

Des Moines Area Community College

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Board of Directors Meeting Minutes

3-7-1994

Board of Directors Meeting Minutes (March 7, 1994)

DMACC

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March 7, 1994

**DES MOINES AREA COMMUNITY COLLEGE
Board of Trustees**

**Public Hearing
Proposed Budgets for FY1995**

**March 7, 1994
DMACC Commons - Eldon Leonard Board Room
Ankeny, Iowa**

A G E N D A

1. Call to order - 4 p.m.
2. Roll call.
3. Consideration of tentative agenda.
4. Acknowledgement by Board Secretary of how Notice of Hearing was made.
5. Requests to address the Board recognized.
6. Consideration of proposed General and Plant Fund Budgets (Funds 1, 2 and 7), and proposed tuition and fees, for FY1995.
7. Adjournment.

**BOARD OF TRUSTEES
DES MOINES AREA COMMUNITY COLLEGE
2006 South Ankeny Boulevard
Ankeny, Iowa**

**PUBLIC HEARING,
MARCH 7, 1994**

A special meeting of the Des Moines Area Community College Board of Trustees was held at the DMACC Commons, Ankeny Campus, on March 7, 1994, for the purpose of conducting a public hearing on the proposed budgets for FY1995. The meeting was called to order at 4 p.m., by Board President Doug Shull.

ROLL CALL

Members Present:

Harold Belken
Susan Clouser
Lloyd Courter
Dick Johnson

Gerry Pecinovsky
Doug Shull
Madelyn Tursi
Nancy Wolf-Keith

Members Absent:

Dale Froehlich

Others Present:

Joseph A. Borgen, President/CEO
Helen Harris, Board Secretary
Don Zuck, College Treasurer
Eric Burmeister, Polk-Des Moines Taxpayers Association
Other interested DMACC staff and area residents

**APPROVAL OF
TENTATIVE AGENDA**

A motion to approve the tentative agenda as presented was made by H. Belken; second by N. Wolf-Keith.

Motion passed unanimously. Aye-Belken, Clouser, Courter, Johnson, Pecinovsky, Tursi, Wolf-Keith, Shull. Nay-none.

**ACKNOWLEDGEMENT
OF HEARING NOTICE**

Board Secretary H. Harris reported that the notice of the time and place of this hearing was, according to law and as directed by the Board, published in The Des Moines Register on February 21, 1994, and posted in Building 1, DMACC Ankeny Campus. Ms. Harris reported that no written objections to this hearing were received. Information regarding the publication of this document is Attachment #1 to these minutes.

**ADDRESS TO BOARD
RE: PROPOSED
BUDGET**

Eric Burmeister, Chairperson of the Schools Committee, Polk-Des Moines Taxpayers Association, addressed the Board on the proposed FY1994-95 budget and stated that the Association supports the budget as presented. A copy of the address is Attachment #2 to these minutes.

**APPROVAL OF FY1995
BUDGETS & TUITION
& FEES RATES**


It was moved by L. Courter, seconded by G. Pecinovsky, that the Board approve the resolution adopting the proposed general and plant fund budgets (Funds 1, 2 and 7), and the proposed tuition and fees rates for FY1995, and that the Board Secretary be directed to forward copies of the budgets to county auditors as required by law. A copy of said resolution and fees list is Attachment #3 to these minutes. The complete budget book is on file in the Business Office, Building 1.

Motion passed unanimously. Aye-Belken, Clouser, Courter, Johnson, Pecinovsky, Tursi, Wolf-Keith, Shull. Nay-none.

ADJOURNMENT

A motion for adjournment of the Public Hearing was made by L. Courter, seconded by G. Pecinovsky.

Motion passed unanimously, and at 4:20 p.m., Board President Shull adjourned the Public Hearing.



DOUG SHULL, President



HELEN M. HARRIS, Board Secretary

The Des Moines Register

Affidavit of Publication

COPY OF ADVERTISEMENT STATE OF IOWA
Exhibit "A" POLK COUNTY SS.

324) **NOTICE OF PUBLIC HEARING
BUDGET ESTIMATE**
Fiscal Year July 1, 1994-June 30, 1995
Des Moines Area Community College

The Board of Directors of Des Moines Area Community College, Merged Area XI, in the counties of Adair, Audubon, Boone, Carroll, Cass, Clarke, Crawford, Dallas, Green, Guthrie, Hamilton, Hardin, Jasper, Lucas, Madison, Mahaska, Marion, Marshall, Polk, Poweshiek, Shelby, Story, Warren in Iowa, will conduct a PUBLIC HEARING on the proposed 1994-95 BUDGET, in the Eldon Leonard Board Room, Commons Building, on the campus of Des Moines Area Community College, 2006 S. Ankeny Blvd., Ankeny, IA, on March 7, 1994, beginning at 4:00 p.m. At the public hearing, any resident or taxpayer may present their objections to, or arguments in favor of, any part of the proposed budget. This notice represents a summary of the supporting detail of budget receipts and expenditures on file with the Board Secretary. Copies of the Supplemental Detail will be furnished to any taxpayer upon their request.

February 15, 1994 /s/ Helen Harris, Board Secretary

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BUDGET ESTIMATE SUMMARY

| | A | B | C | D | E | F |
|----------------------------------|---------|------------|-----------------|-------------|-------------|------------|
| | General | Plant | Bond & Interest | Total of | Prior Years | All Funds |
| | Funds | Funds | Funds | All Funds | FY94 | FY93 |
| | FY95 | FY95 | FY95 | FY95 | Estimated | Actual |
| | Budget | Budget | Budget | Budget | | |
| Revenues/Receipts | | | | | | |
| Income from Property Tax Levy | 1 | 4,628,108 | 3,328,599 | 7,956,707 | 7,701,840 | 7,955,377 |
| Student Fees | 2 | 1,602,000 | 0 | 1,602,000 | 2,048,106 | 1,372,896 |
| Contribution | 3 | 13,588,706 | 0 | 13,588,706 | 12,589,935 | 11,184,976 |
| State Aid | 4 | 16,890,230 | 0 | 16,890,230 | 16,390,230 | 15,629,415 |
| Federal State Aid | 5 | 740,821 | 0 | 740,821 | 1,945,799 | 442,719 |
| Federal Aid | 6 | 4,358,896 | 0 | 4,358,896 | 4,070,645 | 1,368,393 |
| Post-Service | 7 | 137,064 | 0 | 137,064 | 119,586 | 137,814 |
| Other | 8 | 2,708,280 | 450,028 | 3,158,308 | 3,079,893 | 2,740,646 |
| Proceeds from Certificates | 9 | 9,467,705 | 0 | 9,467,705 | 16,952,504 | 2,009,190 |
| Total Revenues/Receipts | 10 | 54,121,810 | 3,778,627 | 57,900,437 | 64,898,538 | 42,841,426 |
| Expenditures: | | | | | | |
| General Arts & Sciences | 12 | 10,574,903 | 0 | 10,574,903 | 9,552,589 | 9,039,706 |
| Vocational and Technical | 13 | 11,540,662 | 0 | 11,540,662 | 9,900,310 | 8,168,456 |
| Adult Education | 14 | 6,907,182 | 0 | 6,907,182 | 8,097,207 | 6,447,811 |
| Cooperative Programs/Services | 15 | 9,820,338 | 0 | 9,820,338 | 11,000,320 | 2,522,576 |
| Administration | 16 | 1,537,595 | 0 | 1,537,595 | 1,583,211 | 1,435,454 |
| Student Services | 17 | 3,546,081 | 0 | 3,546,081 | 3,714,965 | 3,192,685 |
| Earning Resources | 18 | 1,658,099 | 0 | 1,658,099 | 1,316,818 | 1,021,927 |
| Physical Plant | 19 | 3,453,814 | 6,371,986 | 9,825,800 | 12,311,167 | 4,811,945 |
| General Institution | 20 | 4,842,065 | 0 | 4,842,065 | 6,127,731 | 4,238,310 |
| Total Expenditures | 21 | 53,880,739 | 6,371,986 | 60,252,725 | 63,604,318 | 40,877,870 |
| Net of Revenues and Expenditures | 22 | 241,071 | (2,593,359) | (2,352,288) | 1,294,220 | 1,963,556 |
| Beginning Fund Balance | 23 | 3,261,974 | 2,930,000 | 6,191,974 | 4,902,842 | 2,939,286 |
| Ending Fund Balance | 24 | 3,503,045 | 336,641 | 3,839,686 | 6,197,062 | 4,902,842 |

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\$16,437,527,177 = Estimated Property Valuation Estimated Taxation Rate per \$1000 Valuation = \$.4840

May E. Gilman
Notary Public in and for Polk County, Iowa

Mailing Address ■ P.O. Box 957 ■ Des Moines, Iowa 50304
Street Address ■ 715 Locust Street ■ Des Moines, Iowa 50309 ■ (515) 284-8000



The Des Moines Register

Affidavit of Publication

COPY OF ADVERTISEMENT
Exhibit "A"

STATE OF IOWA
SS.
POLK COUNTY

324)

The Board of Directors of Des Moines...
Warren in Iowa, will conduct a public hearing...
February 15, 1994

Presidents

Design furnished by Chippen...
is located in 107 N. Ninth...
Call (515) 242-2

| | |
|----------------------------------|--|
| Revenues/Receipts | |
| Income from Property Tax Levy | |
| Student Fees | |
| State Aid | |
| Federal Aid | |
| Other State Aid | |
| Other | |
| Proceeds from Certificates | |
| Total Revenues/Receipts | |
| Expenditures: | |
| General Arts & Sciences | |
| Vocational and Technical | |
| Adult Education | |
| Cooperative Programs/Services | |
| Administration | |
| Student Services | |
| Learning Resources | |
| Physical Plant | |
| General Institution | |
| Total Expenditures | |
| Net of Revenues and Expenditures | |
| Beginning Fund Balance | |
| Ending Fund Balance | |
| \$16,437,527,177 = Est | |

at 8 p.m. Tuesday at Gr...
Questions? Call (515) 242-2...
■ Open today. Prairie Me...
today with simulcast ra...
1:30 and 2:30 p.m. Call (8...
■ Tournament time. The...
tournament begins Thur...
tinue through Saturday...
ditorium. Call (515) 242-2...
■ On the home front...
Money," "Son of the P...
"Dazed and Confused"...
"Needful Things," "Stri...
and "Boxing Helena" will...
on video this week...
These were the most-re...
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Business magazine:
1. Rookle of the Year
2. In the Line of Fire
3. Hard Target
4. The Firm
5. Sleepless in Seattle
6. Last Action Hero
7. Cliffhanger
8. Hocus Pocus
9. Coneheads
10. Robin Hood: Men in T...
WRITE TIPSHEET, The De...
ter, Box 957, Des Moines, I...
(515) 284-8124.

The undersigned, being first duly sworn, on oath states that she/he is the Chief Clerk Dunda Hubson of Des Moines Register and Tribune Company, a corporation duly organized and existing under the laws of the State of Iowa, with its principal place of business in Des Moines, Iowa, the publisher of

THE DES MOINES REGISTER (Daily)
DES MOINES SUNDAY REGISTER

newspapers of general circulation printed and published in the City of Des Moines, Polk County, Iowa, and that an advertisement, a printed copy of which is attached as Exhibit "A" and made a part of this affidavit, was printed and published in

The Des Moines Register (daily) the following dates February 21, 1994

in Des Moines Sunday Register on _____

Subscribed and sworn to before me by said affiant this 28th day of

February, 1994

W. E. Gilman
Notary Public in and for Polk County, Iowa



■ POLK ■ DES MOINES ■

TAXPAYERS

■ ASSOCIATION ■

**STATEMENT TO THE BOARD OF DIRECTORS
DES MOINES AREA COMMUNITY COLLEGE
PROPOSED FY 1994-95 BUDGET**

**BY ERIC BURMEISTER, CHAIRPERSON
SCHOOLS COMMITTEE
POLK DES MOINES TAXPAYERS ASSOCIATION**

Good afternoon Mr. Chairperson and members of the Board, my name is Eric Burmeister. I live at 328 38th Place in Des Moines and I am appearing at this hearing on behalf of the Polk-Des Moines Taxpayers Association.

On behalf of the Schools Committee of the Association I would like to thank Dr. Borgen, Darrell Roberts and Don Zuck for their time with us on February 23rd. It is always a pleasure to have the staff explain the details of the new budget and especially for Dr. Borgen's personal insights on the future of the community college system in general and DMACC specifically.

After a review of the budget by staff, a report to the Committee and finally the Association's Board of Directors, I am pleased to report that the Association supports your FY95 budget. As a taxpayers' organization we are always pleased to see any jurisdiction consistently keep its increases in expenditures close to the rate of the increase

in valuation. Historical analysis of the DMACC budget shows the school's dedication to that principle.

We especially commend you for your sensitivity to the financial constraints placed on today's students while recognizing the full cost of a quality education cannot be paid for by the taxpayer. DMACC offers a fair balance between these two competing interests.

The association would encourage this Board to continue to be alert to opportunities for alternative funding. The college has consistently shown strength in this area. Your use of designated state and federal funds for specific program purposes has been instrumental in bringing successful programs to the campus.


The Association would like to explore in greater detail the possibility of the college's use of a consistent accounting basis for budget and financial documents. Our initial impression is that such a change might make review of the budget more meaningful for groups such as ours. I understand a dialog has already begun on that issue.

As always we appreciate the professionalism of the DMACC's administrative staff and we will work to maintain the open cordial relationship between the college and our Association. I am grateful for the time and attention you have given me and appreciate the time you and members of your staff have spent with our staff and board members. Thank you for the opportunity to comment this afternoon.

RESOLUTION ADOPTING PROPOSED BUDGETS & TUITION & FEES, FY 1995

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DES MOINES AREA COMMUNITY COLLEGE, that the proposed General and Plant Fund budget estimates (Funds 1, 2 and 7), and the proposed tuition and fees rates for FY1995 are hereby adopted, and that the Board Secretary is hereby directed to forward copies of the budgets to county auditors as required by law.

PASSED AND APPROVED this 7th day of March, 1994.



President, Board of Directors

ATTEST:



Secretary, Board of Directors

ROLL CALL VOTE

PROPOSAL FOR FY 1995: TUITION AND FEES

TUITION

| *Tuition for credit offerings (resident students) | Board Proposed | Adopted |
|---|----------------|--------------|
| | <u>FY 95</u> | <u>FY 94</u> |
| Full or part-time enrollment (per credit) | \$44.00 | \$41.00 |
| Audit (per credit) | \$44.00 | \$41.00 |
| Adult Education Certificate of Specialization Program (per credit) | \$44.00 | \$41.00 |
| Career Supplemental non-credit courses (per contact hour) | \$ 2.95 | \$ 2.75 |
| Continuing and General Adult Ed - Local schools (per contact hour) | \$ 2.00 | \$ 2.00 |
| English as a Second Language (per contact hour) | | |
| Level 1 (per course) | \$-0- | \$-0- |
| Level 2-4 (per course) | \$65.00 | \$65.00 |
| Level 5-6 (per course) | \$75.00 | \$75.00 |
| High School Diploma (per course) | \$50.00 | \$50.00 |

*Non resident tuition is 200 percent of resident rate

FEES

| | | |
|---|-------------------|-------------------|
| Activity fee (per credit) | \$1.05 | \$1.05 |
| Processing fee (one time only) | \$10.00 | \$10.00 |
| Service fee per credit | \$ 4.60 | \$ 4.40 |
| Service fee per contact hour (non-credit) | \$.20 | \$.20 |
| Music fee (piano/instrumental-per course) | \$100.00 | \$84.00 |
| Correspondence course fee | \$15.00 | \$15.00 |
| Transcript fee | | |
| Overnight request | \$ 1.00 | \$ 1.00 |
| On demand request | \$ 3.00 | \$ 3.00 |
| Convenience fee (TV classes - per course) | \$15.00 | \$15.00 |
| Lab fees for Advanced Technology Center courses | \$10-\$100/course | \$10-\$100/course |
| Graduation fee (one time fee) | \$-0- | \$25.00 |
| Deferred payment fee | \$25.00 | \$25.00 |
| International student processing | \$100.00 | \$100.00 |
| GED Testing/Diploma | \$25.00 | \$25.00 |

ALL FEES ARE NON-REFUNDABLE

Des Moines Area Community College reserves the right to change tuition and fees.

Adopted March 7, 1994

ATTACHMENT "B"

**DES MOINES AREA COMMUNITY COLLEGE
Board of Trustees**

**Regular Meeting - March 7, 1994
DMACC Commons - Eldon Leonard Board Room
Ankeny, Iowa**

A G E N D A

1. Call to order - immediately following public hearing.
2. Roll call.
3. Consideration of tentative agenda.
4. Public comments.
5. Consideration of minutes of the February 14, 1994, public hearing and regular board meeting.
6. Board Report No. 94-027. Consideration of resolution setting the date for a Public Hearing and adopting the proposed plans, specifications, form of contract and estimated costs for the DMACC underground heating water main replacement for the Ankeny Campus.
7. Consideration of resolution fixing the date for receipt of bids for the DMACC underground heating water main replacement, Ankeny Campus.
8. Board Report No. 94-026. Consideration of resolution setting the date for a Public Hearing and adopting the proposed plans, specifications, form of contract and estimated costs for the DMACC Boone Campus addition and remodeling.
9. Consideration of resolution fixing the date for receipt of bids for the DMACC Boone Campus addition and remodeling.
10. Board Report No. 94-025. Consideration of Human Resources report.
11. Consideration of payables.
12. Presentation of financial report.
13. President's report.
14. Board members' reports.

15. Closed session - litigation.
16. Closed session - collective bargaining.
17. Information Items:
 - A. April 11 - Board Meeting - 4 p.m. - DMACC Newton Polytechnic Campus
18. Adjournment.

**BOARD OF TRUSTEES
DES MOINES AREA COMMUNITY COLLEGE
2006 South Ankeny Boulevard
Ankeny, Iowa**

**REGULAR MEETING,
MARCH 7, 1994**

The regular meeting of the Des Moines Area Community College Board of Trustees was held at the DMACC Commons, Ankeny Campus, March 7, 1994. Board President Doug Shull called the meeting to order at 4:20 p.m.

ROLL CALL

Members Present:

Harold Belken
Susan Clouser
Lloyd Courter
Dick Johnson

Gerry Pecinovsky
Doug Shull
Madelyn Tursi
Nancy Wolf-Keith

Members Absent:

Dale Froehlich

Others Present:

Joseph A. Borgen, President
Helen Harris, Board Secretary
Don Zuck, College Treasurer
Representatives from RDG Bussard Dikis Architects
Representatives from KJWW Engineering
Other interested DMACC staff and community residents

**APPROVAL OF
TENTATIVE AGENDA**

A motion to approve the tentative agenda as presented was made by H. Belken, seconded by N. Wolf-Keith.

Motion passed unanimously. Aye-Belken, Clouser, Courter, Johnson, Pecinovsky, Tursi, Wolf-Keith, Shull. Nay-none.

PUBLIC COMMENTS

None.

**APPROVAL OF
MINUTES**

Having no corrections, additions or deletions to the minutes of the February 14, 1994, public hearing and regular board meeting, President Shull declared the minutes approved as presented.

**UNDERGROUND
HEATING WATER
MAIN REPLACEMENT,
ANKENY**

BOARD REPORT #94-027. Upon Dr. Borgen's recommendation, Items 6 and 7 pertaining to the underground heating water main replacement for the Ankeny Campus was tabled. The engineering consultants have not submitted completed/satisfactory plans and specifications. L. Courter moved that the Board table Items 6 and 7 to the April, 1994, board meeting; second by S. Clouser.

Motion passed unanimously. Aye-Belken, Clouser, Courter, Johnson, Pecinovsky, Tursi, Wolf-Keith, Shull. Nay-none.

APPROVAL OF PUBLIC HEARING DATE, BOONE CAMPUS REMODELING

BOARD REPORT #94-026. It was moved by L. Courter, seconded by G. Pecinovsky, that the Board approve the resolution setting the date for a public hearing and adopting proposed plans, specifications, form of contract and estimated costs for the DMACC Boone Campus addition and remodeling. A copy of said resolution is Attachment #1 to these minutes.

Motion passed unanimously. Aye-Belken, Clouser, Courter, Johnson, Pecinovsky, Tursi, Wolf-Keith, Shull. Nay-none.

APPROVAL OF DATE FOR RECEIPT OF BIDS, BOONE REMODELING

A motion was made by S. Clouser, seconded by H. Belken, that the Board set the time for receipt of bids of the Boone Campus addition and remodeling at 2 p.m. instead of 11 a.m., and approve the resolution fixing the date of April 7, 1994, for receipt of bids. The resolution is Attachment #2 to these minutes.

Motion passed unanimously. Aye-Belken, Clouser, Courter, Johnson, Pecinovsky, Tursi, Wolf-Keith, Shull. Nay-none.

APPROVAL OF HUMAN RESOURCES REPORT

BOARD REPORT #94-025. N. Wolf-Keith moved that the Board approve the following personnel items; second by L. Courter.

New Personnel

Mayes, Bette J., Educational Advisor, Career Beginnings Specialist, Urban Campus. Annual salary \$23,490; effective January 17, 1994. 12-month position. Employment agreement with professional staff.

Schulze, Dyanne, Instructor, Personal Computer Applications, Ankeny Campus. Annual salary \$41,318; effective February 16, 1994. 12-month position, continuing contract with faculty, probationary.

Retirement

Anderson, Duane, Instructor/Program Chair, Commercial Horticulture, Ankeny, Business & Management. Effective August 14, 1994.

Contract Change

Linduska, Kim, Executive Dean, Academic/Student Services (Grade 19) to Vice President, Academic Affairs (Grade 20). Annual salary \$69,488; effective October 4, 1993.

Motion passed unanimously. Aye-Belken, Clouser, Courter, Johnson, Pecinovsky, Tursi, Wolf-Keith, Shull. Nay-none.

APPROVAL OF PAYABLES

Approval of the payables as presented in Attachment #3 to these minutes was made by G. Pecinovsky, seconded by D. Johnson. Motion passed unanimously. Aye-Belken, Clouser, Courter, Johnson, Pecinovsky, Tursi, Wolf-Keith, Shull. Nay-none.

FINANCIAL REPORT

The February 28, 1994, monthly financial report as presented by Darrell Roberts, Vice President of Business Services, was received and filed. (Attachment #4.)

CLOSED SESSION -
LITIGATION

A motion was made by G. Pecinovsky, seconded by H. Belken, that the Board hold a closed session as provided in Section 21.5(2)(c) of the Code of Iowa, to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of DMACC in these matters. Motion passed unanimously on a roll call vote, and at 4:45 p.m., the Board convened in closed session. Gordon Greta, Assistant to the President/General Counsel was present at the closed session. Aye-Belken, Clouser, Courter, Johnson, Pecinovsky, Tursi, Wolf-Keith, Shull. Nay-none.

A tape recording of the closed session for litigation is in the DMACC safety deposit ~~box~~ at Community State Bank, Ankeny. The board returned to open session at 4:55 p.m.

CLOSED SESSION -
COLLECTIVE
BARGAINING

G. Pecinovsky moved that the Board hold a closed session to conduct a strategy meeting of a public employer concerning employees covered by a collective bargaining agreement as provided in Section 20.17(3) of the Iowa Code. Motion passed unanimously on a roll call vote, and at 4:55 p.m., the Board convened in closed session. Aye-Belken, Clouser, Courter, Johnson, Pecinovsky, Tursi, Wolf-Keith, Shull. Nay-none.

The Board returned to open session at 5:25 p.m.

ADJOURNMENT

A motion for adjournment was made by H. Belken, seconded by N. Wolf-Keith.

Motion passed unanimously and at 5:25 p.m., Board president Shull adjourned the meeting.



DOUG SHULL, President



HELEN M. HARRIS, Board Secretary

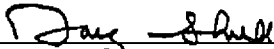
RESOLUTION SETTING PUBLIC HEARING DATE AND ADOPTING PROPOSED
PLANS AND SPECIFICATIONS AND FORM OF CONTRACT AND ESTIMATED
COSTS FOR DMACC BOONE CAMPUS ADDITION AND REMODELING

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DES MOINES AREA COMMUNITY COLLEGE, that proposed plans and specifications, form of contract, and estimated costs for the DMACC Boone Campus Addition and Remodeling, are hereby adopted and placed on file in the office of the Secretary of the Board of Directors.

BE IT FURTHER RESOLVED, that the Board shall hold a Public Hearing at 4:00 p.m., on April 11, 1994, Newton Polytechnic Campus, 600 N. 2nd Avenue W. Newton, Iowa, on the matter of the adoption of plans and specifications, form of contract and estimated costs now on file in the office of the Secretary of the Board of Directors; after such Public Hearing and receipt of public comments, if any, the Board shall review the bids received and decide whether or not, and when, to award the contract; the Board reserves the right to reject any and all bids, to waive technicalities in the bidding process, and to award the contract on the same date as the Public Hearing or at some later date to be announced after the Public Hearing.

BE IT FURTHER RESOLVED, that the Secretary of the Board of Directors shall give notice of said Public Hearing as required by law.

PASSED AND APPROVED this 7th day of March, 1994.



President, Board of Directors

ATTEST:



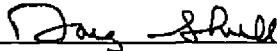
Secretary, Board of Directors

RESOLUTION FIXING DATE FOR RECEIPT OF BIDS FOR THE DMACC BOONE
CAMPUS ADDITION AND REMODELING

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DES MOINES
AREA COMMUNITY COLLEGE, that sealed proposals for the DMACC Boone
Campus Addition and Remodeling, will be received at Building 1, Room 30B,
Ankeny Campus, 2006 S. Ankeny Blvd., Ankeny, Iowa, until ~~11:00 a.m.~~ ^{2:00 p.m.} Central
Time, April 7, 1994, at which time and place said bids will be publicly opened and
read aloud.

BE IT FURTHER RESOLVED, that the Secretary of the Board of Directors
shall give notice of said deadline for receiving bids as required by law.

PASSED AND APPROVED this 7th day of March, 1994.



President, Board of Directors

ATTEST:



Secretary, Board of Directors

DMACC MONTHLY FINANCIAL REPORT

DMACC
DES MOINES AREA
COMMUNITY COLLEGE

Des Moines Area
Community College

FEBRUARY 1994

**DES MOINES AREA COMMUNITY COLLEGE
MONTHLY FINANCIAL REPORT**

PAGES

TABLE OF CONTENTS

BALANCE SHEET & ATTACHMENTS:

- 1 Balance Sheet – All Funds
- 2 Statement of Revenue, Expenditures & Changes in Fund Balance
- 3 Schedule B – Investments
- 4 Schedule F – Detail of Liabilities

BUDGET VS ACTUAL SUMMARY REPORTS

- 5 Budget Balance Report All Funds
- 6 Budget Status Graph – Funds 1 and 2
- 7 Budget Status Graph – Funds 3 through 7
- 8 Graph Showing Actual Revenue and Expenses Compared to Prior
Year for Funds 1, 2, and 7

BALSHEET

DES MOINES AREA COMMUNITY COLLEGE
BALANCE SHEET
FEBRUARY 28, 1994

| ASSETS | | Unrestricted | Restricted | Auxiliary | Agency | Scholarship | Loan | Plant | Total |
|---|--------------------|-------------------|-------------------|----------------|----------------|----------------|------------------|-------------------|--------------------|
| | | General | General | Fund 3 | Fund 4 | Fund 5 | Fund 6 | Fund 7 | |
| Current Assets | | Fund 1 | Fund 2 | Fund 3 | Fund 4 | Fund 5 | Fund 6 | Fund 7 | Total |
| Cash on Hand or in Banks | (Sch A) | 343,062 | | 1,176 | | | 585 | | 344,823 |
| Investments | (Sch B) | 6,661,493 | 20,223,694 | (84,519) | 678,595 | 905,077 | 92,875 | 5,623,983 | 34,101,198 |
| Accounts Receivable | (Sch C) | 5,079,305 | 21,268,084 | 84,164 | 45,468 | | | 416,670 | 26,893,691 |
| Student Loans | (Sch E) | | | | | | 1,029,886 | | 1,029,886 |
| Deposits & Prepaid Expenses | (Sch D) | 736 | 116,124 | 221 | 18,065 | | | | 135,146 |
| Inventories | (Sch D) | 166,036 | | 749,423 | | | | | 935,459 |
| Due to/from Other Funds | | | | | | | | | 0 |
| Total current assets | | 12,270,632 | 41,607,902 | 750,465 | 742,128 | 905,077 | 1,123,346 | 6,040,653 | 63,440,203 |
| Fixed Assets | | | | | | | | | |
| Land, Buildings & Improvements | | | | | 35,664 | | | 43,461,237 | 43,496,901 |
| Equipment, Leased Prop, Books & Film | | | | | 127,882 | | | 15,691,060 | 15,818,942 |
| Total fixed assets | | 0 | 0 | 0 | 163,546 | 0 | 0 | 59,152,297 | 59,315,843 |
| TOTAL ASSETS | | 12,270,632 | 41,607,902 | 750,465 | 905,674 | 905,077 | 1,123,346 | 65,192,950 | 122,756,046 |
| LIABILITIES AND FUND BALANCES | | | | | | | | | |
| Current Liabilities | | 9,476,960 | 11,444,012 | 70,188 | 82,080 | | | 5,394 | 21,078,634 |
| Long Term Liabilities | | | 29,711,000 | | | | | 8,838,902 | 38,549,902 |
| Deposits Held in Custody for Others | | 2,715 | | | 823,594 | | | | 826,309 |
| Total liabilities | (Sch F) | 9,479,675 | 41,155,012 | 70,188 | 905,674 | 0 | 0 | 8,844,296 | 60,454,845 |
| Fund Balance | | | | | | | | | |
| Unrestricted | | 2,604,921 | | | | | | | 2,604,921 |
| Restricted – spec purposes | | 186,036 | 452,890 | 680,277 | | 905,077 | 1,123,346 | (602,182) | 2,745,444 |
| Net Investment in Plant | | | | | | | | 56,950,836 | 56,950,836 |
| Total fund balance | (Sch G thru Sch K) | 2,790,957 | 452,890 | 680,277 | 0 | 905,077 | 1,123,346 | 56,348,654 | 62,301,201 |
| TOTAL LIABILITIES & FUND BALANCE | | 12,270,632 | 41,607,902 | 750,465 | 905,674 | 905,077 | 1,123,346 | 65,192,950 | 122,756,046 |

DES MOINES AREA COMMUNITY COLLEGE
STATEMENT OF REVENUE, EXPENDITURES & CHANGES IN FUND BALANCES
FEBRUARY 28, 1994

| | Unrestricted General Fund 1 | Restricted General Fund 2 | Auxiliary Fund 3 | Agency Fund 4 | Scholarship Fund 5 | Loan Fund 6 | Plant Fund 7 | Total |
|---|-----------------------------------|---------------------------------|---------------------|------------------|-----------------------|------------------|--------------------|--------------------|
| REVENUES & OTHER ADDITIONS: | | | | | | | | |
| Tuition and Fees | 8,409,742 | 377,075 | 21,485 | 194,184 | | | | 9,002,486 |
| Local Support (Property Taxes) | 2,465,743 | 338,497 | | | | | 2,147,476 | 4,951,716 |
| State Support | 11,015,402 | 740,369 | | | 60,000 | | | 11,815,771 |
| Federal Support | 468,388 | 655,185 | 70 | 57,563 | 4,105,886 | 32,119 | | 5,319,211 |
| Sales & Services | 84,040 | | 4,500,685 | 38,021 | | | | 4,622,746 |
| Training Revenue | | 3,453,063 | | | | | | 3,453,063 |
| Other Income | 253,002 | 257,089 | 156,343 | 319,374 | 201 | 13,882 | 51,248 | 1,051,139 |
| Total Revenue & Other Additions | 22,696,317 | 5,821,278 | 4,678,583 | 609,142 | 4,166,087 | 46,001 | 2,198,724 | 40,216,132 |
| EXPENDITURES & OTHER DEDUCTIONS: | | | | | | | | |
| Educational & General | | | | | | | | |
| Instruction | 11,966,595 | 3,442,874 | | | | | | 15,409,469 |
| Academic Support | 3,586,195 | | | | | | | 3,586,195 |
| Student Services | 1,864,766 | 383,317 | | | | | | 2,248,083 |
| Institutional Support | 3,407,530 | 1,373,446 | | | | | | 4,780,976 |
| Operation & Maintenance of Plant | 1,829,242 | 292,286 | | | | | | 2,121,528 |
| Auxiliary Enterprise Expenditure | | | 5,165,463 | | | | | 5,165,463 |
| Scholarship Expense | | | | | 3,514,205 | | | 3,514,205 |
| Loan Fund Expense | | | | | | 14,419 | | 14,419 |
| Plant Fund Expense | | | | | | | 4,357,128 | 4,357,128 |
| Agency Fund Expense | | | | 433,993 | | | | 433,993 |
| Total Expenditures & Other Deductions | 22,654,328 | 5,491,923 | 5,165,463 | 433,993 | 3,514,205 | 14,419 | 4,357,128 | 41,631,459 |
| TRANSFER AMONG FUNDS: ADDITIONS & DEDUCTIONS | | | | | | | | |
| Mandatory | (71,296) | | | | 65,628 | 5,668 | | 0 |
| Non-Mandatory | (5,094) | (329,355) | 118,000 | (6,957) | 112,000 | 26,358 | 85,048 | 0 |
| NET INCREASE (DECREASE) FOR THE PERIOD | (34,401) | 0 | (368,880) | 168,192 | 829,510 | 63,608 | (2,073,356) | (1,415,327) |
| FUND BALANCE AT BEGINNING OF YEAR | 2,825,358 | 452,890 | 1,049,157 | 655,402 | 75,567 | 1,059,738 | 58,422,010 | 64,540,122 |
| FUND BALANCE AT END OF PERIOD | 2,790,957 | 452,890 | 680,277 | 823,594 | 905,077 | 1,123,346 | 56,348,654 | 63,124,795 |

SCHBBALS
Disc 4

DES MOINES AREA COMMUNITY COLLEGE
SCHEDULE B
INVESTMENTS
FEBRUARY 28, 1994

| INSTITUTION | OBJECT CODE | INVESTMENT TYPE | INTEREST RATE | DUE DATE | PRINCIPAL AMOUNT |
|---|-------------|-----------------|---------------|----------|------------------|
| UNRESTRICTED GENERAL FUND (FUND 1) | | | | | |
| State Bk & Trust | 130 | CD #36969 | 3.6% | | 2,000,000 |
| First Natl Bk,Ames | 131 | Savings Acct | 2.89% | | 3,457,882 |
| Community State Bank | 133 | Savings Acct | 2.53% | | 5,000 |
| Hawkeye Bk & Trust | 134 | Savings Acct | 3.09% | | 1,026,503 |
| State Bk & Trust | 135 | Savings Acct | 2.94% | | 83,150 |
| Carroll Cty St Bk | 136 | Savings Acct | 2.53% | | 88,958 |
| | | | | | ----- |
| | | | | | 6,661,493 |
| | | | | | ===== |
| RESTRICTED GENERAL FUND (FUND 2) | | | | | |
| First Natl Bk,Ames | 131 | Savings Acct | 2.89% | | (729,555) |
| Firststar Bank | 112 | Savings Acct | 2.9% | | 2,149,384 |
| Norwest Bank | 112 | Variables | | | 18,803,865 |
| | | | | | ----- |
| | | | | | 20,223,694 |
| | | | | | ===== |
| AUXILIARY FUND (FUND 3) | | | | | |
| First Natl Bk,Ames | 131 | Savings Acct | 2.89% | | (84,519) |
| | | | | | ===== |
| AGENCY FUND (FUND 4) | | | | | |
| First Natl Bk,Ames | 130 | CD #21354 | 3.75% | | 45,000 |
| First Natl Bk,Ames | 131 | Savings Acct | 2.89% | | 633,595 |
| | | | | | ----- |
| | | | | | 678,595 |
| | | | | | ===== |
| SCHOLARSHIP FUND (FUND 5) | | | | | |
| First Natl Bk,Ames | 131 | Savings Acct | 2.89% | | 905,077 |
| | | | | | ===== |
| LOAN FUND (FUND 6) | | | | | |
| First Natl Bk,Ames | 131 | Savings Acct | 2.89% | | 92,875 |
| | | | | | ===== |
| PLANT FUND (FUND 7) | | | | | |
| State Bk & Trust | 130 | CD #36967 | 3.6% | | 2,000,000 |
| First Natl Bk,Ames | 131 | Savings Acct | 2.89% | | 3,623,983 |
| | | | | | ----- |
| | | | | | 5,623,983 |
| | | | | | ===== |

LIABILITIES
Disc 4

SCHEDULE F

DES MOINES AREA COMMUNITY COLLEGE
DETAIL OF LIABILITIES
FEBRUARY 28, 1994

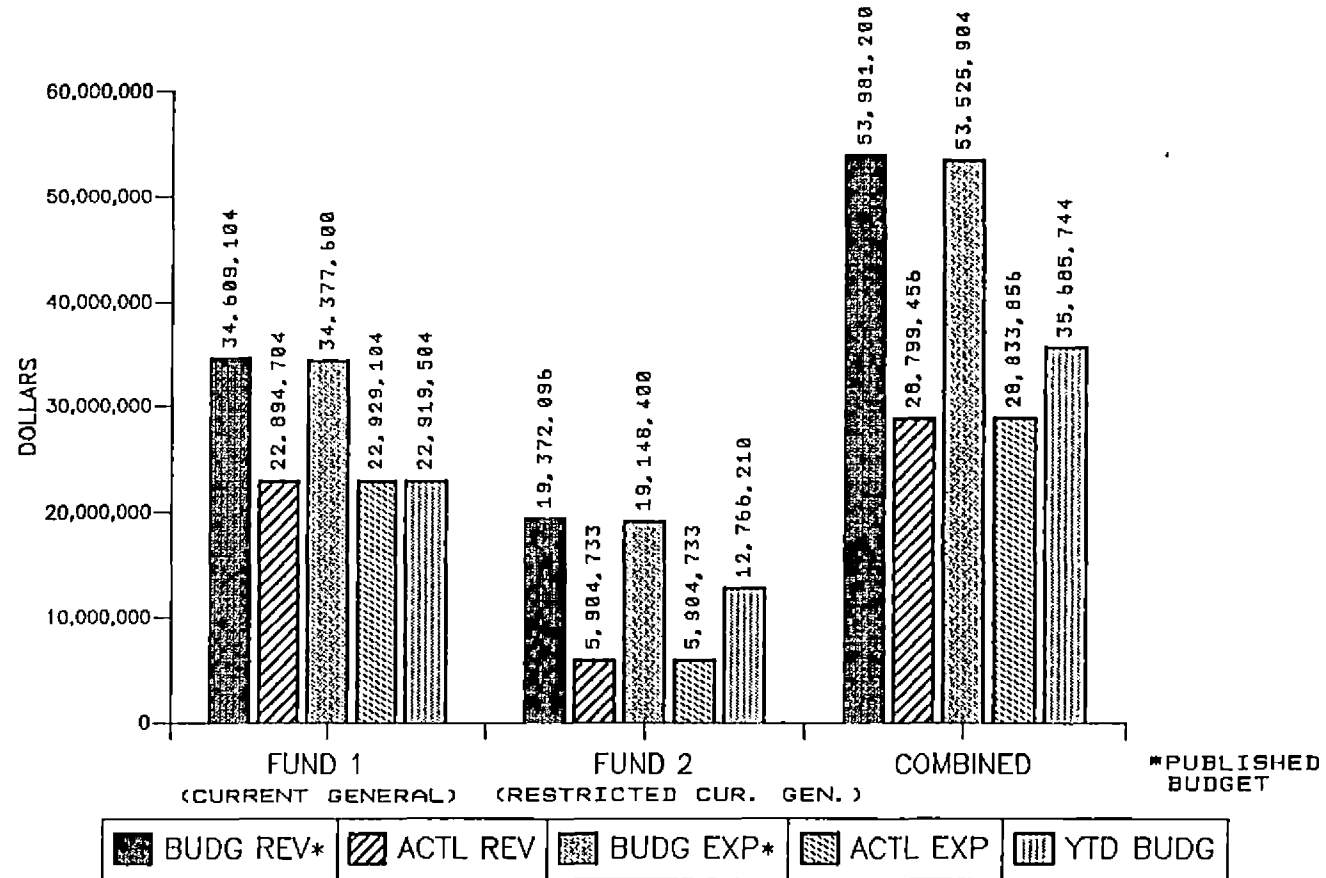
| | Unrestricted General Fund 1 | Restricted General Fund 2 | Auxiliary Fund 3 | Agency Fund 4 | Scholarship Fund 5 | Loan Fund 6 | Plant Fund 7 |
|--|-----------------------------------|---------------------------------|---------------------|------------------|-----------------------|----------------|------------------|
| PAYABLES: | | | | | | | |
| Trade Payables | | 6,667 | 5,450 | | | | |
| Anticipatory Warrant | 5,000,000 | | | | | | |
| Long Term Payables (Bonds) | | 29,711,000 | | | | | 8,290,000 |
| Leaseholds Payable | | | | | | | 608,170 |
| ACCRUED LIABILITIES: | | | | | | | |
| Payroll | 1,839,915 | 35,822 | 17,298 | 659 | | | 787 |
| Accrued Vacation | 414,059 | 39,452 | 47,440 | 684 | | | 4,607 |
| Interest on Debt | 82,988 | | | | | | |
| UNAMORTIZED DISC ON CERTF FUNDS HELD IN TRUST | 550 | (249,093) | | | | | (59,268) |
| DEFERRED INCOME | 2,139,448 | 11,590,164 | | 80,737 | | | |
| TOTAL LIABILITIES | 9,479,675 | 41,155,012 | 70,188 | 82,080 | 0 | 0 | 8,844,296 |

BUDREP
DISK #1

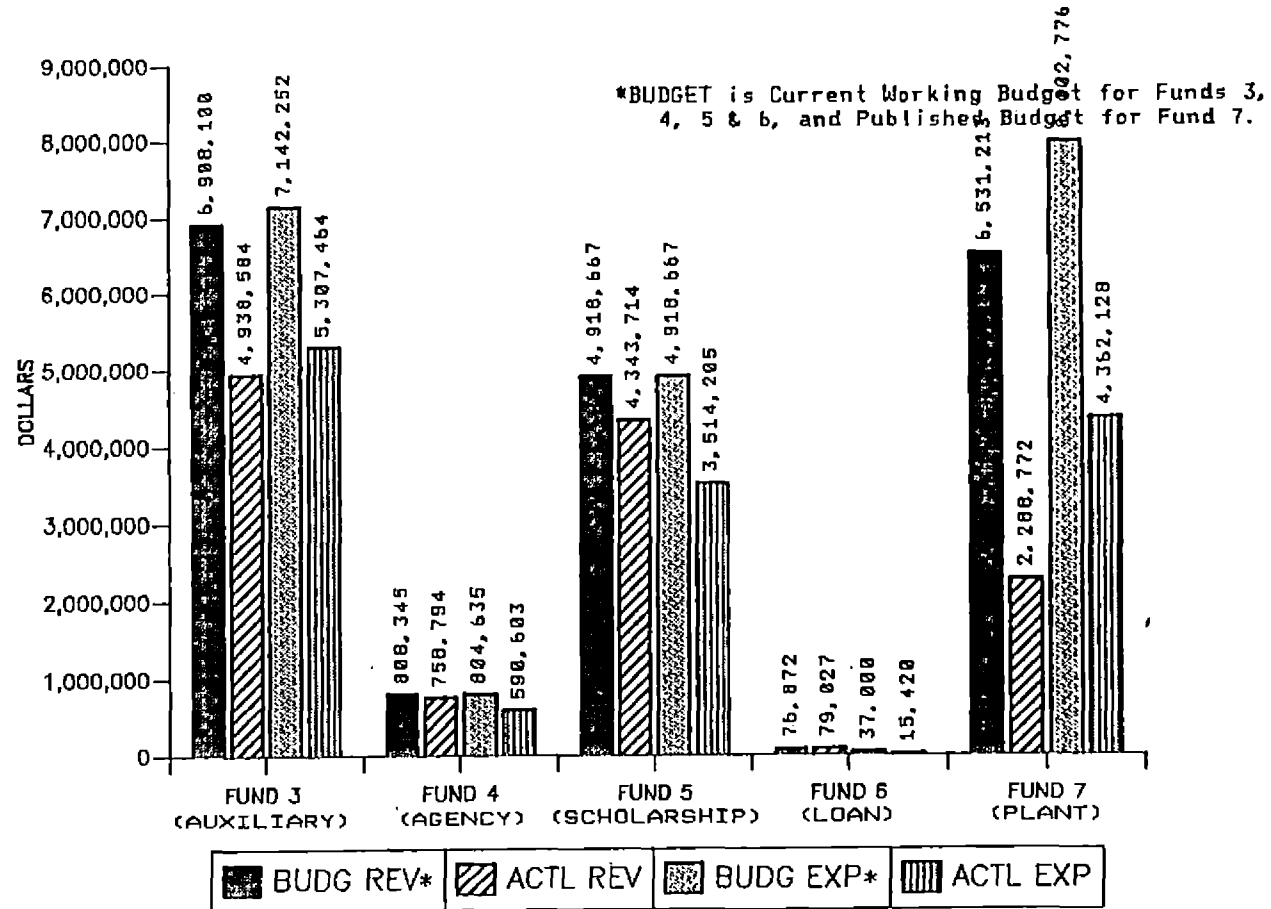
DES MOINES AREA COMMUNITY COLLEGE
BUDGET REPORT
SUMMARY BY FUND (ALL FUNDS)
FEBRUARY 28, 1994

| FUND NAME | FUND NO. | BOARD APPROVED BUDGET | WORKING BUDGET | AMOUNT EXPENDED/ RECEIVED | AMOUNT ENCUMBERED | WORKING BUDGET BALANCE |
|--------------------|----------|-----------------------|----------------|---------------------------|-------------------|------------------------|
| REVENUE: | | | | | | |
| GEN FUND CURRENT | 1 | \$34,609,060 | \$34,581,900 | \$22,894,729 | | 11,687,171 |
| RESTRICTED CURRENT | 2 | 19,372,091 | 19,564,472 | 5,904,733 | | 13,659,739 |
| AUXILIARY | 3 | 6,777,451 | 6,908,100 | 4,938,584 | | 1,969,516 |
| AGENCY | 4 | 808,903 | 808,545 | 758,794 | | 49,751 |
| SCHOLARSHIP | 5 | 4,729,647 | 4,918,667 | 4,343,714 | | 574,953 |
| LOAN | 6 | 76,872 | 76,872 | 79,027 | | (2,155) |
| PLANT | 7 | 6,531,213 | 7,724,328 | 2,288,772 | | 5,435,556 |
| | | ----- | ----- | ----- | ----- | ----- |
| | | \$72,905,237 | \$74,582,884 | \$41,208,353 | \$0 | \$33,374,531 |
| | | ===== | ===== | ===== | ===== | ===== |
| EXPENDITURES: | | | | | | |
| GEN FUND CURRENT | 1 | \$34,377,582 | \$34,400,676 | \$22,929,128 | \$8,083,596 | \$3,387,952 |
| RESTRICTED CURRENT | 2 | 19,148,355 | 19,694,901 | 5,904,733 | 742,709 | 13,047,459 |
| AUXILIARY | 3 | 6,942,539 | 7,142,252 | 5,307,464 | 693,514 | 1,141,274 |
| AGENCY | 4 | 786,049 | 804,635 | 590,603 | 55,586 | 158,446 |
| SCHOLARSHIP | 5 | 4,729,647 | 4,918,667 | 3,514,205 | 0 | 1,404,462 |
| LOAN | 6 | 37,000 | 37,000 | 15,420 | 0 | 21,580 |
| PLANT | 7 | 7,569,849 | 8,995,891 | 4,362,128 | 618,060 | 4,015,703 |
| | | ----- | ----- | ----- | ----- | ----- |
| | | \$73,591,021 | \$75,994,022 | \$42,623,681 | \$10,193,465 | \$23,176,876 |
| | | ===== | ===== | ===== | ===== | ===== |

DMACC BUDGET STATUS FEBRUARY 28, 1994 (FUNDS 1 & 2)



DMACC BUDGET STATUS FEBRUARY 28, 1994 (FUNDS 3, 4, 5, 6, & 7)



DMACC REVENUES AND EXPENDITURES YEAR-TO-DATE THROUGH FEBRUARY 28, 1994

