MINUTES

Present: Trustees Lois Bartelme, Paul Glenn, Karen Gorham, John Hall, Jim Mollenhauer, Keith Stamp, John Swanson (via telephone).

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

Chair Bartelme called the meeting to order at 4:34 p.m.

Trustees Hall and Mollenhauer moved and seconded approval of the minutes of the regular board meeting held on September 8, 2011, and special meeting held on September 29, 2011 and directed them to be made a part of the permanent record. Motion carried: 7-0.

Trustees Stamp and Glenn moved and seconded the Board adjourn. Motion carried: 7-0.

The meeting was turned over to Board Secretary Cook for the purpose of organizing the Board of Trustees for FY 2011-12.

Secretary Cook called the organizational meeting to order.

Re-elected Trustees Glenn, Gorham, and Hall were administered the oath of office by Trustee Stamp.

Trustee Gorham nominated Lois Bartelme for the office of Chair, Kirkwood Board of Trustees, for a two-year term. Trustee Stamp seconded the motion.

Trustees Stamp and Glenn moved and seconded nominations close. Motion carried: 7-0.

Trustee Lois Bartelme was elected to the position of chair. Motion carried 7-0.

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

Trustee Glenn nominated Jim Mollenhauer for the office of Vice Chair, Kirkwood Board of Trustees, for a two-year term. Trustee Stamp seconded the motion.

Trustees Stamp and Glenn moved and seconded that nominations close. Motion carried: 7-0.

Trustee Lois Bartelme was elected to the position of chair. Motion carried 7-0.

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

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

Trustees Hall and Stamp moved and seconded nominations close. Motion carried 7-0.

Trustee Jim Mollenhauer was elected to the position of Vice Chair, Kirkwood Board of Trustees. Motion carried: 7-0.

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

Trustees Glenn and Mollenhauer moved and seconded that nominations close. Motion carried 7-0.

Sheryl Cook was elected to the position of Board Secretary and Jim Choate was elected to position of Treasurer. Motion carried: 7-0.

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

Trustee Mollenhauer and Glenn moved and seconded approval of the agenda. Motion carried: 7-0.
REPORTS OF PRESIDENT AND SECRETARY

Kathy Kaiser gave the Kirkwood report.

Scott Ermer, Rich Crow, Lori Merlak and students from Brazil gave a presentation on the Iowa-Midwest Brazil Exchange program.

Kim Johnson, Evone Vognsen and Jennifer Fischer reported on non-credit certificate programs.

CONSENT AGENDA

Trustees Stamp and Glenn moved and seconded approval of the Consent Agenda. Motion carried: 7-0.

A. Personnel (as attached to these minutes)
B. Change Orders:
   1. Acterra Group, Inc. – Wind Turbine – add $59,350.00
   2. Acterra Group, Inc. – Wind Turbine – deduct $17,105.00
   3. Acterra Group, Inc. – Wind Turbine – deduct $2,500.00
   4. Horsefield Construction, Inc. – Main Entrance Improvements – add $12,500.00
   5. Portzen Construction, Inc. – Jones Hall Energy Center – add $4,755.00
C. Synopsis of Bills pages 1 through 89 for total approval of $4,030,808.28
D. Audit Committee minutes for June 9, 2011 and September 8, 2011.

REGULAR AGENDA

Trustees Hall and Mollenhauer moved and seconded approval of Preliminary Industrial New Jobs Training Agreement (260E) with mCube, Inc. of Linn County. Motion carried: 7-0.

Trustees Hall and Mollenhauer moved and seconded approval of an Amendment to Final Industrial New Jobs Training Agreement (GoDaddy.com, Inc.) and additional method of securing obligation. Motion carried: 7-0.

Trustees Glenn and Mollenhauer moved and seconded a resolution approving acquisition of real property and approving Real Property Purchase Agreement and declaring an official intent under Treasury Regulation 1.150-2 to issue debt to reimburse the Community College for certain original expenditures paid in connection with specified projects. Motion carried: 7-0.

There being no further business coming before the Board, Trustees Stamp and Mollenhauer moved and seconded the meeting be adjourned at 6:25 p.m. Motion carried: 7-0.

By: __________________________  __________________________
    Lois Bartelme, Chair          Sheryl Cook, Secretary
1. Resignations/Terminations
   a. Tracy Maas, EagleCard Coordinator/Student Development Specialist, Student Development, effective September 16, 2011.
   c. Stefani Hanson, AgPreparedness Center Director, Agricultural Science, effective September 30, 2011.
   e. Jessica Block, Instructor, Nursing, effective December 31, 2011.

2. Replacements
   a. Consideration of negotiations for the employment of Kimberly Burrows, Office Coordinator, Math/Science, effective September 6, 2011, at an annual salary of $25,000. She replaces Jill Cram.
   b. Consideration of negotiations for the employment of Debra Lapsey, Office Coordinator, Skills-to-Employment, effective September 26, 2011, at an annual salary of $25,000. She replaces Cheryl Myres.
   c. Consideration of negotiations for the employment of James Brown, Distance Learning Specialist, KTS/Distance Learning, effective October 10, 2011, at an annual salary of $31,750. He replaces Chuck Parker.
   d. Consideration of negotiations for the employment of Brett Baumgart, Recreation Services Evening Coordinator, Recreation Center, effective October 24, 2011, at an annual salary of $36,000. He replaces Nathan Pick.
   e. Consideration of negotiations for the employment of Jon Buse, Dean of Students, Student Development, effective December 15, 2011, at an annual salary of $89,000. He replaces Bob Burns.

3. Internal Transfer
   a. Jennifer Perkins, Grants Accountant, Finance, has transferred to Accountant, Finance, effective September 6, 2011, at no change in her salary. She replaces Corrine Corkery.

4. Leave of Absence
   a. Michele Payne, Professor, English, Iowa City Campus, has requested a full-time leave of absence under Article VI, Section 3.B. Professional Leave, of the Kirkwood Faculty Association Bargaining Agreement, effective January 17, 2012 through May 11, 2012.