

The minutes of the August 13, 2025 Personnel meeting and Regular Board meeting and the September 2, 2025 special meeting are Attachment 5.1.

5.2. Personnel Report

Presenter: Sara Aguilera

The Personnel Report for the month of September is Attachment 5.2.

5.3. Approval of Bills as Audited by the Finance Committee

5.4. Review and Approval of Board Policies

The Board Policy Review Committee has reviewed the following Board Policies and Guidelines. The Board Policies are presented for approval and the Guidelines are presented as information only.

- 408, 409, 410, 418, 419, 421, 432, 433, 443,
- GDBP409, GDP421, GDBP433, GDBO411C

The Board Policies and Guidelines are Attachment 5.4.

5.5. Acceptance of Gifts and Grants

None.

6. Consent Agenda Information Items

6.1. Meeting Reports

6.1.1. Ellsworth College Board of Trustees

Presenter: Dr. Anne Howsare Boyens and Dr. Barb Klein

An abstract of the minutes is Attachment 6.1.1.

6.1.2. IACCT & IACCP Meetings

Presenter: Board President Hofer and Dr. Anne Howsare Boyens

The Presidents will meet September 24, 2025 and November 5, 2025. A joint meeting with Trustees and Presidents will be November 6, 2025.

6.1.3. Upcoming Meetings and Events

- Sept. 20, 2025 - [MCC Fishing and Nature Festival](#) from 7:30 a.m. to 1 p.m. at MCC pond
- Oct. 8, 2025 - Regular Board meeting at 4:00 p.m. in Marshalltown
- Oct. 22-25 - ACCT Leadership Congress.
- Nov. 4, 2025 - School Election
- Nov. 12, 2025 - Board Retreat 2 p.m. (tentative) and Regular Board meeting at 4:00 p.m. in Iowa Falls.
- Nov. 26-28 - IVCCD Closed for Thanksgiving Break.
- Dec. 10, 2025 - Regular Board meeting at 4:00 p.m. in Marshalltown
- Dec. 24, 2025-Jan. 1, 2026 - IVCCD Closed for Holiday Break

Approval of the Consent Agenda

BOARD ACTION: _____

REGULAR AGENDA

7. Action Items

7.1. Approval of Board Policy 449 - Voluntary Retirement Incentive Plan

Presenter: Dr. Anne Howsare Boyens

We are requesting approval of the revisions to the Voluntary Retirement Board Policy 449 for the fiscal year 2026. Board Policy is Attachment 7.1.

BOARD ACTION: _____

7.2. Approval of 260F Iowa Jobs Training Agreement with Ritchie Industries - \$27,214

Presenter: Neysa Hartzler

We are requesting approval of a 260F Iowa Jobs Training Agreement with Ritchie Industries in Conrad, Iowa. Ritchie Industries is a manufacturer of livestock watering equipment. Thomas Ritchie, an Iowa farmer, invented an automatic animal watering system in 1921 for the purpose of keeping his own livestock supplied with fresh water. His invention became popular among the farmers in the area, so he patented the concept and sold it to farmers around the state out of a machine shed on his farm. Ritchie Industries incorporated in 1929 and then C.D. Wilson Sr. purchased the business in 1943 and moved it to Conrad, Iowa, where it has remained ever since. In 2004, Clifford D. Wilson Jr. sold the company to the Ritchie ESOP. This is the eighth contract with Ritchie, and they plan to use their funding for welding training, safety training, leadership training, and safety training. The contract is attachment 7.2.

BOARD ACTION: _____

7.3. Approval of 260F Iowa Jobs Training Agreement with D & B Agro Systems -\$20,125

Presenter: Neysa Hartzler

We are requesting approval of a 260F Iowa Jobs Training Agreement with D & B Agro Systems in Hubbard, Iowa. D & B Agro Systems is a construction company that erects steel structures such as grain bins, dryers, grain handling systems, as well as steel buildings. This is the 11th contract with D & B, and they plan to use their funding for safety and technical training. The contract is attachment 7.3.

BOARD ACTION: _____

7.4. Approval of 260F Iowa Jobs Training Agreement with Hawkins Electrical Service - \$9,740

Presenter: Neysa Hartzler

We are requesting approval of a 260F Iowa Jobs Training Agreement with Hawkins Electrical Service in Marshalltown, Iowa. Owner Craig Hawkins started Hawkins Electrical Service in 2005. It is an industrial, commercial, and ag electrical company. The company started in 2005 with only one employee. Since then, it has grown to 12. Hawkins installs, repairs, and fabricates electrical equipment to commercial and industrial customers. This is the seventh contract with Hawkins, and they plan to use their funding for heart saver training, electrical, and safety training. The contract is attachment 7.4.

BOARD ACTION: _____

7.5. Approval of 260F Iowa Jobs Training Agreement with CO2 Refrigeration Systems - \$27,250

Presenter: Neysa Hartzler

We are requesting approval of a 260F Iowa Jobs Training Agreement with CO2 Refrigeration Systems in Marshalltown, Iowa. CO2 Refrigeration Systems (Iowa) LLC first started in 2022. The core business model is manufacturing CO2 refrigeration systems targeting industrial application for the North America market. They manufacture engineer-to-order industrial CO2 refrigeration systems. The business started in North America based on the industry growth observed with sister companies in Australia (MB Group) and South Africa (Future Green Now). This is the very first contract with us as they are a new company just getting settled in Marshalltown. They plan to use their funding for welding training and certification, professional development and leadership training, robotic welding training, and CAD/CAM training. The contract is attachment 7.5.

BOARD ACTION: _____

8. Information Items

8.1. Monthly Financial Statements

Presenter: Dr. Anne Howsare Boyens

The monthly financial statements are Attachment 8.1.

8.2. Board President's Report

Presenter: Board President Joanna Hofer

8.3. Board Director's Reports

8.4. President's Reports

Presenter: Dr. Anne Howsare Boyens

8.5. Board Secretary's Report

Presenter: Board Secretary Abigail Casey

9. Adjournment

PLEASE CONTACT ABIGAIL CASEY AT 641-844-5522 IF THERE ARE ACCOMMODATIONS NEEDED IN ORDER FOR THE MEETING TO BE ACCESSIBLE FOR YOUR PARTICIPATION.