



IVCCD Board of Directors Organizational Meeting Minutes

Iowa Valley Community College District
Wednesday, December 10, 2025 at 4:00 PM
Business & Community Solutions Room 612/614,
3700 South Center Street, Marshalltown, IA 50158

3:30 P.M. RECEPTION FOR DEB JONES

Attendance

Members Present:

Directors Chris Brodin, Amber Danielson, Joanna Hofer, Larry Johnson, Deb Jones, Clark Lawler, and Paul Pohlson

Also in attendance were President Dr. Anne Howsare Boyens, Board Secretary Abigail Casey, and other college personnel.

OLD BUSINESS:

Call to Order

Board President Joanna Hofer called the regular session of the Iowa Valley Community College District Board of Directors to order at 4:00 p.m. on Wednesday, December 10, 2025 at Business & Community Solutions Room 612/614, 3700 South Center Street, Marshalltown, IA 50158

Additions/Deletions to the Old Business Agenda:

None.

Approval of the Old Business Agenda:

Motion:

Director Lawler moved approval of the Old Business Agenda. Motion seconded by Director Jones. Motion carried unanimously.

OLD BUSINESS CONSENT AGENDA:

Approval of the Consent Agenda:

Motion:

Director Johnson moved approval of the Consent Agenda Items: Item 2.1. - Approval of Minutes and Item 2.2 Approval of Bills as Audited by the Finance Committee. Motion seconded by Director Pohlson Motion carried unanimously.

Old Business Regular Agenda Action Items:

Approval of Annual Settlements

Amanda Bloomquist presented the Treasurer's annual settlement of IVCCD's accounts for Fiscal Year 2025 as required by Iowa Code 279.33

Motion:

Director Brodin moved approval of the annual settlement of IVCCD's accounts for Fiscal Year 2025 as presented following review and examination. Motion seconded by Director Jones. Motion carried unanimously.

Old Business Regular Agenda Information Items

Report on the Canvas of the School Election

Board Secretary Casey reported the canvas of the school election.

Adjournment of Old Board Sine Die:

Board President Hofer adjourned the old Board sine die at 4:09 p.m.

NEW BUSINESS AGENDA:

Attendance

Members Present:

Directors Chris Brodin, Amber Danielson, Joanna Hofer, Larry Johnson, Clark Lawler, Jackie Pippin, Paul Pohlson

Also in attendance were President Dr. Anne Howsare Boyens, Board Secretary Abigail Casey and other college personnel.

Call to Order of the New Business Agenda:

Board Secretary Casey called the organizational meeting of the Iowa Valley Community College District Board of Directors to order at 4:10 p.m. on Wednesday, December 10, 2025 Iowa Valley Business and Community Solutions, Rooms 612/614, 3702 South Center Street, Marshalltown, Iowa 50158

Administering the Oath of Office to Elected Directors

Board Secretary Casey administered the Oath of Office to newly elected Directors Danielson, Hofer, and Pippin.

Election of Board President:

Board Secretary Casey opened the floor for nominations for Board President. Director Danielson nominated Director Joanna Hofer for Board President. Board Secretary Casey asked if there were any further nominations. Director Johnson moved that nominations cease. Director Lawler seconded. Motion for Director Joanna Hofer as Board President carried unanimously.

Approval of the New Business Agenda**Additions or Deletions to the New Business Agenda:**

There were no additions or deletions to the New Business Agenda.

Approval of the New Business Agenda:

Director Lawler moved approval of the New Business Agenda, including the New Business Consent Action Items. Motion seconded by Director Brodin. Motion carried unanimously.

Election of Other Board Officers, Appointments, and Recognitions**Election of Vice-President:**

Director Hofer opened the floor for nominations for Board Vice-President. Director Brodin nominated Director Danielson as Board Vice-President. Director Pohlson seconded. President Hofer said Danielson was appointed by affirmation.

Appointment of Board Secretary and Oath of Office:

Board President Hofer appointed Abigail Casey as Board Secretary and administered the Oath of Office to her.

Appointment of Board Treasurer and Oath of Office:

Board President Hofer appointed Amanda Bloomquist as Board Treasurer and administered the Oath of Office to her.

Appointment of Legal Counsel:

Board President Hofer appointed the law firms Ahlers & Cooney and Moore, McKibben, Goodman & Lorenz, LLP. to the District Counsel.

Appointment of Board Standing Committees:

Board President Hofer appointed Director Brodin and Director Johnson to the Property, Finance & Development Committee; Director Danielson and Director Pohlson to the Academic and Student Affairs Committee; Director Johnson and Director Pippin to the Personnel Committee, and Director Lawler and Director Danielson to the Board Policy Review Committee. Board President Hofer is an ad hoc member to all committees.

Appointment of IACCT Board Representative and Alternate:

Board President Hofer was appointed as the IACCT Board Representative and Director Johnson was appointed as the alternate.

Recognition of Student and Faculty Representatives to the Board:

Comments from the 2025 Faculty

Board President Hofer noted the list of student and faculty representatives to the Board. The following Faculty/Staff Representatives shared information regarding activities in their units: Ricarda Drummer/BCS; Danielle Kness/MCC and MCC Student Representative Imigyn Stratton; Joerg Rochlitzer/ECC and ECC Student Representative Melanie Khounsourath; Barb Hall/IVG and IVG Student Representative Onxe Ibboson.

Recognitions for the Month of December:

- Dr. Barb Klein recognized Ed Geitz, who received the 2025 Outstanding Community College Award for his 26 years of dedicated teaching and mentoring at Ellsworth Community College, where he is known for his leadership and commitment to student success. She also recognized that the Ellsworth Community College's men's basketball team started the season with a 11-0 record, defeating the top-ranked Kirkwood Community College and earning the #1 NJCAA ranking, under Coach Bryan Bender's leadership and value-driven philosophy.
- Dr. Matt Schmit recognized MaryAnne Nickle, who was honored with the 2025 Outstanding Community College Award for her exceptional service as Dean of Academic Affairs, advancing student success and strengthening community partnerships.

Introduction of New Employees:

The following new employees were introduced:

- James Hansen, MCC Academic Advising Specialist
- Jacqueline Zamora, MCC Student Finance Office Associate
- Layne Pieri, District Office Associate
- Annette Hughlette, Director of Human Resources and Payroll

NEW BUSINESS CONSENT AGENDA**President's Comments Regarding the Consent Agenda**

Dr. Howsare Boyens noted the MCC and ECC students were graduating this semester and recognized new articulation agreements. A ribbon-cutting for the Iowa Valley Grinnell Auto Lab is scheduled for 1 p.m. on January 22, 2026.

Approval of the New Business Consent Agenda

Director Lawler moved approval of the New Business Consent Agenda, Motion seconded by Director Johnson. Motion carried unanimously.

New Business Regular Action Agenda:**Approval to Reject Bids for IVCCD MCC Trades Building Project**

Dr. Schmit recommended the rejection of bids for the construction of MCC Trades Building and directing administration to work with the project architect to rebid the project. At the bid opening on December 1, 2025, several contractors reported they did not receive the addenda.

Motion:

Director Brodin moved approval of the rejection of IVCCD MCC Trades Building Project. Motion seconded by Director Pippin. Motion carried unanimously.

Approval of 6-Month Lease with STR Ventures LLC for MCC Off-Campus Housing LLC

Dr. Schmit requested the approval of a short term, six-month lease (January 1, 2026 to May 31, 2026) for five two-bedroom units for student housing and one one-bedroom unit for residential coordinator. Per month cost is \$8,700.

Motion:

Director Johnson moved approval of the 6-month lease with STR Ventures LLC for MCC Off-Campus Housing in the amount of \$43,500. Motion seconded by Director Pippin. Motion carried unanimously.

Approval of 24-Month Lease with STR Ventures LLC for MCC Off-Campus Housing LLC - \$403,200

Dr. Schmit requested the approval of a two year term (June 1, 2026 to May 31, 2028) lease for eight two-bedroom units for student housing, three one-bedroom units for student housing, and one one-bedroom unit for residential coordinator. Per month cost is \$16,800.

Motion:

Director Danielson moved approval of the 24-month lease with STR Ventures LLC for MCC Off-Campus Housing in the amount of \$403,200. Motion seconded by Director Pohlson. Directors Danielson, Johnson, Pippin, Hofer, Pohlson, Lawler voted Aye. Director Brodin abstained. Motion Carried.

Approval of 260F Agreement with Packaging Corporation of America

Jacque Goodman requested the approval a 260F Iowa Jobs Training Agreement with Packaging Corporation of America (PCA) in Marshalltown. This will be the second project for Packaging

Corporation of America for numerous training courses from CPR First Aid, Scissor Lift, Boiler training, TPC and PLC training, Computer and Hazmat.

Motion:

Director Brodin moved approval of the 260F Agreement with Packaging Corporation of America in the amount of \$27,692. Motion seconded by Director Lawler. Motion carried unanimously.

Approval of Retirement & Release Agreement

Dr. Howsare Boyens requested approval of a retirement and release agreement.

Motion:

Director Danielson moved approval of the retirement and release agreement. Motion seconded by Director Lawler. Motion carried unanimously.

Monthly Financial Statements and Investment Report

Board Treasurer Amanda Bloomquist shared the October 2025 financial report and reported the FY25 Audit would be available for approval at the January Board meeting.

Board President's Report

Board President Hofer reported she did the IPIB open meetings and records training and recommended all board members participate.

Board Director's Report

Director Johnson shared about events he attended at Ellsworth Community College.

President's Report

Dr. Howsare Boyens shared about the Community Colleges for Iowa conference, legislative visits, and promotion of the 260 programs.

Board Secretary's Report

None.

Adjournment

The Board meeting adjourned at 5:11 p.m.



Joanna Hofer, Board President



Abigail Casey, Board Secretary
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