MINUTES

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

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

Chair Bartelme called the meeting to order at 4:32 p.m.

Chair Bartelme declared the meeting open for Public Hearing on a Prime Contract (general, mechanical, electrical and telecom combined) for Renovation to Linn Hall. There being no questions or comments, Trustees Mollenhauer and Rogers moved and seconded the hearing be closed. Motion carried: 9-0.

Re-elected Trustee Marcia Rogers was administered the oath of office by Elaine Harrington.

Trustees Gorham and Hall moved and seconded approval of the minutes of the organizational board meeting held on October 6, 2011, and directed them to be made a part of the permanent record. Motion carried: 9-0.

Trustee Harrington and Stamp moved and seconded approval of the agenda. Motion carried: 9-0.

REPORTS OF PRESIDENT AND SECRETARY

Steve Carpenter gave the Kirkwood report.

Carter Baldwin shared information on IowaWORKS, and after the meeting gave a tour of the office area at Lindale Mall.

Amy Lasack gave an update on activities at the Kirkwood Training and Outreach Services center and gave a tour of the facility.

CONSENT AGENDA

Trustees Rogers and Stamp moved and seconded approval of the Consent Agenda. Motion carried: 9-0.

A. Personnel (as attached to these minutes)
B. Change Orders:
   1. Acterra Group, Inc. – Wind Turbine – add $2,000.00
   2. Acterra Group, Inc. – Wind Turbine – add $15,500.00
   3. Woodruff Construction LLC – Iowa Hall – add $49,313.00
   4. Woodruff Construction LLC – Iowa Hall – add $7,003.00
   5. Miron Construction – Johnson Hall - add $12,068.00
   6. Miron Construction – Johnson Hall – add $10,238.00
   7. Portzen Construction – Jones Hall Energy Center – add $7,844.00
   8. Gingerich Well & Pump Services – Linn Hall Geothermal – add $5,546.00
C. Synopsis of Bills pages 1 through 119 for total approval of $4,359,602.72
D. Trustee Check Signing Process
E. 2012 Board Meeting Schedule
F. Audit Committee Charter
REGULAR AGENDA

Trustees Hall and Mollenhauer moved and seconded approval of the Retirement Incentive Program through 2015. Ayes: Bartelme, Gorham, Hall, Harrington, Mollenhauer, Rogers, Stamp, Swanson. Nays: Glenn. Motion carried: 8-1.

Trustees Mollenhauer and Swanson moved and seconded approval for Knutson Construction to be the prime contractor for renovation to Linn Hall at the low bid of $23,318,000 (bid includes base bid and Alternates 1 & 2). Motion carried: 9-0.

Trustees Stamp and Harrington moved and seconded approval of a resolution directing the acceptance of a proposal to purchase $46,500,000 General Obligation School Bond Anticipation Project Notes, Series 2011. Motion carried: 9-0.

Trustees Gorham and Hall moved and seconded approval of a resolution for $4,200,000 Energy Management Improvement Capital Loan Notes, Taxable Series 2011, approving and authorizing a form of Loan and Disbursement Agreement by and between Kirkwood Community College and the Iowa Department of Administrative Services and authorizing and providing for the issuance and securing the payment of $4,200,000 Energy Management Improvement Capital Loan Notes, and providing for a method of payment of said notes. Motion carried: 9-0.

Trustees Mollenhauer and Rogers moved and seconded approval of a resolution authorizing the substitution and appointment of Bankers Trust Company to serve as paying agent, note registrar, and transfer agent for certain outstanding certificates, bonds and notes, and approving and authorizing the execution of a paying agent, note registrar and transfer agent agreement with Bankers Trust Company with respect to said certificates, bonds and notes. Motion carried: 9-0.

Trustees Mollenhauer and Rogers moved and seconded approval of a resolution authorizing the substitution and appointment of Bankers Trust Company to serve as agent in connection with certain authorized issues of Certificates, and approving and authorizing the execution of an Agency Agreement. Motion carried 9-0.

Trustees Stamp and Harrington moved and seconded approval of a resolution approving Post-Issuance Compliance policy. Motion carried: 9-0.

There being no further business coming before the Board, Trustees Harrington and Mollenhauer moved and seconded the meeting be adjourned at 6:00 p.m. Motion carried: 9-0.

By: ___________________________________________  ___________________________________________
Lois Bartelme, Chair                        Sheryl Cook, Secretary
1. **New Positions**

2. **Resignations/Terminations**
   b. Xiaomei Gu, Emerging Technologies Specialist, Library, effective October 27, 2011.

3. **Replacements**

4. **Promotion**
   a. Craig Morrison, Desktop Support Specialist, Information Technologies, has been promoted to System Technician, Information Technologies, effective October 13, 2011, at an annual salary of $38,782. He replaces Mike Sina.

5. **Internal Transfer**
   a. Tanya Barth, Simulation Education Assistant, Continuing Education, has transferred to Health Education Assistant, Continuing Education, effective November 1, 2011, at no change in her salary.
   b. D.J. Hennager, Assistant Professor, Human Anatomy, Math/Science 174-day contract, has transferred to Assistant Professor, Anatomy/Physiology, Math/Science, at an annual salary of $61,146 for a 201-day contract. He replaces Johanna Krucekberg.