

KIRKWOOD COMMUNITY COLLEGE
Meeting of the Board of Trustees
Thursday, April 9, 2020, 4:30 P.M.
BA Jensen Board Room / Zoom Tele-Conference

MINUTES

Present: Trustees Jim Mollenhauer, Alan Jensen, Steve Ovel, Tracy Pearson, Rose Rennekamp, Keith Stamp, John Swanson, Joel Thys, Lorraine Williams.

Also Present: Lori Sundberg, President, Jim Choate, Treasurer, Carrie Anderson, Secretary, Deanna Schnebbe, KSA Representative.

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

Chair Mollenhauer declared the meeting open for public hearing on:

- 1) Issuance and Sale of Industrial New Jobs Training Certificates
- 2) Advertisement for Sale of 2020C General Obligation Bonds
- 3) Iowa Hall Food Service Equipment Package
- 4) Jones County Regional Center Parking Lot Expansion
- 5) Kiln Building HVAC Upgrades

There being no questions or comments, Trustees Swanson and Jensen moved and seconded the hearing be closed. Motion carried: 9-0.

Trustees Jensen and Williams moved and seconded approval of the minutes from the regular board meeting held on March 12, 2020, and directed them to be made a part of the permanent record. Motion carried: 9-0.

Trustees Rennekamp and Thys moved and seconded approval of the April 9, 2020 agenda. Motion carried: 9-0.

INFORMATIONAL ITEMS

Financial Report:

Treasurer Choate provided the current financial update with a focus on the projected impacts of the COVID-19 pandemic. He provided a revised current fiscal year projection reflecting the decrease in revenue as a result of cancellations as well as some savings for the college in the area of decreased expenditures. The CARES Act dollars will be released in the next week to 10 days. Kirkwood will receive approximately 3.2M in aid to assist students and 3.2M in aid for the college recovery efforts during this crisis.

CONSENT AGENDA

Trustees Swanson and Ovel 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 87 for a total of \$12,314,783.38.
 2. The Hotel at Kirkwood Center pages 1 through 6 for a total of \$236,997.76.
- C. Change Orders:
 1. Tricon Construction, Kirkwood Washington Hall – increase \$27,683.09.
 2. Woodruff Construction, Kirkwood Hotel – increase \$10,828.67.
- D. Final Industrial New Jobs Training Agreements (260E) with:
 1. Frontier Co-op, Urbana
 2. Higher Learning Technologies, Coralville
 3. Wildhawk Investments, LLC d/b/a Brava Roof Tile, Washington

NEW BUSINESS AGENDA

Administration:

Trustees Stamp and Williams moved and seconded approval of a resolution declaring an official intent under Iowa Code 260G to designate the use of the FY21 ACE-PIAP Award for the enhancement of classrooms and labs for the Nursing, Advanced Manufacturing and Robotics, and Construction Management Programs. Motion carried: 9-0.

Trustees Thys and Jensen moved and seconded approval of a resolution authorizing the issuance and sale of Industrial New Jobs Training Certificates, Series 2020 in an amount not to exceed \$3,695,000.00. Motion carried: 9-0.

Trustees Rennekamp and Swanson moved and seconded approval of a resolution directing the advertisement for sale of the General Obligation School Bonds, Series 2020C, in the amount of \$36,530,000.00, approving electronic bidding procedures and approving a preliminary official statement. Motion carried: 9-0.

Trustees Ovel and Williams moved and seconded approval of the Iowa Hall Food Service Equipment Package awarding the low base bid of \$1,255,471.00 to Boelter Companies, Mitchellville, Iowa. Motion carried: 9-0.

Trustees Stamp and Jensen moved and seconded approval of the Jones County Regional Center Parking Lot Expansion awarding the low base bid of \$156,859.08 to Smith Dirt Works, Peosta, Iowa. Motion carried: 9-0.

Trustees Swanson and Jensen moved and seconded approval the Kiln Building HVAC Upgrades awarding the low base bid of \$314,200.00 to Universal Climate Control, Coralville, Iowa, along with the base bid alternate for LED lighting of \$5,500.00. Motion carried: 9-0.

Board:

Trustees Williams and Ovel moved and seconded approval of the changes to the 2020 Board Meeting calendar to cancel the April 30, 2020 Board Retreat and move the November 12, 2020 Board Meeting to Tuesday, November 17, 2020. Motion carried: 9-0.

DELEGATIONS, PETITIONS, AND COMMUNICATIONS

President's Report:

- Meeting daily with Cabinet about COVID-19 impacts and providing updates to the Board at least twice a week.
- Discussions have started with Cabinet on a recovery plan as we begin to flatten the curve on COVID-19.
- Considerations are being given to various enrollment predictions for AY21 as we determine tuition and budgets. Some colleges are predicting a 10-15% decline in enrollment.
- There are still a number of unanswered questions on how to administer the CARES Act federal dollars to students. We are awaiting guidance.

Secretary's Report:

- The annual performance evaluation form of the president will be emailed to each trustee next week for their review and input.

Report of Board Members:

No reports from Trustees.

There being no further business coming before the Board, Trustees Swanson and Williams moved and seconded the meeting be adjourned at 5:47 p.m. Motion carried: 9-0.

Respectfully submitted by:

Carrie Anderson, Board Secretary

Approved by Board:

James Mollenhauer, Chair

Board of Trustees' Agenda

April 9, 2020

PERSONNEL

Replacements/New Positions

Name	Title	Department	Effective Date	Salary/Wage	Replaces/New
Amanda Humphrey	Instructor, Criminal Justice (201-day)	Social Sciences	08/03/2020	\$70,695	Greg Roth
Patrice Becicka	Instructor, Education (174-day)	Social Sciences	08/03/2020	\$58,499	Doug Van Oort
Rachelle Biderman	Instructor, Communication (174-day)	Iowa City Campus	08/03/2020	\$58,499	Cindy Cochran

Separation of Employment

Name	Title	Department	Effective Date	Service Years
Kathryn Jett	Temporary Department Assistant	Arts & Humanities	03/13/2020	0
Tobey Harrison	Associate Vice President	Facilities & Security	06/01/2020	0
Dan Martin	Dean	Industrial Technologies	06/30/2020	4

Termination of Continuing Contract

Consideration of termination of continuing contract for Betty Haar, Professor, Health Information Technology, Allied Health, effective August 31, 2020, who has not requested a private hearing and whose notice of termination has been served, as required by Chapter 279.15 of Iowa code.

Consideration of termination of continuing contract for John Hassen, Probationary Instructor, Advanced Manufacturing Academy, Linn Regional Center, effective August 31, 2020.