MINUTES

Present: Trustees Lois Bartelme, Paul Glenn, Karen Gorham, John Hall, Elaine Harrington, Jim Mollenhauer, Keith Stamp, John Swanson.

Also Present: Mick Starcevich, President; Sheryl Cook, Secretary.

Chair Bartelme called the meeting to order at 4:30 p.m.

Trustees Mollenhauer and Swanson moved and seconded approval of the minutes of the regular board meeting held on November 8, 2012 and directed them to be made a part of the permanent record. Motion carried: 8-0.

Trustees Gorham and Stamp moved and seconded approval of the agenda. Motion carried: 8-0.

Steve Carpenter gave the Kirkwood report. Chair Bartelme presented Steve with a retirement gift as a token of the Trustees appreciation for reporting to the Board over the past 15 years.

CONSENT AGENDA

Trustees Hall and Harrington moved and seconded approval of the Consent Agenda. Motion carried: 8-0.

A. Personnel (as attached to these minutes)
B. Change Orders:
   1. City Construction – KCETC - add - $8,479.00
   2. Knutson Construction – Linn Hall - add - $7,453.00
   3. Woodruff Construction – Linn County Regional Center – add $399.00
   4. City Construction – EagleTech – add $5,333.00
C. Synopsis of Bills pages 1 through 125 for total approval of $4,909,592.37
D. First Reading of Board Policy 244-Organizational Meeting

REGULAR AGENDA

Trustees Glenn and Swanson moved and seconded approval of preliminary Industrial New Jobs Training Agreements (260E) with:

1) Ascension, Inc. dba World Class Displays of Linn County
2) Leepfrong Technologies, Inc. of Johnson County

Motion carried: 8-0.

Trustees Hall and Mollenhauer moved and seconded approval of the Loan Agreement between Kirkwood Community College, the State of Iowa, the Iowa Department of Administrative Services and the Iowa Finance Authority for the Iowa Energy Bank Revolving Loan Program. Motion carried: 8-0.

Trustees Hall and Swanson moved and seconded approval to purchase the RuffaloCody building on Kirkwood campus for $900,000 and 15 acres of land on the corner of 76th Avenue and C Street SW. Motion carried: 8-0.
REPORTS OF PRESIDENT AND SECRETARY

Kim Johnson and staff reported on the Adult Career Pathway program.

Arron Wing and library staff reported on digital library services.

There being no further business coming before the Board, Trustees Mollenhauer and Harrington moved and seconded the meeting be adjourned at 6:40 p.m. Motion carried: 8-0.

By: ______________________________________  ______________________________________
     Lois Bartelme, Chair                        Sheryl Cook, Secretary
1. Retirement
   a. Steve Carpenter, Print Services Director, Marketing Services, who has been employed 23 years, effective December 31, 2012.

2. New Positions
   a. Consideration of negotiations for the employment of Anthony Jensen, Career Development Coordinator, Linn County Regional Center, effective November 26, 2012, at an annual salary of $25,000 for a 200-day contract.

3. Resignations/Terminations
   a. Laurie Driscoll, Study Abroad Coordinator, International Programs, effective November 1, 2012.
   c. Wendy Kohl, Coordinator, Patient Care Academy, Continuing Education & Training Services, effective November 30, 2012.
   d. Lindsay Upah, Case Manager, Heritage Area Agency on Aging, effective December 14, 2012.

4. Replacements
   a. Consideration of negotiations for the employment of Amy Kelly, Senior Accounts Receivable Coordinator, Finance, effective November 12, 2012, at an annual salary of $39,000. She replaces Carmen Miller.
   c. Consideration of negotiations for the employment of Sue Gardner, Center Assistant, Vinton Center, effective December 10, 2012, at an hourly rate of $13.11. She replaces Pat Gardner.
   e. Consideration of negotiations for the employment of Tanya Scott, Instructor, Medical Assisting, Allied Health, effective January 7, 2013, at an annual salary of $54,543 for a 201-day contract. She replaces Bev Philpott.
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5. Internal Transfers/Promotions
   a. Christine Cassidy, Marketing Coordinator, Marketing Services, has been promoted to Senior Marketing Coordinator, Marketing Services, effective January 1, 2013, at an annual salary of $43,227. She replaces Steve Carpenter.
   b. Angela Gillis, Department Coordinator, Industrial Technologies, has transferred to Department Coordinator, Social Sciences & Career Options, effective January 7, 2013, at no change in annual salary. She replaces Janie Gautier.

6. Change in Contract
   b. Mick Starcevich, President, extend contract from January 1, 2013, through December 31, 2015 at an annual salary of $255,000 for calendar year 2013.