

KIRKWOOD COMMUNITY COLLEGE
Meeting of the Board of Trustees
Thursday, January 14, 2021, 4:30 P.M.
BA Jensen Board Room / Zoom Tele-Conference due to COVID-19 Pandemic

MINUTES

Present: Trustees Jim Mollenhauer, Peggy Doerge, Alan Jensen (arrived 4:34 p.m.), Steve Ovel, Tracy Pearson, Keith Stamp, John Swanson, Joel Thys, Lorraine Williams.

Also Present: Lori Sundberg, President, Jim Choate, Treasurer, Carrie Anderson, Secretary, Mary Beth Freeman, KSA Representative, Mark Bromwich, KFA Representative.

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

Chair Mollenhauer declared the meeting open for public hearing on the following items:

- 1) Industrial New Jobs Training Certificates Issuance and Sale
- 2) General Obligation School Refunding Bonds Series 2021A

There being no questions or comments on either item, Trustees Swanson and Thys moved and seconded the hearing be closed. Motion carried: 8-0.

Trustees Stamp and Pearson moved and seconded approval of the minutes from the organizational meeting held on December 10, 2020, and directed them to be made a part of the permanent record. Motion carried: 8-0.

INFORMATIONAL ITEMS

Kirkwood Report:

Justin Hoehn, Associate Director of Marketing, provided the Eagle Update and Kirkwood report, which included:

- Construction progress on Iowa Hall continues during the pandemic and winter weather.
- Kirkwood has created an Augmented Reality and Virtual Reality (AR/VR) certificate course. The new offering is a mixture of lecture, hands-on exercises and lab experience and begins January 25. Tuition assistance is available for this program.
- Student of the month: Chantal Shirley, is a second year student in the Computer Software Development program. She decided on Kirkwood because of the face-to-face instruction and small class size. In the future, Chantal sees herself developing software and making architectural decisions as a Full-Stack software engineer for an organization with a mission that gives back to society.
- Kirkwood Apparel Merchandising students were involved in an unusual project that reached down to Southeast Texas. Program instructor Elisha Stanley arranged for her students to do a tribute photo session to honor a fallen police officer, 23-year old Sheena Yarbrough-Powell. The photos included her fellow female police officers. The photos will be included in the Apparel Merchandising program's digital fashion magazine to be released later in 2021.
- The Pam Hanson Memorial Scholarship was recently awarded for the first time this fall to Dental Assisting student Alyssa Reynolds. Pam Hanson was part of the Dental Assisting program at Kirkwood for nearly 30 years. She passed away October 5, 2018 and to honor her dedication and service, the memorial scholarship was created.
- Kirkwood's Distance Learning has increased significantly during the pandemic. In fall 2019 Kirkwood had 280 online sections compared with 500 in the fall of 2020. WebLive had 30 sections in fall 2019 compared to 250 in the fall of 2020. The Distance Learning department has been working hard to continue to support faculty who have had to quickly transition to a virtual environment.

- Recently 30 students from the four Global Education Network (GEN) institutions participated in the inaugural GEN International Varsity Esport Championships as a way to stay connected with our international partners. The organizing committee hopes to make this an annual event for all GEN students who are interested in both Esports and developing intercultural connections.

Enterprise Operations:

Jim Choate, Vice President of Finance, introduced Jackie Bohr, Executive Director of The Hotel at Kirkwood, Lee Ann Grimley, Manager of Retail Operations (Kirkwood Bookstore and EagleTech), and Liz Lindner, Manager of Iowa Equestrian Center. Each provided an overview of the history, current condition and services being offered, in addition to future operating plans of their respective enterprises at the College.

Financial Report:

Treasurer Choate highlighted actual financial results compared to the budget through November 2020. He reviewed the planned property tax levy for FY22 and reviewed the various levy's that constitute the full tax levy. The FY22 levy will be impacted primarily by increases in OEPI safety initiatives, increased property insurance and the early retirement incentive. The levy will be brought back to the Board in February for additional review, with final approval at the March meeting.

As of December 31, 2020 there is an unrestricted cash reserve of 123 days of operation.

CONSENT AGENDA

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

- A. Personnel (as attached to these minutes).
- B. Synopsis of Bills
 - 1. Kirkwood Community College pages 1 through 62 for a total of \$12,656,711.87.
 - 2. The Hotel at Kirkwood Center pages 1 through 4 for a total of \$190,075.65.
- C. Change Orders:
 - 1. Larson Construction, Iowa Hall, Kirkwood Student Center – increase \$39,827.24.

NEW BUSINESS AGENDA

Administration:

Trustees Williams and Pearson moved and seconded approval of a resolution directing the sale and delivery of \$4,810,000 taxable Industrial New Jobs Training Certificates to winning bidder BOK Financial Securities, Inc., Dallas, TX. Motion carried: 9-0.

Trustees Ovel and Swanson moved and seconded approval of a resolution directing the sale and delivery of \$11,435,000 tax exempt Industrial New Jobs Training Certificates to winning bidder Robert W. Baird & Co., Inc., Milwaukee, WI. Motion carried: 9-0.

Trustees Jensen and Williams moved and seconded approval of a resolution directing the sale and authorizing the issuance of \$16,245,000 Industrial New Jobs Training Certificates and providing for the securing of such certificates for the purpose of carrying out New Jobs Training Programs. Motion carried: 9-0.

Trustees Jensen and Swanson moved and seconded the following resolutions entitled: 1) Directing the sale and delivery of \$8,375,000 General Obligation School Refunding Bonds, Series 2021A, 2) Appointing UMB Bank n.a. to serve as paying agent, bond registrar and transfer agent, approving the paying agent and bond registrar and transfer agent agreement, authorizing the execution of the agreement; and 3) Authorizing the issuance of General Obligation School Refunding Bonds, Series 2021A, in the amount of \$8,375,000 and levying a tax for the payment thereof. Motion carried: 9-0.

Board:

No new business for Board.

DELEGATIONS, PETITIONS, AND COMMUNICATIONS

President's Report:

- President Sundberg welcomed Dr. Jennifer Bradley to her position as Vice President of Academic Affairs.
- Extended thanks to the three presenters, Jackie Bohr, Lee Grimley and Liz Lindner for their hard work and dedication especially this past year on their respective enterprise divisions of the college.
- Received some good news this week that the COVID relief funds for the college will be over \$13 million and the Governor has proposed a 2.5% increase in State General Aid to community colleges.
- MLK, Jr. Day/Employee Recognition is Monday January 18 and is all virtual this year with a recorded presentation. Lori recognized Troy McQuillen as receiving the President's Award this year. Lori and the Board thanked Troy for all of his efforts this past year surrounding the Pandemic and the Derecho.
- We are preparing the agenda for the April 1 Board Retreat.

Report of Board Members:

Alan Jensen reminded the Trustees of the January 20th, IACCT Webinar to meet the new Executive Director. The transition to the new director is going well and she has hit the ground running.

There being no further business coming before the Board, Trustees Swanson and Doerge moved and seconded the meeting be adjourned at 5:42 p.m. Motion carried: 9-0.

Respectfully submitted by:

Carrie Anderson, Board Secretary

Approved by Board:

James Mollenhauer, Chair

**Board of Trustees' Agenda
January 14, 2021
PERSONNEL**

Replacements/New Positions

Name	Title	Department	Effective Date	Salary/Wage	Replaces/New
Jon Jacobson ¹	Inventory Specialist	Facilities & Security	01/04/2021	\$17.68/hr.	Heidi Geiman
Amanda Humphrey ²	Interim Dean	Social Sciences	01/04/2021	\$88,860	Brooke Strahn-Koller
Jeremiah Fields	Financial Aid Advisor I	Enrollment Management	01/11/2021	\$46,200	Cindi Reints
Salim George	Advisor	Learning Services	01/11/2021	\$44,100	New
Sarah Matheny ¹	Associate Dean	Business & IT	03/15/2021	\$75,200	Dan Tuuri

¹ Promotion

² Temporary Reassignment

Separation of Employment

Name	Title	Department	Effective Date	Years
Jacob Larson	Restaurant/Beverage Manager	The Hotel at Kirkwood Center	11/15/2020	4
Lon Schwickerath	Temporary Instructor, Plumbing	Industrial Technologies	12/23/2020	.5
Heidi Geiman	Department Coordinator	Facilities & Security	01/15/2021	3
Michael Trujillo	Dean, Health Occupations	Continuing Ed & Training Services	01/15/2021	0