KIRKWOOD COMMUNITY COLLEGE
Organizational Meeting of the Board of Trustees, Thursday, November 11, 2010, 4:30 PM
Business Event Room, The Kirkwood Center
Kirkwood Community College, Cedar Rapids, IA

MINUTES

Present: Trustees Lois Bartelme, Paul Glenn, Karen Gorham, 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 4:37 p.m.

Chair Bartelme declared the meeting open for Public Hearing on the Proposition of the Issuance of not to exceed $6,000,000 Industrial New Jobs Training Certificates. There being no questions or comments, Trustee Swanson and Mollenhauer moved and seconded the hearing be closed. Motion carried: 8-0.

Chair Bartelme declared the meeting open for Public Hearing on the Resource Center Remodeling project. There being no questions or comments, Trustee Gorham and Rogers moved and seconded the hearing be closed. Motion carried: 8-0.

Trustees Glenn and Swanson moved and seconded approval, as amended, the minutes of the regular board meeting held on October 14, 2010, and directed them to be made a part of the permanent record. Motion carried: 8-0.

Trustees Gorham and Harrington moved and seconded the Board adjourn. Motion carried: 8-0.

The meeting was turned over to Board Secretary Cook for the purpose of organizing the Board of Trustees for FY 2010-11.

Secretary Cook called the organizational meeting to order.

Trustee Glenn nominated Lois Bartelme for the office of Chair, Kirkwood Board of Trustees, for a one-year term. Trustee Harrington seconded the motion.

Trustees Glenn and Mollenhauer moved and seconded nominations close. Motion carried: 8-0.

Lois Bartelme was elected to the position of Chair by acclamation.

The meeting was turned over to newly elected Board Chair, Lois Bartelme.

Trustee Gorham nominated Jim Mollenhauer for the office of Vice Chair, Kirkwood Board of Trustees, for a one year term. Trustee Swanson seconded the motion.

Trustees Glenn and Rogers moved and seconded nominations close. Motion carried 8-0.

Jim Mollenhauer was elected to the position of Vice Chair by acclamation.

Trustee Glenn nominated Sheryl Cook for the position of Secretary, Board of Trustees, and Jim Choate for the position of Treasurer, Board of Trustees for a one year term. Trustee Mollenhauer seconded the nomination.

Trustees Gorham and Rogers moved and seconded that nominations close. Motion carried 8-0.

Trustee Stamp administered the oath of office to the Secretary and Treasurer.

Trustees Harrington and Swanson moved and seconded approval of the agenda. Motion carried: 8-0.

REPORTS OF PRESIDENT AND SECRETARY

Steve Carpenter gave the Kirkwood report.

Jenny Lensch gave a report on the responsibilities of the Record Evaluator and shared the updated diploma cover and new graduation gowns.

Bob Driggs and Curtis Mitchell shared information on a new math program that will be piloted this spring in an effort to help students who come to Kirkwood not prepared for college-level math.
CONSENT AGENDA

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

A. Personnel (as attached to these minutes)
B. Change Orders:
   1. Miron Construction – Johnson Hall – add $12,325.00
   2. Miron Construction – Johnson Hall – add $62,175.00
C. Synopsis of Bills pages 1 through 127 for total approval of $4,635,646.88
D. Final Approval of the following Kirkwood Board Policies:
   1. 243 – Annual Meeting
   2. 244 – Organization Meeting
   3. 246 – Conduct of Meetings
   4. 251 – Bills
   5. 254 – School Board Member Liability
E. First Reading of the following Kirkwood Board Policies:
   1. 303 – Appointment of the President
   2. 304 – Duties of the President
   3. 313 – Non-Discrimination Policy
   4. 320 – Recognition for Service
   5. 321 – Early Retirement Incentive Program
   6. 330 – Community College Administration of Chapter 260E Training Programs
F. Resolution approving ACE Agreements and Annual Program Updates
G. Resolution approving Kirkwood Community College withdraw from Insurance Management Program for Area Community Colleges (IMPACC) and terminate its membership effective June 30, 2010.

REGULAR AGENDA

Trustees Rogers and Mollenhauer moved and seconded approval of a resolution instituting proceedings to take additional action for the issuance of not to exceed $6,000,000 Industrial New Jobs Training Certificates. Motion carried: 8-0

1. Approval of a Resolution Directing the Sale and Delivery of $1,985,000 Industrial New Jobs Training Certificates, Series 2010-1A.
2. Approval of a Resolution Directing the Sale and Delivery of $3,590,000 Industrial New Jobs Training Certificates, Series 2010-1B.
3. Approval for Placing the Form of Tax Exemption Certificate on File.
5. Approval of a Resolution Authorizing the Issuance of $5,575,000 Industrial New Jobs Training Certificates, Series 2010-1A, and Series 2010-1B, an providing for the Securing of such Certificates for the purpose of carrying out an Industrial New Jobs Training Program Project designated as the 2010-1 Multiple Project.

Trustees Glenn and Swanson moved and seconded approval of Sheets Design Build, LLC as low bidder for the Resource Center remodeling project for the amount of $504,683.00. Motion carried: 8-0.

Trustees Mollenhauer and Stamp moved and seconded approval of the following preliminary Industrial New Jobs Training Agreement (260E):
1. Oak Street Manufacturing of Jones County
2. Diamond V Mills, Inc of Linn County
3. DV Technologies, Inc of Linn County
Motion carried: 8-0.

Trustees Harrington and Swanson moved and seconded approval to move the following programs from the developmental phase to the implementation phase:
1. Advanced Manufacturing
2. Energy Production and Distribution
Motion carried: 8-0.

There being no further business coming before the Board, Trustees Mollenhauer and Rogers moved and seconded the meeting be adjourned at 5:55 p.m.

By:

Lois Bartelme, Chair
Sheryl Cook, Secretary
Board of Trustees' Agenda  
November 11, 2010  
PERSONNEL

1. New Positions
   a. Consideration of negotiations for the employment of Janelle White, Fiscal Assistant, Heritage Area Agency on Aging, effective November 8, 2010, at an annual salary of $32,500, contingent upon funding from the Older American’s Act.

2. Replacements
   a. Consideration of negotiations for the employment of Barb Mussman, Workforce Career Consultant, Skills-to-Employment, effective November 1, 2010, at an annual salary of $33,609, contingent upon funding from Promise Jobs. She replaces Tracy Maas.
   b. Consideration of negotiations for the employment of Nathan Wolter, Bookstore Supervisor, Iowa City Bookstore, effective November 15, 2010, at an annual salary of $32,500. He replaces Beth Cawiezell.

3. Resignations/Terminations
   b. Lana Bendixsen, Office Coordinator, Social Science/Career Option, effective October 25, 2010.
   d. Kelly Bossard, Instructor, Nursing, Nursing Programs, effective December 16, 2010.

4. Promotion
   a. Ingrid Wensel, Associate Director, Heritage Area Agency on Aging, has been promoted to Director, Heritage Area Agency on Aging, effective October 16, 2010, at an annual salary of $62,900. She replaces Elizabeth Selk.

5. Internal Transfer
   a. Dana Lighthall, Network Technology Supervisor, Information Technologies, has transferred to Purchasing & Inventory Manager, Information Technologies, effective October 11, 2010, at no change in her annual salary. She replaces Gina O’Connor.