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.

Chair Bartelme called the meeting to order at 4:35 p.m.

Trustees Glenn and Rogers moved and seconded approval of the minutes of the regular board meeting held on August 9, 2012, and directed them to be made a part of the permanent record. Motion carried: 9-0.

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

REPORTS OF PRESIDENT AND SECRETARY

Steve Carpenter gave the Kirkwood report.


Todd Prusha and Sean McAtee reported on the GED Academy program.

CONSENT AGENDA

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

A. Personnel (as attached to these minutes)
B. Change Orders:
   1. Academy Roofing & Sheet Metal Co – KCETC – no change
   2. Academy Roofing & Sheet Metal Co – KCETC - $18,463.24
   4. C.J. Moyna & Sons Inc – KCETC - $22,752.60
   5. City Construction – EagleTech - $2,333.00
   6. Knutson Construction – Linn Hall - $31,277.00
   7. Sheets Design Build – Benton Hall - $3,426.89
C. Synopsis of Bills pages 1 through 127 for total approval of $9,942,543.10.
D. August 9, 2012 Audit Committee meeting minutes.
E. Reimbursement of expenses for board members attending meetings and workshops.
F. Payment of bonds for Secretary and Treasurer.
G. Designation of depository banks.
H. Authorizing Secretary to issue warrants.
I. 2013 Board meeting schedule.

REGULAR AGENDA

Trustees Harrington and Stamp moved and seconded approval of preliminary Industrial New Jobs Training Agreements (260E) with:
   1. A & N Investments, LLC of Linn County
   2. MSI Mold Builders Southeast, Inc. of Linn County
Motion carried: 9-0.
Trustee Mollenhauer and Gorham moved and seconded approval of remodeling of the Kirkwood Linn County Regional Center and authorizing the publishing of notice to bidders and setting the date of October 18, 2012 at 4:30 p.m. for public hearing. Motion carried: 9-0.

There being no further business coming before the Board, Trustees Harrington and Swanson moved and seconded the meeting be adjourned at 6:30 p.m. Motion carried: 9-0.

By: ____________________________  _______________________________
    Lois Bartelme, Chair                              Sheryl Cook, Secretary
1. Retirements
   a. Marilyn Belcher, Counselor, Learning Services, who has been employed 24 years, effective August 31, 2012.

2. New Positions
   a. Consideration of negotiations for the employment of Justin Hoehn, Marketing Services Coordinator, Marketing Services, effective September 4, 2012, at an annual salary of $36,000.
   b. Consideration of negotiations for the employment of Terri Burchell, Director of Advancement, CCID, effective September 4, 2012, at an annual salary of $72,500, contingent upon funding from CIID.
   c. Consideration of negotiations for the promotion of Craig Kuhens, Sales Associate, Bookstore, to Technology Purchasing Specialist, EagleTech, effective September 17, 2012, at an annual salary of $38,000.

3. Notice of Continuing Contracts
   a. The following individuals were recommended for termination effective June 30, 2012, due to the uncertainty of funds from the Iowa Department of Corrections, which has now been secured. Recommend the continuation of contracts for the following named individuals for the 2012/2013 contract year, contingent upon funding from the Iowa Department of Corrections.
      Mary Feeney-Wilfer, Instructor/Coordinator, Anamosa State Penitentiary
      Amy Decker, Instructor, Anamosa State Penitentiary
      Sherry Parsley, Instructor, Anamosa State Penitentiary
      Catherine Skarbek, Instructor, Anamosa State Penitentiary
      Barbara Szucs, Instructor, Anamosa State Penitentiary
      Brenda Hampton, Instructor/Coordinator, Iowa Medical Classification Center
      Scott Wittstruck, Instructor, Iowa Medical Classification Center

4. Resignations/Terminations
   b. Gene Leutzinger, Assistant Professor, Nursing, effective August 17, 2012.
   c. Heal McKnight, Assistant Professor, English, effective August 31, 2012.
   e. Tim Evans, Academic Advisor/Head Men’s Baseball Coach, Advising/Athletics, effective October 5, 2012.
5. **Replacements**


   b. Consideration of negotiations for the employment of April Prunty, Instructor, Nursing, effective August 20, 2012, at an annual salary of $52,876 for a 201-day contract. She replaces Jimmy Reyes.

   c. Consideration of negotiations for the employment of Lucas McIntire, Viticulture Operations Coordinator, Agricultural Science, effective August 20, 2012, at an annual salary of $36,000. He replaces Tom Moore.


6. **Lateral Transfer**

   a. Carmyn Clark, Department Assistant, Skills-to-Employment, has been transferred to Education Assistant/Health Occupations, Continuing Education, effective September 1, 2012, at no change in her salary. She replaces Tanya Barth.

7. **Retirement - Rescind**

   a. Carmyn Clark, Department Assistant, Skills-to-Employment, requests consideration to rescind her application to retire December 31, 2012, under the Retirement Incentive Program. Her position was eliminated due the discontinuance of the Iowa Work Force Development Promise Jobs subcontract with Kirkwood. Her application for retirement was made based on her position being eliminated; however she was offered and has accepted another full-time position at Kirkwood.