MINUTES

Present: Trustees Lois Bartelme, Karen Gorham, John Hall, Elaine Harrington, Marcia Rogers (left the meeting at 6:05 p.m.), Keith Stamp, John Swanson.

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

Chair Bartelme called the meeting to order at 4:31 p.m.

Chair Bartelme declared the meeting open for Public Hearing on the FY 2012 Budget. There being no questions or comments, Trustee Stamp and Rogers moved and seconded the hearing be closed. Motion carried: 7-0.

Trustees Rogers and Harrington moved and seconded approval of the minutes of the regular board meeting held on February 3, 2011, and directed them to be made a part of the permanent record. Motion carried: 7-0.

Trustees Gorham and Hall moved and seconded approval of the amended agenda. Motion carried: 7-0.

REPORTS OF PRESIDENT AND SECRETARY

Steve Carpenter gave the Kirkwood report.

Carol Stax-Brown was introduced as the new Community College for International Development (CCID) president.

Jennifer Bradley introduced the All-Iowa Academic Team members: Thomas Langer, Nicholas Anderson, Michael Gilstrap and Carol Olson. Trustee Gorham presented each student with a $500 scholarship check.

Dawn Wood and Allison York gave a presentation on international programs and ELA.

Kristie Fisher presented information on enrollment trends.

CONSENT AGENDA

Trustees Hall and Rogers moved and seconded approval of the Consent Agenda. Motion carried: 7-0
A. Personnel (as attached to these minutes)
B. Change Orders:
   1. Sheets Design Build, LLC – Resource Center – add $10,061.00
   2. Miron Construction – Johnson Hall – add $19,992.00
C. Synopsis of Bills pages 1 through 138 for total approval of $4,251,982.19
D. Final Approval of the following Kirkwood Board Policies:
   1. 703 – Bookstore Profit Usage
   2. 709 – Budget
   3. 720 – Naming Policy
   4. 721 – Gifts, Grants and Bequests
   5. 722 – Depository of Funds
E. First Reading of the following Kirkwood Board Policies:
   1. 725 – Management of Internal Accounts – Activity Funds
   2. 730 – Expenditures – Purchasing Policy
   3. 732 – Expenditures – Purchase Orders
   4. 733 – Industrial New Jobs Training Program - Early Redemption of Industrial New Jobs Training Certificates
   5. 734 – Expenditures – Approval and Payment for Goods and Services

REGULAR AGENDA

Trustees Stamp and Swanson moved and seconded approval of the FY 2012 Budget. Motion carried: 7-0.

Trustees Harrington and Hall moved and seconded approval of final Industrial New Jobs Training Agreements (260E) pursuant to Chapter 260E, Code of Iowa and Supplemental Program, pursuant to Section 15A.7, Code of Iowa with the following companies:
   1. Great America Leasing Corporation of Linn County
   2. Bio Springer North America Corporation of Linn County
   3. Red Star Yeast Company LLC of Linn County
Motion carried: 6-0.

Trustees Harrington and Hall moved and seconded approval of preliminary Industrial New Jobs Training Agreement (260E) with the following companies:
   1. Timberline Manufacturing Company of Linn County
   2. Crystal Group Inc of Linn County
   3. JET Engineering of Linn County
Motion carried: 6-0.

Trustees Swanson and Stamp moved and seconded approval of a resolution fixing April 14, 2011 for a meeting on the proposition of entering into a Loan Agreement or Loan Agreements, not to exceed $16,000,000 Capital Loan Notes, Series 2011, providing for publication of notice thereof and authorizing the Board President and Secretary to take action in connection therewith. Motion carried: 6-0.

Trustees Stamp and Swanson moved and seconded approval of a resolution fixing April 14, 2011 for a hearing on the issuance of not to exceed $4,200,000 General Obligation School Refunding Bonds and providing for certain terms of sale. Motion carried: 6-0.

Trustees Hall and Gorham moved and seconded approval of Piper Jaffray & Company as financial services provider. Motion carried: 6-0.

Trustees Swanson and Gorham moved and seconded approval of renovations to Linn Hall and authorizing the publishing of notice to bidders and setting the date of May 5, 2011 for public hearing. Motion carried: 6-0.

There being no further business coming before the Board, Trustees Gorham and Stamp moved and seconded the meeting be adjourned at 6:36 p.m. Motion carried: 6-0.

By:

____________________________  ______________________________
Lois Bartelme, Chair                Sheryl Cook, Secretary
1. **New Positions**

   a. Consideration of negotiations for the employment of Kelley Drowne, Program/Development Coordinator, Workplace Learning Connection, effective February 1, 2011, at an annual salary of $36,000, contingent upon funding from the Workplace Learning Connection.


   c. Consideration of negotiations for the employment of Linda Warren, Human Resources Generalist, Human Resources, effective March 14, 2011, at an annual salary of $45,000.

2. **Resignations/Terminations**

   a. Mina Mouhda, Multimedia Developer, Academic Affairs, effective February 8, 2011.

   b. Lynn Benesh, Sales Associate, Bookstore, effective May 2, 2011.

3. **Retirement**

   a. Paulette Montague, Department Coordinator, Allied Health, effective June 30, 2011.

4. **Replacements**

   a. Consideration of negotiations for the employment of Cymie Wehr, Office Coordinator, Social Science/Career Option, effective January 26, 2011, at an annual salary of $25,000. She replaces Lana Bendixsen.

   b. Consideration of negotiations for the employment of David Bennett, Instructor, Energy Production & Distribution Technology, Industrial Technologies, effective February 1, 2011, at an annual salary of $58,447 for a 201-day contract. He replaces Tom Hyde.

   c. Consideration of negotiations for the employment of Ernie Decious, Custodial/Main Maintenance, Facilities, effective February 7, 2011, at an annual salary of $23,500. He replaces Tom Smull.

   d. Consideration of negotiations for the employment of E.J. Brink, Simulation Education Assistant, Continuing Education, effective March 15, 2011, at an annual salary of $27,250. He replaces Cindy Martin.

   e. Consideration of negotiations for the employment of Misty Brents, Advisor, Iowa City Campus, effective May 16, 2011, at an annual salary of $32,500. She replaces Sherry Black.

5. **Promotion**

   a. Carol S. Brown, National Director, CCSIP, CCID, has been promoted to President & Executive Director, CCID, effective April 18, 2011, at an annual salary of $112,000. She replaces John Halder.

6. **Internal Transfer**

   a. Cindy Martin, Simulation Education Assistant, Continuing Education, has transferred to Department Assistant, Continuing Education, effective January 4, 2011, at no change in her annual salary. She replaces Heather Mell.

   b. Steve Carpenter, Public Information Services Director, Marketing Services, has transferred to Print Services Director, Marketing Services, effective March 1, 2011, at no change in his annual salary. He replaces Sheri Erkel.