

**BOARD OF TRUSTEES
EASTERN IOWA COMMUNITY COLLEGE DISTRICT
August 18, 2008**

The Board of Trustees of the Eastern Iowa Community College District (Merged Area IX) met in Regular Session on August 18, 2008, in the conference room at Nahant Marsh, 4220 Wapello Avenue, Davenport, Iowa. President Robert Gallagher called the meeting to order at 7:00 p.m. with the following directors present: Kendra Beck, Dr. Joseph D'Souza, Mary Lou Engler, John Frampton, Bill Phelan, Shirley Stewart, Bill Vetter. Absent: Milton Shaw.

The Board conducted a public hearing on four public improvement projects: CCC Maquoketa Campus; CCC Technology Center Roof Repair; MCC University Center; and MCC Student Center Roof Repair. No one appeared to speak for or against the improvement projects, and President Gallagher closed the public hearing at 7:04 p.m.

Minutes from the July 21, 2008, Regular Board meeting and the July 28, 2008, Special Board meeting had been mailed to the Board members for their review. Director Stewart moved, seconded by Director Beck, to approve the minutes as submitted. Ayes: all. Nays: none. Motion carried.

Under Completion of the Agenda, Secretary Bedell noted that financial statements for FY08 and the month of July 2008 were at the Board members' places.

Director Phelan noted during the IACCT update that groundbreaking for the new IACCT offices in Des Moines is scheduled for September 5.

During Staff Reports, Chancellor Keir asked Gary Mohr, executive director for external affairs, to give the Board an update on the ViewPoint lecture series. Mr. Mohr noted that tickets are now on sale for the series, which will include Tom Brokaw on October 21 and Mike Singletary on April 9. Mr. Mohr was also asked to give the Board an overview of funds raised by the EICCD Foundation and External Affairs in FY08.

The FY08 year-end financial and enrollment reports were presented. Lana Dettbarn, executive director for administrative services, presented the financial report, noting that the District's financial position remains strong. Laurie Hanson, director of institutional effectiveness, reported on the credit enrollment, followed by a report from Dr. Nancy Kothenbeutel, executive director for continuing education, on the year-end continuing education enrollment numbers.

A list of personnel items was presented for Board approval. Director Frampton moved, seconded by Director Phelan, to approve the personnel list as submitted. Ayes: all. Nays: none. Motion carried.

Mark Kapfer, executive director of economic development, presented two Chapter 260E preliminary agreements: Carleton Life Support Systems in the amount of \$415,000; and Uniparts Olsen Inc. in the amount of \$55,000. He also presented four Chapter 260F/GIVF retraining agreements: Bemis Clysar, Inc. in the amount of \$32,500; Eastern Iowa Small Business Development Center in the amount of \$16,001; Guardian Industries in the amount of \$25,000; and Stanley Consultants Inc. in the amount of \$50,700.

Director Vetter moved, seconded by Director Stewart, to approve the Chapter 260E/F agreements. Ayes: all. Nays: none. Motion carried.

The Board was asked to approve several contractual agreements: renewal of the Kahl Building lease agreement for low@Work; a facility lease agreement with Clinton Schools for Yourd Gymnasium; renewal of the services agreement with Harvey F. Wiltsey; memoranda of agreement for high school programming with Bellevue Schools, Camanche Schools and Prince of Peace High School; Chapter 28E agreements for high school programming with Andrew Schools, Assumption High School, Bettendorf Schools, Davenport Schools, North Scott Schools, Pleasant Valley Schools and Wilton Schools; and the agreement to purchase real estate from Maquoketa Community School District for the CCC Maquoketa Campus.

Director Phelan moved, seconded by Director Beck, to approve the contractual agreements. Ayes: all. Nays: none. Motion carried.

Kirk Barkdoll, director of district facilities, presented bids on three public improvement projects.

Bids were presented for the CCC Maquoketa campus. It was recommended that the Board award the contract to the low bidder, Portzen Construction, with the lowest base bid plus alternates 1 & 5 in the amount of \$1,756,000.

Director Frampton moved, seconded by Director Phelan, to award the contract for the CCC Maquoketa Campus to Portzen Construction. Ayes: all. Nays: none. Motion carried.

Bids were presented for the MCC University Center project. It was recommended that the Board award the contract to the low bidder, Frye Builders, with the lowest base bid plus alternates 1 & 2 in the amount of \$877,420.

Director D'Souza moved, seconded by Director Beck, to award the contract for the MCC University Center to Frye Builders. Ayes: all. Nays: none. Motion carried.

Bids were presented for the MCC Student Center Roof Renovation project. It was recommended that the Board award the contract to the low bidder, Economy Roofing, with the lowest base bid of \$50,150.

Director Phelan moved, seconded by Director Vetter, to award the contract for the MCC Student Center Roof Renovation project to Economy Roofing. Ayes: all. Nays: none. Motion carried.

Chancellor Keir asked Dr. Tom Coley, president of Scott Community College, to give the Board an update on the signage at the new Belmont Road entrance to campus. Dr. Coley gave an overview of the project and shared illustrations of the new signage. He explained the process undertaken to address neighbors' concerns and stated he plans to meet with the neighbors again. Chancellor Keir commented that the college respects the concern that the area is part of a residential neighborhood and noted that signage and lighting for the new entrance are necessary for identification and safety.

A resolution providing for the advertisement and sale of \$11,000,000 school bonds, Series 2008, and approving electronic bidding procedures was introduced for Board approval. Ms. Dettbarn noted that this is the first step in borrowing funds approved in last fall's bond referendum.

Director Phelan moved, seconded by Director Vetter, to adopt said resolution. On roll call vote: Ayes: Beck, D'Souza, Engler, Frampton, Gallagher, Phelan, Stewart and Vetter. Nays: none. Motion carried.

The Board conducted a second reading of proposed revisions to Board Policy No. 416 – Reimbursement for Expenses and No. 441/554 – Smoking Policy.

Director D'Souza moved, seconded by Director Stewart, to approve the revisions to these Board policies. Ayes: all. Nays: none. Motion carried.

The Board conducted a first reading of the proposed revision to Board Policy No. 420 – Sick Leave, increasing from three to four the number of days employees may use for the illness of a household member. No action was taken at this first reading.

Directors Gallagher, Phelan and Vetter had met with Chancellor Keir and Rich Horst to discuss a recommendation in response to Capital Theater Operating LLC's request for changes in their lease agreement. It was recommended that the Board delay action another month to allow time for the lessee to pursue financing.

Chancellor Keir reported on a meeting with Directors Gallagher, Phelan and Vetter, Mark Kapfer and Rich Horst in which a recommendation for pursuing student housing was drafted. The recommendation was submitted to Board members, who agreed to move forward with the initial stages of the recommendation related to additional housing at the MCC campus.

Financial reports for the fiscal year ending June 30, 2008, and the month ending July 31, 2008, were presented. It was recommended that receipt of the reports be acknowledged and the reports placed on file.

Director Frampton moved, seconded by Director Vetter, to acknowledge receipt of the reports and to place them on file. Ayes: all. Nays: none. Motion carried.

Copies of the bills had been mailed to the Board members for their review. Board members were asked to approve payment of the bills as submitted.

Director D'Souza moved, seconded by Director Phelan, to approve payment of the bills as submitted. Ayes: all. Nays: none. Motion carried.

During Trustee Comments, Director Engler noted that the recent IACCT conference in Sioux City featured several excellent presenters and was well worth the drive. The Board thanked Brian Ritter for hosting the meeting at Nahant Marsh and for the tour of the marsh prior to the meeting.

During Chancellor's Comments, Chancellor Keir reported that several distinguished visitors had been to the District in recent weeks, including Governor Chet Culver at MCC and the Institute for Tomorrow's Workforce board at the District Office. She thanked Bob Allbee, Mark Kapfer and Ilene Deckert for their assistance and presentations, respectively, at those events. She also recognized Lana Dettbarn and the Business Services staff for their excellent work in the fiscal management of the institution, and thanked those who gave staff reports at the meeting.

The next Regular Board meeting is scheduled for 7:00 p.m. on September 15, 2008, in the Ellis Vetter Room at 306 West River Drive, Davenport, Iowa.

There being no unscheduled business, President Gallagher adjourned the meeting at 9:43 p.m.

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Honey H. Bedell, Board Secretary

Approved:

Board President