KIRKWOOD COMMUNITY COLLEGE
Organizational Meeting of the Board of Trustees
Thursday, October 13, 2016, 4:30 P.M.
6301 Kirkwood Blvd. SW, Cedar Rapids, IA

MINUTES

Present: Trustees Lois Bartelme, Alan Jensen, Jim Mollenhauer, Tracy Pearson, Marcia Rogers (arrived 4:41 p.m.), Keith Stamp, John Swanson, Joel Thys, Lorraine Williams.

Also Present: Mick Starcevich, President; Carrie Anderson, Secretary; Jim Choate, Treasurer.

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

Trustees Stamp and Swanson moved and seconded approval of the minutes for the regular meeting held on September 8, 2016, and directed them to be made a part of the permanent record. Motion carried: 8-0.

Trustees Jensen and Mollenhauer moved and seconded the Board adjourn. Motion carried: 8-0.

The meeting was turned over to Board Secretary Anderson for the purpose of organizing the Board of Trustees for FY 2016-17.

Secretary Anderson called the organizational meeting to order.

Trustee Thys nominated Lois Bartelme for the office of Board Chair. Trustee Williams seconded the motion.

Trustees Mollenhauer and Pearson moved and seconded that nominations cease. Motion carried: 8-0.

Trustee Lois Bartelme was elected to the position of Board Chair. Motion carried: 8-0.

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

Trustee Pearson nominated Jim Mollenhauer for the office of Vice Chair. Trustee Thys seconded the motion.

Trustees Swanson and Stamp moved and seconded nominations cease. Motion carried 8-0.

Trustee Jim Mollenhauer was elected to the position of Vice Chair. Motion carried: 8-0.

Trustee Williams nominated Carrie Anderson for the position of Secretary, Board of Trustees, and Jim Choate for the position of Treasurer, Board of Trustees. Trustee Pearson seconded the nomination.

Trustees Jensen and Stamp moved and seconded that nominations cease. Motion carried 8-0.

Carrie Anderson was elected to the position of Board Secretary and Jim Choate was elected to position of Treasurer. Motion carried: 8-0.

Trustee Pearson administered the oath of office to the Chair, Vice Chair, Secretary and Treasurer.
Trustee Stamp and Thys moved and seconded approval of the agenda. Motion carried: 8-0.

Justin Hoehn gave the Kirkwood Report.

Melissa Jensen introduced the new College Resource Officer, Aaron Leisinger.

Dawn Wood introduced the 2016-17 Tunisian and CCI Program Students.

CONSENT AGENDA

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

A. Personnel (as attached to these minutes).

B. Change Orders:
   1. Recreation Area Project – Tricon General Construction – add - $13,981.28
   2. Baseball and Softball Renovation – MBA Inc. – add - $8,918.81
   3. Iowa City Campus Renovation – City Construction – add - $19,857.00
   4. Johnson Hall Deck Remodel – Kleiman Construction – delete - $4,878.60

C. Synopsis of Bills
   1. Kirkwood Community College pages 1 through 107 for a total of $11,873,700.58
   2. The Hotel at Kirkwood Center pages 1 through 6 for a total of $381,188.06

D. Audit Committee Minutes from September 8, 2016.

E. Reaffirm Audit Committee per Board Policy 204.

REGULAR AGENDA

Trustees Mollenhauer and Williams moved and seconded approval of preliminary Industrial New Jobs Training Agreements (260E) with:
   1) Greiner Buildings, Inc., Washington, Iowa
   2) Greiner Technology Development, Washington, Iowa

Motion carried: 9-0.

INFORMATIONAL ITEMS

Dan Martin, Dean of Industrial Technology, reported on the Automation and Instrumentation Technology Program and provided a tour of Jones Hall at the conclusion of the Board Meeting.

There being no further business coming before the Board, Trustees Swanson and Mollenhauer moved and seconded the meeting be adjourned at 5:35 p.m.

By: ______________________  ______________________
     Lois Bartelme, Chair        Carrie L. Anderson, Secretary
1. Replacements

a. Consideration of negotiations for the employment of Alexis Crane, Case Manager/Care Coordinator, Heritage Area Agency on Aging, effective September 12, 2016, at an annual salary of $34,960, contingent upon funding from the MCO AmeriHealth Caritas grant. She replaces Barb Lorenz.

b. Consideration of negotiations for the employment of Brenda Steinke, Department Coordinator, Business & IT, effective September 26, 2016, at an annual salary of $45,425. She replaces Sharon Blanchard.

c. Consideration of negotiations for the employment of McKenzie Murray, Bookstore Support Specialist, Bookstore-Iowa City, effective September 19, 2016, at an hourly rate of $15.50. She replaces Catharine Otto.

d. Consideration of negotiations for the employment of Jacob Larson, Restaurant & Beverage Manager, The Hotel at Kirkwood Center, effective September 16, 2016, at an annual salary of $50,245. He replaces Nathan Kounkel.

e. Consideration of negotiations for the employment of Clint Goodman, Executive Chef, The Hotel at Kirkwood Center, effective October 14, 2016, at an annual salary of $60,045. He replaces Justin Billings.


2. New Positions

a. Consideration of negotiations for the employment of Kelly Lamb, Elder Abuse Options Counselor, Heritage Area Agency on Aging, effective September 12, 2016, at an annual salary of $33,295, contingent upon funding from the HAAA VOCA grant.

b. Consideration of negotiations for the employment of Kiley Remington, Crime Victim Advocate Coordinator, Heritage Area Agency on Aging, effective October 10, 2016, at an annual salary of $33,295, contingent upon funding from the HAAA VOCA grant.

3. Terminations/Resignations


c. Kent Ball, Lab Specialist, Iowa City Campus, effective September 30, 2016.

d. Caleb Stamp, Senior Accountant, Finance, effective October 14, 2016.

4. Reclassification

a. Nancy Olinger, Marketing Specialist, Communications & Marketing, has been reclassified to Marketing Coordinator, Communications & Marketing, effective September 19, 2016, at an annual salary of $41,607.

b. Al Rowe, Associate Vice President, Institutional Effectiveness/Research, has been reclassified to Vice President, Institutional Effectiveness/Research, effective October 2, 2016, at no change in his annual salary.
c. Jon Neff, Associate Vice President, IT Services, has been reclassified to Vice President, IT Services, effective October 2, 2016, at no change in his annual salary.
d. Troy McQuillen, Associate Vice President, Facilities & Security, has been reclassified to Vice President, Facilities & Security, at an annual salary of $120,045, effective October 2, 2016.

5. Retirement (Retirement Incentive Plan)
a. Diane Carter, Department Assistant-Iowa Medical Classification Center, Secondary Programs, who has been employed 22 years, effective December 31, 2016.

6. Change of Contract
a. Austin Chapman, Assistant Professor, Industrial Maintenance, Industrial Technologies, has a change of contract from a 174-day to a 201-day effective September 1, 2016, at an annual salary of $57,864. He replaces Ben Foley.