



Iowa Valley Community College District  
Board of Directors Meeting Minutes  
Oct 11, 2023 at 4:00 PM CDT  
@ Iowa Valley Business and Community Solutions, Rooms 608/610, 3702 South Center  
Street, Marshalltown, Iowa 50158

## **Attendance**

### **Present:**

Members: Chris Brodin, Larry Johnson, Deb Jones, Clark Lawler, Jackie Pippin, Paul Pohlson

### **Absent:**

Members: Joanna Hofer

Also in attendance were President Dr. Kristie Fisher, Board Secretary Barbara Jennings, 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, October 11, 2023 in the Iowa Valley Business and Community Solutions, Rooms 608/610, 3702 South Center Street, Marshalltown, Iowa 50158.

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

There were no additions/deletions to the Agenda.

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

#### **Motion:**

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

### **Correspondence and/or Visitors:**

The Board received correspondence. There were no visitors.

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

- MCC Faculty Representative to the Board, Dr. Danielle Kness, shared information regarding MCC's activities.
- BCS Representative to the Board, Morgan Frederick, shared information regarding BCS's activities.
- ECC Faculty Representative to the Board, Joerg Rochlitzer, shared information regarding MCC's activities.

### **Public Comment:**

There were no comments from the public.

**Recognitions:**

There were no recognitions.

**Introduction of New Employees:**

Dr. Fisher introduced the following new MCC employees on behalf of MCC:

- Charlene Summers, English and Communications Faculty
- Jocelyn Frohwein, Digital Media Faculty
- Jaime Martinez, Mathematics Faculty

**Strategic Presentation - Strategic Agenda Outcome #4 - Strengthen IVCCD's Sustainability**

Dr. Fisher provided an update on the Bond Referendum projects to date and noted future reports would be included with the financials in January and April with a final report in July/August. Dr. Fisher suggested the Board consider running another Bond Referendum prior to the final payment for the current bonds.

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

- Dr. Fisher noted the Board Policies/Guidelines on the agenda were those remaining for the Department of Education visit.
- Dr. Fisher noted Dr. Howsare Boyens' request to extend Barb Jennings voluntary early retirement date to January 31, 2024 with all the same terms as the Board's prior approval of her application.

**Approval of the Consent Agenda:****Motion:**

Director Brodin moved to approve the Consent Agenda Action Items: Item 5.1. - Approval of Minutes; Item 5.2. - Personnel Report and Adjunct Instructors Report; Item 5.3. Approval of Bills as Audited by the Finance Committee; Item 5.4. - Review and Approval of Board Polices; and Item 5.6. – Early Retirement Date Change for Barb Jennings to January 31, 2024. Motion seconded by Director Pippin. Motion carried unanimously.

**REGULAR AGENDA****Approval of IVCCD President Dr. Anne Howsare Boyens' Employment Agreement:**

Board President Johnson reported he worked with Dr. Howsare Boyens on the terms of the agreement, and he requested approval.

**Motion:**

Director Lawler moved approval of the employment agreement between the Iowa Valley Community College District Board of Directors and President Dr. Anne Howsare Boyens. Motion seconded by Director Jones. Motion carried unanimously.

**Approval of IVCCD Voluntary Early Retirement Plan Application:**

Ms. Garber reported applications were sent to eligible employees, and to date, this was the first application received.

**Motion:**

Director Pohlson moved approval of the IVCCD Voluntary Early Retirement Plan Application from Kathy Siebring. Motion seconded by Director Pippin. Motion carried unanimously. Board President Johnson thanked Ms. Siebring for her work on behalf of the District and wished her well in her future endeavors.

**Approval of Contract between OPN Architects, Inc. and Iowa Valley Community College District for the Marshalltown Community College Science Labs Project:**

Dr. Fisher reported designs would be finalized in the next month, and the project would start summer 2024.

**Motion:**

Director Lawler moved approval of the contract between OPN Architects, Inc. and Iowa Valley Community College District for the Marshalltown Community College Science Labs project. Motion seconded by Director Pippin. Motion carried unanimously.

**Approval of Iowa Valley Community College District's 2024/2025 Last Dollar Scholarship Regional Selections:**

Dr. Breja reported that the two new programs added to IVCCD's regional list were 46.000 Construction Programs and 03.0101 Conservation Tech.

**Motion:**

Director Pippin moved approval of IVCCD's 2024/2025 Last Dollar Scholarship regional selections:

47. 0402 Gunsmith

47.0604 Automotive Service Technician and Mechanics

1.0301/.0307/.0399 Farm and Ranch Managers (Equine and Precision Ag)

46.000 Construction Programs

03.0101 Conservation Tech

Motion seconded by Director Pohlson. Motion carried unanimously.

**INFORMATION ITEMS**

**Monthly Financial Statements:**

- Ms. Garber reported on the revised FY24 budget, noting the spreadsheet was reformatted to include the FY22 Budget and Actuals, FY23 Budget and Pre-Audit Actuals, and FY24 Budget, and she explained the salary and other variances from the past year. With regard to the Investment Report, she noted the District has received good interest on its investments.
- Director Lawler requested a Board Finance Committee meeting prior to the December Board meeting to review all funds and to gain a better understanding of the transfers.

**Board President's Report:**

Regarding the November Board Retreat, Board President Johnson suggested in addition to the discussion on the ACCT Complimentary Board Retreat/Workshop that the Board have a session on getting acquainted. He requested Board members inform Board Secretary Jennings if there were other agenda items they wished to discuss at the retreat.

**Board Directors' Reports:**

There were no reports.

**President's Reports:**


- Dr. Breja provided an overview of the Fall 2023 census report, noting enrollment has increased over the past three years, which is a positive.
- Dr. Fisher noted the Iowa Department of Education would be on campus next week for IVCCD's Interim Accreditation Visit and Equity Visit.

**Board Secretary's Report:**

Board Secretary Jennings noted this was Dr. Fisher's last meeting and thanked her on behalf of all employees for her service to the District. Board President Johnson also thanked Dr. Fisher and noted we were fortunate to have her at IVCCD these past four years.

**Adjournment:**

The Board meeting adjourned at 5:31 p.m.

  
Larry W. Johnson, Board President

  
Barbara E. Jennings, Board Secretary