KIRKWOOD COMMUNITY COLLEGE
Organizational Meeting of the Board of Trustees
Thursday, October 10, 2013, 4:30 P.M.
Kirkwood Linn County Regional Center
Hiawatha IA

MINUTES

Present: Trustees Lois Bartelme, Paul Glenn, Karen Gorham, John Hall, 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.

Trustees Mollenhauer and Stamp moved and seconded approval of the minutes of the regular board meeting held on September 12, 2013, and directed them to be made a part of the permanent record. Motion carried: 8-0.

Trustees Hall and Swanson 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 2013-14.

Secretary Cook called the organizational meeting to order.

Trustee Gorham administered the oath of office to re-elected Trustees Stamp, Bartelme, Swanson, and Mollenhauer, and newly elected Joel Thys.

Trustee Stamp nominated Lois Bartelme for the office of Board Chair. Trustee Gorham seconded the motion.

Trustees Glenn and Swanson moved and seconded that nominations close. Motion carried: 9-0.

Trustee Lois Bartelme was elected to the position of Board Chair. Motion carried: 9-0.

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

Trustee Gorham nominated Jim Mollenhauer for the office of Vice Chair. Trustee Hall seconded the motion.

Trustees Glenn and Rogers moved and seconded nominations close. Motion carried 9-0.

Trustee Jim Mollenhauer was elected to the position of Vice Chair. Motion carried: 9-0.
Trustee Gorham nominated Sheryl Cook for the position of Secretary, Board of Trustees, and Jim Choate for the position of Treasurer, Board of Trustees. Trustee Mollenhauer seconded the nomination.

Trustees Glenn and Hall moved and seconded that nominations close. Motion carried 9-0.

Sheryl Cook was elected to the position of Board Secretary and Jim Choate was elected to position of Treasurer. Motion carried: 9-0.

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

Trustees Mollenhauer and Hall moved and seconded approval of the agenda. Motion carried: 9-0.

Wendy Good and Justin Hoehn gave the Kirkwood Report.

CONSENT AGENDA

Trustees Swanson and Rogers moved and seconded approval of the Consent Agenda. Motion carried: 9-0.
A. Personnel (as attached to these minutes)
B. Change Orders:
   1. Woodruff Construction – Linn Regional – deduct $16,957.00
   2. Bi-State Contracting – Washington Regional – deduct $3,489.49
   3. Knutson Construction – Linn Hall – add $13,641.00
C. Synopsis of Bills pages 1 through 97 for total approval of $11,039,882.06
D. Move February 6, 2014 Board meeting to February 20, 2014

REGULAR AGENDA

Trustees Rogers and Mollenhauer moved and seconded approval of the application for the purpose of receiving benefits from the Washington County Riverboat Foundation. Motion carried: 9-0.

Trustees Hall and Stamp moved and seconded approval of an amendment to KCC self insurance program and approved amendment to the form of the insurance policy to provide for various security related charges to be included. Motion carried: 9-0.

Trustees Rogers and Swanson moved and seconded approval of the assignment agreement to the Iowa Economic Development Authority. Motion carried: 9-0.

There being no further business coming before the Board, Trustees Rogers and Hall moved and seconded the meeting be adjourned at 6:05 p.m. Motion carried: 9-0.

By: ________________________________  ________________________________
   Lois Bartelme, Chair               Sheryl Cook, Secretary

2
1. New Positions
   a. Consideration of negotiations for the transfer of Shelley Milks, Department Coordinator, Business & IT, to Coordinator, Orientation and New Student Programs, Dean of Students Office, effective September 30, 2013, at no change in her annual salary.

2. Resignations/Terminations
   a. Cymie Wehr, Department Assistant, Social Science, effective September 17, 2013.

3. Replacements
   b. Consideration of negotiations for the employment of Wilson Rojas, Instructional Designer, KCELT, Institutional Effectiveness, effective September 30, 2013, at an annual salary of $48,000. He replaces Bonnie Cackoski.
   c. Consideration of negotiations for the employment of Tara Gallardo, Academic Advisor, Dean of Student’s Office, effective September 30, 2013, at an annual salary of $38,175. She replaces Jacalyn McCarville.

4. Internal Transfers
   a. Kim Burrows, Department Assistant, Math/Science, has transferred to Temporary Department Assistant, Allied Health, effective September 22, 2013, at no change in her annual salary.

5. Retirement
   a. Nancy O’Geary-Smith, Professor, LAN Management, Business & IT, who has been employed 14 years, effective December 31, 2013.

6. Career Advancement
   a. Linda Venzke, Center Coordinator, Washington Center, has accepted the position of Academic Advisor, Dean of Students Office, effective October 7, 2013, at an annual salary of $38,175. She replaces Misty Brents.
   b. David Hunt, Program Developer I, Continuing Education & Training Services, has accepted the position of Director, Distance Learning, effective October 14, 2013, at an annual salary of $61,930. He replaces Tim McGee.