



## Kirkwood Board of Trustees Meeting

Kirkwood Community College

Dec 8, 2022 at 4:30 PM CST to Dec 8, 2022 at 5:30 PM CST

Kirkwood Community College • The Hotel at Kirkwood, Tippie Business Event Room

• 7725 Kirkwood Blvd SW • Cedar Rapids, IA 52404 •

<https://kirkwood.zoom.us/j/3193985500>

**Meeting Details:** <https://kirkwood.zoom.us/j/3193985500>, 1 301 715 8592

**Meeting ID:** 319 398 5500

### Agenda

#### I. Call to order and roll call

Presenter: Jim Mollenhauer

#### II. Introduction – Casey Drew, Vice President-CFO/COO

Presenter: Dr. Lori Sundberg

#### III. Approval of minutes of the Board Meeting held on November 10, 2022

Presenter: Jim Mollenhauer

#### IV. Approve or amend agenda

Presenter: Jim Mollenhauer

#### V. Adjournment of Previous Board

#### VI. Organizational Meeting

- |  |                 |
|--|-----------------|
| A. Call to order of New Board by Board Secretary                           | Peg Sprengeler  |
| B. Election of Board Chair   | Peg Sprengeler  |
| C. Secretary turns Meeting Over to Newly Elected Chair                     |                 |
| D. Election of Board Vice Chair  | Jim Mollenhauer |
| E. Appointment of Treasurer  | Jim Mollenhauer |
| F. Appointment of Board Secretary  | Jim Mollenhauer |
| G. Administer Oath of Office to Chair, Vice Chair, Secretary and Treasurer | Alan Jensen     |

#### VII. Kirkwood report

Presenter: Justin Hoehn, Marketing

#### VIII. Financial – Audit Review with Denman & Company LLP Auditors

Presenter: Jim Choate, Mandi Holcomb, Denman

#### IX. Consent items

##### A. Personnel

Presenter: Wes Fowler

##### B. Bills

Presenter: Jim Choate

##### C. Certificates, Invoices, Change Orders

Presenter: Monica Davis

#### **D. Resolution - Preliminary Industrial New Jobs Training Agreements [260E]**

Presenter: Tyler McCarville

Consideration of a Resolution Approving the Preliminary Industrial New Jobs Training Agreements [260E] with the following:

1. Bayer Research Development Services LLC, Williamsburg
2. Continuum Ag Inc., Washington
3. Cybercade, Inc., Coralville
4. Revology Inc., Iowa City

#### **E. Resolution - Final Industrial New Jobs Training Agreements [260E]**

Presenter: Tyler McCarville

Consideration of a Resolution Approving the Final Industrial New Jobs Training Agreements [260E] with the following:

1. Great America Financial Services, Cedar Rapids

#### **F. Audit Committee Minutes from November 10, 2022**

Presenter: Tracy Pearson

#### **G. Appointment - Board Members to Audit Committee:**

Presenter: Jim Mollenhauer

Consideration of the Appointment of Board Members to the Audit Committee:

- Tracy Pearson, Audit Committee Chair
- Alan Jensen
- Jim Mollenhauer

#### **H. Appointment - Board Member to Community Colleges For Iowa Representative and an Alternate:**

Presenter: Jim Mollenhauer

Consideration of the Appointment of Board Member to Community Colleges For Iowa Representative and an Alternate:

- Alan Jensen, Representative
- Jim Mollenhauer, Alternate

#### **I. Appointment - Trustee Keith Stamp as the Kirkwood Board Member Liaison to Heritage Area Agency on Aging Board of Directors**

Presenter: Jim Mollenhauer

Consideration of the Appointment of Trustee Keith Stamp as the Kirkwood Board Member Liaison to Heritage Area Agency on Aging Board of Directors

#### **J. Appointment - Trustee Jim Mollenhauer as the Kirkwood Board Member Liaison to the Kirkwood Foundation**

Presenter: Tracy Pearson

Consideration of the Appointment of Trustee Jim Mollenhauer as the Kirkwood Board Member Liaison to the Kirkwood Foundation.

## **X. New Business**

### **A. Administration**

#### **1. Resolution - 2023 Sidewalk Extension Project**

Presenter: Troy McQuillen

Consideration of a Resolution Approving the Publication of Notice to Bidders on the Kirkwood Community College 2023 Sidewalk Extension Project and setting the date of January 12, 2023 for a Public Hearing and adopting the recommended proposed project bid.

### **B. Board**

#### **1. Resolution - First Reading of Revised Board Policy 204 - Codes of the Board**

Presenter: Lori Sundberg

Consideration of a Resolution Approving the First Reading of the revised Board Policy 204 – Codes of the Board

#### **2. Resolution - Jim Choate Retirement**

Presenter: Dr. Lori Sundberg

Consideration of a Resolution of Appreciation Bestowed Upon Jim Choate, Vice President-CFO/COO, in Honor of 16 years of service and retirement from the College, effective December 31, 2022

## **XI. Delegations, Petitions and Communications**

## **XII. Reports of Board Members**

## **XIII. Adjourn**

A dinner for the Board of Trustees, Facilities Foundation and Foundation Board of Directors will be held at 5:45 p.m. at The Hotel at Kirkwood Center, 7725 Kirkwood Blvd. SW, Cedar Rapids (Ballroom D, E, F)

**Next Meeting:** Thursday, January 12, 2023, 4:30 p.m., B.A. Jensen Board Room

**Board of Trustees' Agenda  
December 8th, 2022  
PERSONNEL**

**Replacements/New Positions**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective Date</b>	<b>Replaces/New</b>
Lisa Gibbs*	Senior Financial Aid Specialist	Enrollment Management	11/14/2022	Elisa Thurman
Eric Henline	Public Safety Officer	Facilities & Security	11/07/2022	David Segbee
Tyler Poldervaart**	Associate Director	Admissions	11/14/2022	NEW
Taylor Ullrich	Counselor, 201-Day	Dean of Students	11/28/2022	Mary Gesing
Ashley Hunt	Academic Advisor	Advising	01/09/2022	NEW

Lateral Transfer\*  
Internal Promotion\*\*

**Separation of Employment**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective Date</b>
Mahmoud Lutfi	Operations Specialist I	Secondary Programs	01/06/2023
Jason Pershing	Career Coach	Dean of Students	11/14/2022
Randy Jones	Public Safety Officer	Facilities & Security	12/16/2022
Yolanda Sanchez	Department Assistant	Iowa Medical Classification Center	12/09/2022