



## **IVCCD Board of Directors Meeting & Fall Retreat**

Wednesday, November 13, 2024 at 4:00 PM

Ellsworth Community College, Agricultural & Renewable Energy Center, Room 110, 705 Ellsworth Avenue, Iowa Falls, 50126

### **Attendance:**

Members Present: Chris Brodin, Amber Danielson, Joanna Hofer, Larry Johnson, Deb Jones and Clark Lawler

Absent: Paul Pohlson

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

### **Call to Order:**

Board President Johnson called the regular session of the Iowa Valley Community College District Board of Directors to order at 4:00 p.m. on Wednesday, Nov. 13, 2024 at the Ellsworth Community College, Agricultural & Renewable Energy Center, Room 110, 705 Ellsworth Avenue, Iowa Falls, 50126

### **Additions/Deletions to the Agenda:**

Board President Johnson noted the Board would not adjourn but remain in open session to approve the 2025-2030 Strategic Plan following the conclusion of the Board Retreat.

### **Approval of the Agenda:**

Director Jones moved approval of the agenda. Motion seconded by Director Danielson. Motion carried unanimously.

### **Introduction of and Comments from Representatives to the Board:**

Business & Community Solutions Representative Ashley Patlan, Iowa Valley Grinnell Representative Luke Shepherd, MCC Biology Faculty Danielle Kness, and ECC Social Science Faculty Joerg Rochlitzer shared about activities within their units.

### **Recognitions:**

Dr. Barb Klein recognized ECC holding its Fall 2024 Phi Theta Kappa Induction Ceremony with 15 students being honored on October 29. Students are eligible to join Phi Theta Kappa with a cumulative grade point average (GPA) of 3.50 or higher and completion of 12 semester hours or more. PTK advisors Joerg Rochlitzer and Dr. Michael Le put together a wonderful celebration for our students and their families. Dr. Barb Klein also recognized ECC for welcoming 17 students from Germany to visit the campus and learn more about agriculture in Iowa. Kevin Butt and Dwayne Faidley provided them a full itinerary with a visit to Honey Creek Dairy, the Edgewood Locker, and Landus Cooperative. They were part of a drone demonstration with HTS Ag and took a look at the Ag Leader technology, specifically Cart ACE. They visited the State Capitol and

Iowa State University before departing back to Germany. This trip was part of ECC's ongoing partnership with BA Saxony.

**Introduction of New Employees:**

None.

**Strategic Presentation:**

ECC Physical Education Faculty Shawna Forsyth presented on various aspects of athletic training and exercise science, including the roles and work environment of an Athletic Trainer, the history of Athletic Training at Ellsworth Community College, and student activities and experiences within the program.

**Consent Agenda:**

**President's Comments Regarding the Consent Agenda:**

Dr. Howsare Boyens thanked DCW Cashing, LLC for a donation to the Education and Training Center, Martha-Ellen Tye Foundation for its donation to Marshalltown Community College, and Marshalltown Company for its donation to the MCC Trades programs.

**Approval of the Consent Agenda:**

Motion: Director Brodin moved approval of the Consent Agenda Items: Item 5.1. - Approval of Minutes; Item 5.2 - Personnel Report; Item 5.3. - Approval of Bills as Audited by the Finance Committee; and Item 5.5 - Acceptance of Gifts and Grants. Motion seconded by Director Hofer. Motion carried unanimously.

**Regular Agenda:**

**Approval of IVCCD Voluntary Early Retirement Plan Applications**

The District requested approval of one IVCCD Voluntary Early Retirement Plan Application.

**Motion:**

Director Brodin moved approval of the Early Retirement Plan Application. Motion seconded by Director Jones. Motion carried unanimously.

**Approval to Set the Date for a Public Hearing on the Plans, Specifications, Form of contract and Estimated Cost for the IVCCD-MCC Science Labs Construction Project**

Dr. Matt Schmit requested the approval to set the date for a public hearing on the Plans, Specifications, Form of Contract, and Estimated Cost for the IVCCD-MCC Science Labs Construction Project for 4 p.m. Dec. 11, 2024 at the Iowa Valley Business & Community Solutions, Room 612/614, 3702 S. Center Street, Marshalltown, Iowa 50158.

**Motion:**

Director Danielson moved approval of Setting the Public Hearing on the plans, specifications, form of contract and estimated cost for the Iowa Valley Community College District-MCC Science Labs Construction Project, for 4 p.m. Dec. 11, 2024 at Iowa Valley Business & Community Solutions Room 612/614, 3702 South Center Street, Marshalltown, IA 50158.

Motion was seconded by Director Lawler. On roll call vote: Ayes - Directors Danielson, Jones, Lawler, Brodin, Hofer, and Johnson. Motion carried unanimously.

**Approval of 260F Iowa Jobs Training Agreement with Pro Trade LLC, \$18,434**

Neysa Hartzler with Business & Community Solutions requested approval of a 260F Iowa Jobs Training Agreement with a new company, Pro Trade in Le Grand, Iowa. They currently have three employees. Pro Trade was started in May 2024 to fill a construction need for data centers. At this time, their employees are remodeling an office property for U.R. Energy Company. This includes building demolition, roofing, siding, plumbing, indoor remodeling, deck building, light electrical work, tree removal, and landscaping. This is the very first contract with them. They plan to add several positions to grow their business in the next year and plan to use their training funds for Miner Technician Training, Energy Training, and cryptocurrency technology training and regulation.

**Motion:**

Director Lawler moved approval of the 260F Iowa Jobs Training Agreement with Pro Trade in the amount of \$18,434. Motion seconded by Director Jones. Motion carried unanimously.

**Approval of 260F Iowa Jobs Training Agreement with Manatt's Inc., \$20,608**

Neysa Hartzler with Business & Community Solutions requested approval of a 260F Iowa Jobs Training Agreement with Manatt's in Brooklyn, Iowa. They currently have 749 permanent employees statewide, 192 full-time employees and 557 seasonal employees. The company started in 1947 as a trucking company. Soon Manatt's shifted into the construction company and is now a heavy highway construction company building roads and bridges in Iowa. This is the 20th contract with them. They plan to use their funding for a second round of leadership development training with their frontline managers from the same instructor Iowa Valley used last year.

**Motion:**

Director Brodin moved approval of the 260F Iowa Jobs Training Agreement with Manatt's in the amount of \$20,608. Motion seconded by Director Jones. Motion carried unanimously.

**Approval of Marshalltown Community College Dam Repairs - \$42,000**

Dr. Matt Schmit shared the quote for the removal of trees along both banks of the MCC dam using mechanical removal (trees and stumps completely removed). Trees removed will be chipped and wood chips piled on site. The dam will be repaired (holes filled in and granular bentonite applied where necessary to prevent seepage). The banks will be smoothed and site left in a seedable condition at completion of work. Estimated range in cost of \$35,000 to \$42,000.

**Motion:**

Director Hofer moved approval of the Marshalltown Community College Dam Repairs quote in the amount of \$42,000 with Iowa Pond Guy, LLC. Motion seconded by Director Jones. Motion carried unanimously.

### **Approval of Ellsworth Community College Bleachers Project - \$98,397**

Dr. Barb Klein shared the quote to remove and replace bleachers in the Martin Ellsworth Dittmer Gymnasium with Excel Seat Module Bleachers. The design will include seven permanent ADA notches with rails and self-storing hand rails. Dittmer Gymnasium hosts the ECC volleyball, basketball, and wrestling teams and will be able to seat 570 spectators. Total cost for materials delivered and installed is \$98,397.

#### **Motion:**

Director Danielson moved approval of the Ellsworth Community College Bleachers quote in the amount of \$98,397 with Townsend Company. Motion seconded by Director Brodin. Motion carried unanimously.

### **Information Items:**

#### **Monthly Financial Statements**

Ms. Garber shared information regarding the monthly financial statements.

#### **Board President's Report:**

None.

#### **Board of Directors Report:**

Director Hofer shared information from the joint meeting of IACCT and the Presidents.

#### **President's Report:**

Dr. Howsare Boyens provided some details on the HLC visit and reported a great visit that was truly "Our Time to Shine." The HLC report is expected sometime in January.

#### **Board Secretary's Report:**

Ms. Pelzer said the MCC Jingle & Mingle will take place at 3 p.m. prior to the next regular board meeting on Dec. 11 and invitations were distributed to the MCC Honors Symposium on Dec. 12.

### **BOARD RETREAT AGENDA:**

#### **Recess for Dinner**

#### **Call to Order**

Board President Johnson called the Board Retreat of the Iowa Valley Community College District Board of Directors to order at 5:26 p.m.

#### **2024 ACCT Leadership Congress Report**

Directors Hofer, Lawler, Brodin, and Danielson, as well as Dr. Howsare Boyens and Board Secretary Pelzer, reported on the recent ACCT Leadership Conference held in Seattle, WA. Several insights from the various sessions were shared and discussed.

**Approval of 2025-2030 Strategic Plan**

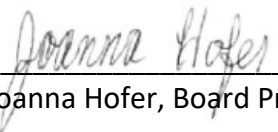
Stacy Van Gorp of See What I Mean (SWIM) presented on the process of developing the strategic plan, which included several meetings in which information was gathered from all employees and the Board of Directors. Survey results were shown indicating strong agreement with the goals as presented. The four goals of the plan include: Inspiring Lifelong Learning and Foster an Inclusive Environment, Empower Students for Success, Prepare a Future-Ready Workforce, and Ensure Sustainable Growth Through Collaboration and Innovation. The next step is to shape the development of implementations plans with faculty and staff and determine metrics and staff.

**Motion:**

Director Hofer moved approval of the 2025-2030 Strategic Plan. Motion seconded by Director Danielson. Motion carried unanimously.

**Adjournment:**

The Board meeting and retreat adjourned at 6:41 p.m.

  
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Joanna Hofer, Board President

  
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Abigail Casey, Board Secretary

12-11-2024

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Date