



IVCCD Board of Directors Organizational Meeting Minutes

Iowa Valley Community College District
Wednesday, December 11, 2024, at 4:00 PM
IVCCD District Services Building Board Room,
3702 South Center Street, Marshalltown, Iowa 50158

3:00 - 3:45 PM MCC Jingle & Mingle hosted by IVCCEA in MCC Nursing and Health Occupations

OLD BUSINESS:

CALL TO ORDER:

Board President Larry Johnson called the regular session of the Iowa Valley Community College District Board of Directors to order at 4:00 p.m. on Wednesday, December 11, 2024 in the IVCCD District Services Building Board Room, 3702 South Center Street, Marshalltown, Iowa 50158.

Attendance

Members Present:

Directors Amber Danielson, Joanna Hofer, Larry Johnson, Deb Jones, Paul Pohlson

Members Absent:

Directors Clark Lawler, Chris Brodin

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

Additions/Deletions to the Old Business Agenda:

None.

Approval of the Old Business Agenda:

Motion:

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

Approval of the Old Business Consent Agenda Action Items:

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

Old Business Regular Agenda Action Items:

None.

Adjournment of Old Board Sine Die:

Board President Johnson adjourned the old Board sine die at 4:02 p.m.

NEW BUSINESS:

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 4:02 p.m. on Wednesday, December 11, 2024 in the IVCCD District Services Building Board Room, 3702 South Center Street, Marshalltown, Iowa 50158.

Attendance

Members Present:

Directors Amber Danielson, Joanna Hofer, Larry Johnson, Deb Jones, Paul Pohlson

Members Absent:

Directors Clark Lawler, Chris Brodin

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

Election of Board President:

Board Secretary Casey opened the floor for nominations for Board President. Director Hofer nominated Director Larry Johnson for Board President. Director Danielson nominated Director Joanna Hofer for Board President. Because there was more than one nomination, Board Secretary Casey distributed paper ballots in accordance with Iowa Code Section 21.3. After board members completed their ballots, Board Secretary Casey read the results: Director Hofer - 4 votes and Director Johnson - 1 vote. With the majority vote, Director Hofer was elected Board President.

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 Jones moved approval of the New Business Agenda, including the New Business Consent Action Items. Motion seconded by Director Danielson. 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 Danielson nominated Director Johnson as Board Vice-President. Director Johnson declined the

nomination. Director Pohlson nominated Director Danielson as Board Vice-President. Director Jones seconded. President Hofer said Danielson was appointed by affirmation.

Appointment of Board Secretary and Oath of Office:

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

Appointment of Board Treasurer and Oath of Office:

Board President Hofer appointed Gena Garber 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.

Appointment of Board Standing Committees:

Deferred to the January 2025 Board meeting.

Appointment of IACCT Board Representative and Alternate:

Deferred to the January 2025 Board meeting.

Recognition of Student and Faculty Representatives to the Board:

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: Melissa Moulder/BCS; Dr. Danielle Kness/MCC; Joerg Rochlitzer/ECC; and Barb Hall/IVG.

Recognitions for the Month of December:

- Danielle Kness, DVM was recognized as the recipient of a 2024 Outstanding Community College Award, hosted by Community Colleges for Iowa. She was nominated by Iowa Valley Community College District for the Outstanding Faculty Award.
- Ameer Schmidt, Marshalltown Community College faculty member, was recognized for her appointment as chair of the Modern Language Association (MLA) Committee on Community Colleges.
- The MCC Construction students and faculty member Jake Bennett were recognized for completing the MCC Housing storage garage. The 24x40 unit resulted in a \$25,000 savings for MCC.
- Tracy Crippin-Haake was recognized as the recipient of a 2024 Outstanding Community College Award, hosted by Community Colleges for Iowa. She was nominated by Iowa Valley Community College District for the Outstanding Staff Award.

Introduction of New Employees:

None.

New Business Consent Agenda:

President's Comments Regarding the Consent Agenda

Dr. Anne Howsare Boyens recognized the December graduates from Ellsworth Community College and Marshalltown Community College. She also noted IVCCD will enter into a Transfer Institution Agreement with Western Governors University (WGU).

Approval of Consent Agenda:

Director Johnson moved approval of the Old Business Consent Agenda Items: Item 11.1 - Approval of the Personnel Report, Item 11.4. - Approval of ECC and MCC December 2024 Graduate Application Lists; and Item 11.5 - Approval of Transfer Institution Agreement between IVCCD and WGU. Motion seconded by Director Jones. Motion carried unanimously.

NEW BUSINESS REGULAR AGENDA

New Business Regular Agenda Action Items

Approval and Public Hearing on the Plans, Specifications, Form of Contract and Estimated Cost and Setting the Date for Bid Opening for the IVCCD-MCC Science Labs Construction Project

After announcing the formal opening of the public hearing on the IVCCD-MCC Science Labs Construction Project and that notice has been appropriately published, Board President Hofer requested any written or oral objections to be presented. Board President Hofer then declared the time for receiving such written and oral objections to be closed.

Dr. Matt Schmit requested approval of the plans, specifications, form of contract, and estimated cost for the IVCCD- MCC Science Labs Construction Project, 3702 S. Center Street, Marshalltown, Iowa, 50158 and setting the date for bid opening for Jan. 28, 2025 at 1 p.m. at the Iowa Valley Community College District Administration Building Board Room, 3702 South Center Street, Marshalltown, IA 50158, and setting the date for bid approval for February 12, 2025 at 4 p.m., at the Iowa Valley Community College District Administration Building Board Room, 3702 South Center Street, Marshalltown, IA 50158. Board Secretary Casey was directed to post the required notice to bidders.

Motion:

Director Jones moved approval of the plans, specifications, form of contract, and estimated cost for the IVCCD- MCC Science Labs Construction Project, 3702 S. Center Street, Marshalltown, Iowa, 50158 and setting the date for bid opening for Jan. 28, 2025 at 1 p.m. at the Iowa Valley Community College District Administration Building Board Room, 3702 South Center Street, Marshalltown, IA 50158, and setting the date for bid approval for February 12, 2025 at 4 p.m., at the Iowa Valley Community College District Administration Building Board Room, 3702 South Center Street, Marshalltown, IA 50158. Motion seconded by Director Pohlson. On a roll call vote: Ayes – Directors Danielson, Jones, Pohlson, Hofer, and Johnson. Motion carried unanimously.

Approval of contract with Shive Hattery for the MCC Utility Tech Building

Dr. Matt Schmit requested approval for a contract with Shive Hattery, Architecture & Engineering in West Des Moines. Marshalltown Community College is in need of a new storage building or buildings of approximately 8,000 square feet to store vehicles and equipment for the Power Technology Program. The building will require multiple overhead doors and an interior minimum height of approximately 20 feet. The purpose of this project is to provide some initial design for the new building (s), investigate and provide initial concepts for development of the site and building; determine budget, delivery method, and schedule for the future project; and determine needs for remaining design, bidding, and construction phases based on the decisions made and documented. The total cost, paid out in a lump sum payment, includes general pre-design and schematic design, landscaping, and site survey for \$25,000.

Motion:

Director Danielson moved approved of the contract with Shive Hattery for the MCC Utility Tech Building in the amount of \$25,000. Motion seconded by Director Pohlson. Motion carried unanimously.

Approval of 260F Iowa Jobs Training Agreement with AgCulture Marketing

Val Ruff with Business and Community Solutions requested approval of a 260F Iowa Jobs Training Agreement with AgCulture Marketing in Rhodes, Iowa. This marketing agency, originally established in 2016 as a part-time freelance endeavor by the founder, began on a modest scale. In 2021, the founder transitioned from her full-time role at another company to fully dedicate herself to expanding the agency, with a focus on delivering digital services to the underserved agriculture sector. Today, the company employs seven people—six full-time and one part-time—with plans to grow to twenty employees within the next five years. This is their very first 260F project. They plan to use their funding for training in marketing, graphic design, leadership, and strategic planning.

Motion:

Director Johnson moved approval of the 260F Iowa Jobs Training Agreement with AgCulture Marketing in the amount of \$18,193. Seconded by Director Jones. Motion carried unanimously.

Approval of 260F Iowa Jobs Training Agreement with Alliant Energy

Val Ruff with Business and Community Solutions requested approval of a 260F Iowa Jobs Training Agreement Alliant Energy in Marshalltown. Alliant Energy has 2,000 total employees in Iowa and 126 employees in the Marshalltown area alone. Alliant Energy's Iowa energy company provides electric and natural gas services to 83 of Iowa's 99 Counties. The company is headquartered in Cedar Rapids and has around 2,000 Iowa-based employees. This is the fifth contract with Alliant Energy, and they plan to use the funding for CPR/First Aid training, Wind Training, as well as some other safety training.

Motion:

Director Pohlson moved approval of the 260F Iowa Jobs Training Agreement with Alliant Energy in the amount of \$30,596. Seconded by Director Danielson. Motion carried unanimously.

Monthly Financial Statements and Investment Report

Ms. Garber reviewed the October 2023 financials and noted there was nothing remarkable. She noted a request from Director Lawler to compare actuals to actuals and will include that in the next report. The audit report was provided on OnBoard for review and will be approved at the January Board meeting.

Board President's Report

Board President Hofer noted her involvement in the Midwest Higher Education Consortium as an IACCT representative and serving as an Iowa delegate at a recent conference in Kansas City.

President's Report

Dr. Howsare Boyens noted the Community Colleges for Iowa conference held the first week of December and the many attendees and great representatives from Iowa Valley Community College District. She also noted meeting with the District's three new legislators, Sen.-Elect Kara Warne; Rep.-Elect David Blom; and Rep.-Elect Brett Baker. Dr. Howsare Boyens also noted the performance of the MCC ESports team for their work in the classroom in addition to their national championships. She also acknowledged Director Larry Johnson who served as a tremendous mentor and leader to her during her first year as President and thanked him for his many years serving as Board President.

Board of Directors Report

None.

Board Secretary's Report

Board Secretary Casey reminded the Board about the next board meeting, which follows closely after the holidays.

Adjournment

The Board meeting adjourned at 4:54 p.m.



Joanna Hofer, Board President



Abigail Casey, Board Secretary