

MINUTES
NORTH IOWA AREA COMMUNITY COLLEGE BOARD OF DIRECTORS
Regular Board Meeting | August 19, 2021

**HELD: 7:00 p.m. NIACC Campus – Pierce Administration Building – Room 100 –
500 College Drive – Mason City, Iowa**

1.0 Preliminary/Information Items

A. Call to Order and Declaration of Quorum – President Krabbe called the meeting to order at 7:07 p.m. A quorum was declared with the following persons in attendance.

MEMBERS PRESENT: 1 - David Steffens, Jr., Lake Mills
 2 - Cathy Rottinghaus, Charles City
 3 - Jim Niemants, Clear Lake
 5 - Doug Krabbe, Osage
 6 – Jean Torgeson, Manly
 7 – Stephanie Nettleton, Mason City
 8 – Debra Hill, Garner
 9 – Nicki Prantner, Hampton

MEMBERS ABSENT: 4 - John Rowe, Mason City

EXECUTIVE OFFICER: Dr. Steven Schulz

BOARD SECRETARY: Noele Beaver

RECORDING SECRETARY: Taylor Ann Hendricks

VISITORS: ♦ Dr. Charlene Widener, Vice President of Academic Affairs & Student Learning
 ♦ Josh Mack, Chief Information Officer
 ♦ Tim Oswald, Piper Sandler
 ♦ Dr. Bridgett Golman, Vice President of Student Development & Success
 ♦ Patti Hanson, Dean of Continuing Education

B. Additions to the Agenda and Adoption of the Agenda – There were no additions to the agenda. A motion was made by Director Torgeson and seconded by Director Prantner to adopt the agenda. Ayes-all. Motion carried.

2.0 Board Items

A. IACCT Update – ♦ Director Torgeson reported that IACCT has not met since the last report; no updates at this time. ♦ IACCT will be meeting on September 2nd in Des Moines, Iowa.

B. Legislative Report - ♦ Dr. Schulz reported that there will be a special session held in late September or early October to discuss census items. There could be a possible COVID-19 discussion brought to the session. ♦ The dates for the Legislative Breakfast have been sent to North Iowa legislators. This will be held in November but we're waiting to hear back from a couple legislators before setting the date.

D. Joint Board Meeting – Wednesday, September 16, 2021 – No agenda items were requested.

E. Board Member Forum – There were no reports.

F. Agenda Items for September Board Meeting - No agenda items were requested.

3. CONSENT AGENDA – President Krabbe asked if anyone would like to discuss or remove items from the Consent Agenda. A motion was made by Director Niemants and seconded by Director Torgeson to approve the Consent Agenda. Ayes-all. Motion carried.

A. Approval of Minutes

- I. Board Workshop and Meeting Minutes – July 15, 2021
- II. Special Board Meeting Minutes – August 5, 2021

B. Financial Report and Actions

- I. Bills for the Month of July 2021 and Budget Statements through July 31, 2021 – Director Niemants reviewed the bills this month and found them to be in order.

C. Personnel Items – The personnel recommendations were included in the Board packet.

- I. Retirements, Resignations, Terminations, Authorizations, Appointments, Other

D. Action Items

- I. FY21 – 22 Contract for Educational Services for Concurrent Enrollment Career Link Programs and Courses – Included in the Board packet were contracts between NIACC and the community schools listed below for the purpose of expanding the scope of courses offered to the community schools in the area of Career Link programs and courses. The individual contracts list the courses and areas of focus.
 - a. North Butler Community School District
 - b. Rudd-Rockford-Marble Rock Community School District

4.0 Action Items

A. Iowa Industrial New Jobs Training (260E) Program – Preliminary Agreement

I. Stellar Industries, Inc. – A memorandum from Patti Hanson was included in the packet asking for Board approval of a Preliminary Iowa Industrial New Jobs Training (260E) Agreement with Stellar Industries, Inc. of Garner, Iowa. The Preliminary agreement was signed on June 10, 2021. Additional information on the new jobs and training will be developed as the company finalizes their hiring and training plans. A motion was made by Director Hill and seconded by Director Nettleton to approve the following resolution:

Resolution Approving the Preliminary Industrial New Jobs Training Agreement for Stellar Industries Inc.

The roll was called, and the vote was:

- Director Hill – Yes
- Director Krabbe – Yes
- Director Nettleton – Yes
- Director Niemants – Yes
- Director Prantner - Yes

Director Steffens – Yes
Director Rottinghaus – Yes
Director Torgeson – Yes

Yes – 8; No – 0; Motion carried.

B. Request for Approval of FY22 Equipment – A memorandum from Noele Beaver was included in the Board packet requesting approval of technology and nontechnology equipment for 2021 – 2022. The items include the following:

- GM 2.2L Ecotec Engines - \$25,000
- Atech Automotive Engine Repair Trainer - \$20,990
- Shure Mobile Benches - \$9,500
- Pico Automotive Scope - \$6,350
- Air Lift Frame Jack - \$7,250
- Revolving Engine Stand - \$16,485
- Engine Stand Adaptor - \$3,000
- Heat Pump - \$2,450
- Hydraulic/Pneumatic Trainers - \$119,600
- Festo Mechanical Drives Workbench - \$12,150
- Bridgeport Rebuild - \$15,000
- Student Lathe Rework - \$20,000
- Fanuc LR MATE - \$35,000
- Fanuc Robot - \$95,000
- MIR-100 - \$29,700
- UR10 - \$47,500
- UR5 - \$39,500
- Vision Cameras - \$21,000
- Nutanix Server Finance Lease - \$501,974.76
- John Deere Gator - \$8,400

A motion was made by Director Steffens and seconded by Director Niemants to approve the FY22 equipment requests. Ayes-all. Motion carried.

C. Resolution Appointing Trustee, Approving the Second Supplemental Indenture and Authorizing the Execution of the Same – A memorandum from Noele Beaver was included in the packet requesting approval of a resolution to appoint UMB Bank of West Des Moines, Iowa to serve as the trustee for the Dorm Revenue Refunding Bonds, as well as, to approve the Second Supplemental Indenture. A motion was made by Director Rottinghaus and seconded by Director Steffens to approve the following resolution:

Resolution Appointing Trustee, Approving the Second Supplemental Indenture and Authorizing the Execution of the Same

The roll was called, and the vote was:

Director Hill – Yes
Director Krabbe – Yes
Director Nettleton – Yes
Director Niemants – Yes
Director Prantner - Yes
Director Steffens – Yes
Director Rottinghaus – Yes
Director Torgeson – Yes

Yes – 8; No – 0; Motion carried.

D. Resolution Authorizing Issuance of the Dorm Revenue Refunding Bonds, Series 2021A– A memorandum from Noele Beaver was included in the packet requesting approval to authorize the issuance of the Dorm Revenue Refunding Bonds, Series 2021A. This resolution establishes a copy to be filed with the County Auditor of each county within NIACC’s merged area. It also states the Bonds details, execution, redemption, and method of payment. A motion was made by Director Niemants and seconded by Director Prantner to approve the following resolution:

Resolution Authorizing Issuance of the Dorm Revenue Refunding Bonds, Series 2021A

The roll was called, and the vote was:

Director Hill – Yes
Director Krabbe – Yes
Director Nettleton – Yes
Director Niemants – Yes
Director Prantner - Yes
Director Steffens – Yes
Director Rottinghaus – Yes
Director Torgeson – Yes

Yes – 8; No – 0; Motion carried.

E. Approval of Tax Exemption Certificate – A memorandum from Noele Beaver was included in the packet requesting approval of the Tax Exemption Certificate associated with the \$8,385,000 Dorm Revenue Refunding Bonds, Series 2021A. The tax exemption certificate outlines the specific certifications, representations, and agreements NIACC must follow, as well as, what investment restrictions are allowed. A motion was made by Director Steffens and seconded by Director Nettleton to approve the Tax Exemption Certificate in relation to the Dorm Revenue Refunding Bonds, Series 2021A. Ayes-all. Motion carried.

F. Approval of Continuing Disclosure Certificate - Dorm Revenue Refunding Bonds, Series 2021A and Series 2021B – A memorandum from Noele Beaver was included in the packet requesting approval of the Continuing Disclosure Certificate associated with the \$8,385,000 Dorm Revenue Refunding Bonds, Series

2021A and the \$14,045,000 Dorm Revenue Refunding Bonds, Series 2021B. The continuing disclosure certificate covers both Series 2021A and 2021B and indicates that NIACC needs to annually disclose financial information to the MSRB. A motion was made by Director Niemants and seconded by Director Torgeson to approve the Continuing Disclosure Certificate in relation to the Dorm Revenue Refunding Bonds, Series 2021A and 2021B. Ayes-all. Motion carried.

G. Approval of Release of Mortgage – A memorandum from Noele Beaver was included in the packet requesting the approval to release the previous mortgage that was placed on the Dorm Revenue Bonds executed on September 30, 2013. A motion was made by Director Torgeson and seconded by Director Rottinghaus to approve the release of mortgage related to the Dorm Revenue Bonds. Ayes-all. Motion carried.

H. Approval of New Mortgage – A memorandum from Noele Beaver was included in the packet requesting approval of the new mortgage needed to be set in place on the Dorm Revenue Refunding Bonds, Series 2021A and Series 2021B. A motion was made by Director Niemants and seconded by Director Steffens to approve the new mortgage for the Dorm Revenue Refunding Bonds, Series 2021A and Series 2021B. Ayes-all. Motion carried.

I. Approval of Declaration of Driveway, Access, and Parking Lot Easements – A memorandum from Noele Beaver was included in the packet to grant approval to create a declaration of easement to add to the escrow of the Dorm Revenue Refunding Bonds. Mr. Stambaugh determined that this declaration was missed when the previous revenue bonds and escrow were created and thought it should be added for the refunding. This allows the trustee of the mortgage, should we default, to have access to the dorms utilizing our driveways, access roads, and parking lot. A motion was made by Director Prantner and seconded by Director Nettleton to approve the Declaration of Driveway, Access, and Parking Lot Easement as stated. Ayes-all. Motion carried.

J. Resolution Authorizing Issuance of the Dorm Revenue Refunding Bonds, Series 2021B – A memorandum from Noele Beaver was included in the packet requesting authorization for the issuance of the Dorm Revenue Refunding Bonds, Series 2021B. This resolution establishes a copy to be filed with the County Auditor of each county within NIACC’s merged area. It also states the Bonds details, execution, redemption, and method of payment. A motion was made by Director Torgeson and seconded by Director Steffens to approve the following resolution:

Resolution Authorizing Issuance of the Dorm Revenue Refunding Bonds, Series 2021B

The roll was called, and the vote was:

- Director Hill – Yes
- Director Krabbe – Yes
- Director Nettleton – Yes
- Director Niemants – Yes
- Director Prantner - Yes
- Director Steffens – Yes

Director Rottinghaus – Yes

Director Torgeson – Yes

Yes – 8; No – 0; Motion carried.

K. Approval of Architect for Athletic Department and Entryway Remodel – A memorandum from Noele Beaver was included in the packet to request approval of the agreement with Bergland & Cram Architects. This contract is for architectural services pertaining to the remodel of the Activity Center gym lobby, athletic locker rooms, training room, and Performing Arts entryway and lobby. A motion was made by Director Niemants and seconded by Director Rottinghaus to approve Bergland & Cram as the architect for the Athletic Department and Entryway Remodel. Ayes-all. Motion carried.

There was discussion with Board members regarding the need to update and remodel the entryway (ADA compliance and congestion in entryway when having dual events [athletics and performing arts]).

L. Board Policy Manual – Second Reading – Dr. Steve Schulz explained that the Board Policy Manual was reviewed by Danielle Smid of BrownWinick Law Firm in Des Moines, Iowa. A memorandum from Shelly Schmit was included in the packet requesting approval of the revised Campus Activities Policy. This past legislative session House File 744 was passed calling for modifications to community colleges policies governing free speech. This legislation required NIACC to make minor modifications to its Campus Activity Policy governing free speech. A motion was made by Director Steffens and seconded by Director Torgeson to approve the Second Reading of the Board Policy Manual and the Speech and Expression Policy for the Employee Handbook. Ayes-all. Motion carried.

5.0 Additions to the Agenda – There were no additions to the agenda.

6.0 President’s Report – ♦ Dr. Schulz discussed the NIACC Profile from the Department of Education, included in the Board members folders, and shared how NIACC ranks amongst the 15 other community colleges in numerous areas. Dr. Schulz expressed how proud he is of our faculty and staff and appreciates all of the work they do every day. ♦ We will be convening our Strategic Planning Committee next week to begin work on revising the 2018-2025 plan. ♦ John and Mary Pappajohn will hold the 25th Anniversary Gala on September 23. Dr. Schulz is unable to attend due to his daughter’s wedding being that same week. He encouraged Board members to attend if possible; an invitation will be included in the Friday letter. ♦ Dr. Becky Corbin, President of the National Association of Community College Entrepreneurship (NACCE), and Amy Bouvier, NACCE Director of Finance and Administration, will be on campus next week. They’ll be spending time with Dr. Schulz discussing responsibilities as the NACCE Board Chair. Dr. Corbin will also meet with our academic chairs to discuss embedding the entrepreneurship mindset into academics. Both Dr. Corbin and Amy will meet with Tim Putnam and the rest of the JPEC staff as well. ♦ Next week is August Professional Development Week. Dr. Schulz highlighted a few sessions that will be taking place: Lisa Schaefer motivational speaker; Angela Street EAB speaker discussing achieving guided pathways goals; violent intruder training and updates on ALICE with Rick Busch and Tim Felton; emergency building captain training with David Trunkhill and Shelly Schmit; and First Amendment and higher education legal issues in the classroom with Danielle Smid. ♦ A sculpture has been received from the Pappajohn family and we are working on finding a place for it near the Pappajohn Entrepreneurial Center. ♦ Dr. Schulz asked the Board members for permission to make decisions relating to COVID during

the upcoming year. The Board collectively supported Dr. Schulz in his decision-making. Dr. Schulz asked the Board if anyone had any oppositions to mandatory masking if that is what we as a College, have to do to keep students, faculty, and staff safe while maintaining face-to-face instruction; no Board member was opposed. ♦ We will be hosting a vaccine clinic on campus the first week of the semester. There will be 200 \$25 gift cards available for the first 200 students that get a vaccine and students will also be entered into a drawing to win \$1,000. Dr. Schulz explained that United Way is funding the gift cards and cash drawing through a grant they applied for, there is no College money or federal funding being used. ♦ Dr. Schulz announced that his second daughter is engaged and the Board congratulated him.

7.0 Adjournment - A motion was made by Director Niemants and seconded by Director Steffens to adjourn the meeting. Ayes-all. Motion carried. The meeting adjourned at 7:52 p.m.

Respectfully submitted,

Doug Krabbe, President
NIACC Board of Directors

Noele Beaver, Secretary
NIACC Board of Directors