

Des Moines Area Community College

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Board of Directors Meeting Minutes

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9-17-1985

### Board of Directors Meeting Minutes (September 17, 1985)

DMACC

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~~June 21, 1985~~

June 21, 1985

to

September 17, 1985



Sept. 17, 1985  
Regular Meet.

DES MOINES AREA COMMUNITY COLLEGE

Regular Board Meeting  
September 17, 1985  
Building 1 - Room 30 - Ankeny Campus

A G E N D A

1. Call to Order - 5:00 p.m.
2. Roll Call.
3. Consideration of Tentative Agenda.
4. Public Comments.
5. Presentation - International Trade - Ed Lowe.
6. Consideration of Minutes of the August 27, 1985, Regular Board Meeting.
7. Consideration of General Advisory Committee Members.
8. Appointment of IASB Legislative Network Representative.
9. Consideration of listing price for student constructed house, Ankeny.
10. Consideration of proposed contract between Crose-Gardner Associates and DMACC, Phase IV Lake Development Project.
11. Consideration of proposed contract between Bussard/Dikis Associates and DMACC, Phase IV Project.
12. Consideration of Resolution adopting Proposed Plans and Specifications and Form of Contract and setting date for Public Hearing for Partial Re-roofing Building #7, Ankeny Campus.
13. Consideration of Resolution fixing date for Receipt of Bids for Partial Re-roofing Building #7, Ankeny Campus.
14. Consideration of Resolution adopting Proposed Plans and Specifications and Form of Contract and setting date for Public Hearing for Partial Re-roofing Building #14, Ankeny Campus.
15. Consideration of Resolution fixing date for Receipt of Bids for Partial Re-roofing Building #14, Ankeny Campus.
16. Consideration of Resolution adopting Proposed Plans and Specifications and Form of Contract and setting date for Public Hearing for Re-roofing Auditorium, Boone Campus.
17. Consideration of Resolution fixing date for Receipt of Bids for Re-roofing Auditorium, Boone Campus.

18. Consideration of Human Resources Report.
19. Consideration of Payables
20. Consideration of Financial Report.
21. Closed Session - Collective Bargaining.
22. Closed Session - Evaluation of President.
23. Superintendent's Report.
24. Board Members' Reports.
25. Future Agenda Items:
  - A. Board Policy Review - Section 6000 - Business Services
26. Information Items:
  - A. September 17 - FOUNDATION STEAK FRY - 5:00-8:00 p.m.
  - B. September 26 - Gourmet Dinner
  - C. October 2-6 - ACCT Convention - Denver
  - D. October 14 - ORGANIZATIONAL & REGULAR BOARD MEETING - Boone  
- Rotary Steak Fry, Boone
27. Adjournment.

DES MOINES AREA COMMUNITY COLLEGE

Regular Board Meeting  
September 17, 1985  
Building 1 - Room 30 - Ankeny Campus

REGULAR MEETING

17 SEPTEMBER 1985

The regular meeting of the Des Moines Area Community College Board of Directors was held in Building 1, Room 30, of the Ankeny Campus, on September 17, 1985. The meeting was called to order by Board President Jasper Risdal at 5:00 p.m.

ROLL CALL

Members Present:

DeVere Bendixen  
Lloyd Courter  
Eldon Leonard  
Ted Nemmers  
Jasper Risdal  
Herb Ritland  
Don Rowen\*  
Doug Shull

Members Absent:

Susan Clouser

Others Present:

Joseph A. Borgen, President  
Helen M. Minor, Board Secretary  
Don Zuck, Board Treasurer  
Other interested DMACC staff and area residents

APPROVAL OF  
TENTATIVE AGENDA

It was moved by E. Leonard, seconded by T. Nemmers, that the tentative agenda be approved as presented.

Motion passed unanimously.

INTRODUCTIONS

Lieutenant Governor Robert Anderson, State of Iowa, was introduced and welcomed to DMACC Campus by Board President J. Risdal and Dr. Borgen.

Dr. Jerry Moskus, Executive Vice President of Educational Services, was introduced and welcomed to DMACC by Dr. Borgen.

\*DIRECTOR ROWEN ARRIVES

PRESENTATION -  
INTERNATIONAL TRADE

Ed Lowe, Director of International Trades Studies, gave a presentation of the International Trades Studies Program at DMACC, the importance of international trade and economic development, and the part DMACC is playing in this effort.

APPROVAL OF  
MINUTES

E. Leonard moved that the minutes of the August 27, 1985, regular Board meeting be approved with the correction of a second to a motion on page five of the minutes; second by D. Rowen.

Motion passed unanimously.

APPROVAL OF GENERAL  
ADVISORY COMMITTEE  
MEMBERS - DIRECTOR  
DISTRICT III

A motion was made by D. Rowen, seconded by L. Courter, that the Board approve the appointments of Sherry Hill, Perry, Iowa, and Mary Baumover, Carroll, Iowa, to the General Advisory Committee for Director District III, terms to run September 1, 1985 through August 30, 1987, and September 1, 1985 through August 30, 1988, respectively.

Motion passed unanimously.

IASB LEGISLATIVE  
NETWORK APPOINTMENT

It was moved by E. Leonard, seconded by T. Nemmers, that S. Clouser be appointed to serve as the IASB Legislative Network representative for a period of two years, 1985-1987.

Motion passed unanimously.

APPROVAL OF LISTING  
PRICE/STUDENT CON-  
STRUCTED HOUSE,  
ANKENY

There was a motion by L. Courter, seconded by H. Ritland, that the student constructed house located at 826 S.E. 10th Street, Ankeny, be listed for sale at a listing price of \$88,000; that figure to include a \$2,400 carpeting allowance.

Motion passed unanimously.

APPROVAL OF CONTRACT  
CROSE-GARDNER  
ASSOCIATES

E. Leonard made a motion which was seconded by D. Rowen for the Board to approve the contract between Crose-Gardner Associates, Des Moines, and DMACC. The contract covers services required for the Lake Development project. A copy of said contract is on file in the office of Don Zuck, Manager, Business Services.

Motion passed unanimously on a roll call vote.

APPROVAL OF CONTRACT  
BUSSARD/DIKIS  
ASSOCIATES

D. Rowen made a motion which was seconded by T. Nemmers for the Board to approve the contract between Bussard/Dikis Associates, Des Moines, and DMACC. The contract covers services required for the project involving the High Technology building, the Lake Development, and the Incubator facility. Copy of said contract is on file in the office of Don Zuck, Manager, Business Services.

Motion passed unanimously on a roll call vote.

APPROVAL OF PLANS &  
SPECIFICATIONS &  
FORM OF CONTRACT-  
RE-ROOF BLDG. #7

T. Nemmers made a motion which was seconded by D. Bendixen, for the Board to approve the resolution included as Attachment #1 to these minutes, which adopts the proposed plans and specifications and form of contract for the Partial Re-roofing of Building #7, and that October 14, 1985, 5:30 p.m., Boone, Iowa, be established as the date and place for the public hearing on said project.

Motion passed unanimously on a roll call vote.

APPROVAL OF DATE  
FOR BID RECEIPT-  
BUILDING #7  
RE-ROOFING

A motion for the Board of Directors to approve the resolution included as Attachment #2 to these minutes which establishes October 25, 1985, 2:00 p.m., DST, as the date for receipt of bids for the partial re-roofing of Building #7, Ankeny Campus was made by L. Courter, seconded by H. Ritland.

Motion passed unanimously.

APPROVAL OF PLANS &  
SPECIFICATIONS &  
FORM OF CONTRACT/  
BLDG. #14 RE-  
ROOFING

D. Shull made a motion which was seconded by D. Bendixen, for the Board to approve the resolution included as Attachment #3 to these minutes, which adopts the proposed plans and specifications and form of contract for the Partial Re-roofing of Building #14, Ankeny Campus, and that October 14, 1985, 5:30 p.m., Boone, Iowa, be established as the date and place for the public hearing on said project.

Motion passed unanimously on a roll call vote.

APPROVAL OF DATE  
FOR BID RECEIPT-  
BUILDING #14  
RE-ROOFING

A motion for the Board of Directors to approve the resolution included as Attachment #4 to these minutes which establishes October 25, 1985, 2:00 p.m., DST, as the date for receipt of bids for the Partial Re-roofing of Building #14, Ankeny Campus, was made by D. Bendixen, seconded by T. Nemmers.

Motion passed unanimously.

APPROVAL OF PLANS &  
SPECIFICATIONS &  
FORM OF CONTRACT/  
RE-ROOFING BOONE  
AUDITORIUM

T. Nemmers made a motion which was seconded by D. Bendixen, for the Board to approve the resolution included as Attachment #5 to these minutes, which adopts the proposed plans and specifications and form of contract for the Re-roofing of the Auditorium, Boone Campus, and that October 14, 1985, 5:30 p.m., Boone, Iowa, be established as the date and place for the public hearing on said project.

Motion passed unanimously on a roll call vote.

APPROVAL OF DATE FOR BID RECEIPT-RE-ROOFING AUDITORIUM, BOONE CAMPUS

A motion for the Board of Directors to approve the resolution included as Attachment #6 to these minutes which establishes October 25, 1985, 2:00 p.m., DST, as the date for receipt of bids for the Re-roofing of the Auditorium, Boone Campus, was made by H. Ritland, seconded by E. Leonard.

Motion passed unanimously.

APPROVAL OF HUMAN RESOURCES REPORT

E. Leonard made a motion which was seconded by D. Rowen, for the approval of the following personnel items:

Contract Changes

Dixon, Michael, Coordinator-College Publications, Development Services. From Grade 13 to Grade 14. Annual Salary \$32,093. Twelve-month contract. Effective July 1, 1985. Employment agreement with Professional staff.

Horsman, Tanya, Computer Operator, Data Services. To Senior Computer Operator, Grade 7. Twelve-month contract. Annual salary \$15,244. Effective September 9, 1985. Employment agreement with professional staff.

Nelson, Rebecca, Computer Operator, Data Services. To Senior Computer Operator, Grade 7. Twelve-month contract. Annual salary \$15,244. Effective September 9, 1985. Employment agreement with Professional staff.

Resignation

McGinty, Marilyn, Intramural Asst/Lab Asst., Student Records & Services. Effective August 23, 1985.

S.D.U. Lane Change

Doyle, Judith, Instructor-Nursing, Health Services & Sciences. From Lane 293, Level 13.0 to Lane 315, Level 13.0. Effective August 27, 1985.

New Personnel

Faridi, Firouz, Instructor-Math/Science, Carroll Campus. Annual Salary \$19,249. Nine-month contract. Effective August 27, 1985. Continuing contract with Certified Faculty-probationary.

Green, Mary Jane, Instructor-Office Occupations, Boone Campus. Annual salary \$22,900. Twelve-month contract. Effective August 27, 1985. Continuing contract with Certified Faculty-probationary.

Mueller, Kay, Instructor-Speech, Boone Campus. Annual salary \$15,384. Nine-month contract. Effective August 27, 1985. Continuing contract with Certified Faculty-probationary.

Peter, Delbert, Supervisor, Building & Grounds, Boone Campus. Annual salary \$14,115. Twelve-month contract. Effective September 16, 1985. Employment agreement with Professional Staff.



Polking, Clare, Instructor-Nursing, Boone Campus, Annual salary \$14,096. Nine-month contract. Effective August 27, 1985. Continuing contract with Certified Faculty-probationary.

Rhoads, Sandra, Lab Assistant-Child Care, Public & Human Services. Annual salary \$14,115. Nine-month contract. Effective August 27, 1985. Employment agreement with Professional staff.

Motion passed unanimously.

APPROVAL OF PAYABLES A motion for approval of the payables as presented in Attachment #7 to these minutes was made by E. Leonard, seconded by D. Rowen.

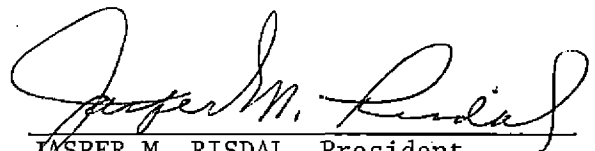
Motion passed unanimously.


PRESENTATION OF FINANCIAL REPORT Executive Vice President Gene Snyders presented the August 31, 1985, Financial Report, a copy of which is included as Attachment #8 to these minutes.

CLOSED SESSION No closed session was held.

ADJOURNMENT A motion for adjournment was made by E. Leonard, seconded by T. Nemmers.

Motion passed unanimously and at 5:40 p.m., Board President Risdal adjourned the meeting.

  
JASPER M. RISDAL, President

  
HELEN M. MINOR, Board Secretary

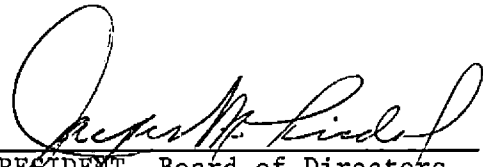
RESOLUTION ADOPTING PROPOSED PLANS AND SPECIFICATIONS  
AND FORM OF CONTRACT FOR PARTIAL RE-ROOFING BUILDING NO. 7

RESOLVED, that proposed plans, specifications, form of contract, and estimated costs, for the construction of Partial Re-roofing Building No. 7, are hereby adopted and placed on file in the office of the Secretary of the Board of Directors. Before any contract incorporating said plans and specifications can be issued, it is necessary to hold a public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DES MOINES AREA COMMUNITY COLLEGE that at a meeting of the Board to be held at 5:30 p.m., on the 14th day of October, 1985, Boone, Iowa, this Board will hold a Public Hearing 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.

BE IT FURTHER RESOLVED that the Secretary of the Board of Directors give notice of said public hearing as required by law.

PASSED AND APPROVED THIS 17TH DAY OF SEPTEMBER, 1985.

  
\_\_\_\_\_  
PRESIDENT, Board of Directors

ATTEST:

  
\_\_\_\_\_  
SECRETARY, Board of Directors

ATTACHMENT NO. \_\_\_\_\_

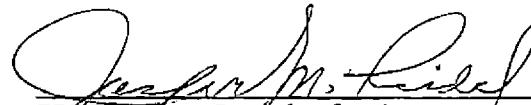
RESOLUTION NO. \_\_\_\_\_

RESOLUTION FIXING DATE FOR RECEIPT OF BIDS FOR  
PARTIAL RE-ROOFING BUILDING NO. 7

RESOLVED, that sealed proposals for the partial re-roofing of Building No. 7 will be received at Building No. 1, Room 30, Ankeny Campus, 2006 S. Ankeny Blvd., Ankeny, Iowa until 2:00 p.m., Daylight Savings Time, October 25, 1985, 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 give notice of said letting as required by law.

PASSED AND APPROVED THIS 17TH DAY OF SEPTEMBER, 1985.

  
\_\_\_\_\_  
PRESIDENT, Board of Directors

ATTEST:

  
\_\_\_\_\_  
Secretary, Board of Directors

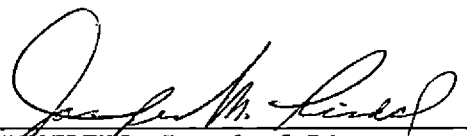
RESOLUTION ADOPTING PROPOSED PLANS AND SPECIFICATIONS  
AND FORM OF CONTRACT FOR PARTIAL RE-ROOFING BUILDING NO. 14  
ANKENY CAMPUS

RESOLVED, that proposed plans, specifications, form of contract and estimated costs, for the construction of Partial Re-roofing Building #14, Ankeny Campus, are hereby adopted and placed on file in the office of the Secretary of the Board of Directors. Before any contract incorporating said plans and specifications can be issued, it is necessary to hold a public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DES MOINES AREA COMMUNITY COLLEGE that at a meeting of the Board to be held at 5:30 p.m., on the 14th day of October, 1985, Boone, Iowa, this Board will hold a Public Hearing 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.

BE IT FURTHER RESOLVED that the Secretary of the Board of Directors give notice of said public hearing as required by law.

PASSED AND APPROVED THIS 17TH DAY OF SEPTEMBER, 1985.

  
PRESIDENT, Board of Directors

ATTEST:

  
SECRETARY, Board of Directors

ATTACHMENT NO. \_\_\_\_\_


RESOLUTION NO. \_\_\_\_\_

RESOLUTION FIXING DATE FOR RECEIPT OF BIDS FOR  
PARTIAL RE-ROOFING BUILDING NO. 14

RESOLVED, that sealed proposals for the partial re-roofing of Building No. 14 will be received at Building No. 1, Room 30, Ankeny Campus, 2006 S. Ankeny Blvd., Ankeny, Iowa until 2:00 p.m., Daylight Savings Time, October 25, 1985, 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 give notice of said letting as required by law.

PASSED AND APPROVED THIS 17TH DAY OF SEPTEMBER, 1985.

  
PRESIDENT, Board of Directors

ATTEST:

  
SECRETARY, Board of Directors

RESOLUTION ADOPTING PROPOSED PLANS AND SPECIFICATIONS  
AND FORM OF CONTRACT FOR RE-ROOFING AUDITORIUM - BOONE CAMPUS

RESOLVED, that proposed plans, specifications, form of contract, and estimated costs, for the construction of Re-roofing Auditorium, Boone Campus, are hereby adopted and placed on file in the office of the Secretary of the Board of Directors. Before any contract incorporating said plans and specifications can be issued, it is necessary to hold a public hearing thereon.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DES MOINES AREA COMMUNITY COLLEGE that at a meeting of the Board to be held at 5:30 p.m., on the 14th day of October, 1985, Boone, Iowa, this Board will hold a Public Hearing 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.

BE IT FURTHER RESOLVED that the Secretary of the Board of Directors give notice of said public hearing as required by law.

PASSED AND APPROVED THIS 17th DAY OF SEPTEMBER, 1985.

  
\_\_\_\_\_  
PRESIDENT, Board of Directors

ATTEST:

  
\_\_\_\_\_  
SECRETARY, Board of Directors

ATTACHMENT NO. \_\_\_\_\_

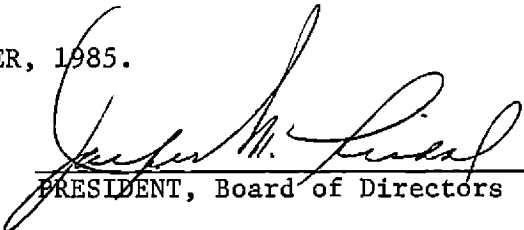
RESOLUTION NO. \_\_\_\_\_

RESOLUTION FIXING DATE FOR RECEIPT OF BIDS FOR  
RE-ROOFING AUDITORIUM - BOONE CAMPUS

RESOLVED, that sealed proposals for the re-roofing auditorium of the Boone Campus will be received at Building No. 1, Room 30, Ankeny Campus, 2006 S. Ankeny Blvd., Ankeny, Iowa, until 2:00 p.m., Daylight Savings Time, October 25, 1985, 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 give notice of said letting as required by law.

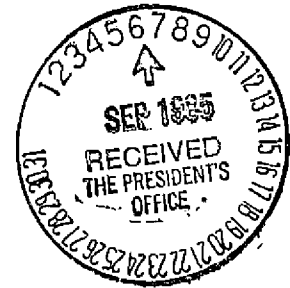
PASSED AND APPROVED THIS 17TH DAY OF SEPTEMBER, 1985.

  
\_\_\_\_\_  
PRESIDENT, Board of Directors

ATTEST:

  
\_\_\_\_\_  
SECRETARY, Board of Directors

# MEMORANDUM



September 6, 1985

TO: Board Secretary

FROM: Irv Steinberg *ISW AS*

RE: Financial Report for September 1985 Board Meeting

Having received our FY85 4th quarter State General Aid monies during August, in addition to taking in approximately one million dollars in tuition and fees, we were able to cover expenditures for the month without the use of borrowed funds and thereby leave our \$4.8 million of anticipatory warrant borrowed funds fully invested during the month.

We do not anticipate receiving our 1st quarter FY86 State General Aid or 4th quarter FY85 Vocational Aid until late October, so that we will likely be utilizing borrowed funds in the interim.

Proceeds from our negotiated 10 year Plant Fund Loan, for a net total of \$5,833,261, were received in August and initially invested at varying interest rates between 7.75% and 9.3% (\$940,450 at Bankers Trust and balance with American Federal Savings and Loan).

A total of \$504,500 was also received from First National Bank, Ames, for the sale of Certificate Anticipation Notes for HF623 projects to include Mid Central Plastics, 3M Company and B.W. Johnson. These funds are invested in a money market savings account currently earning 7½% interest. The maturity date of these notes is June 30, 1986.

Interest rates on short term investments of up to 60 days have varied between banks, with 7½% being the highest rate obtained over the past several weeks. It appears that these rates are on a slightly increased trend.



DES MOINES AREA COMMUNITY COLLEGE  
CASH POSITION REPORT

AUGUST 31, 1985

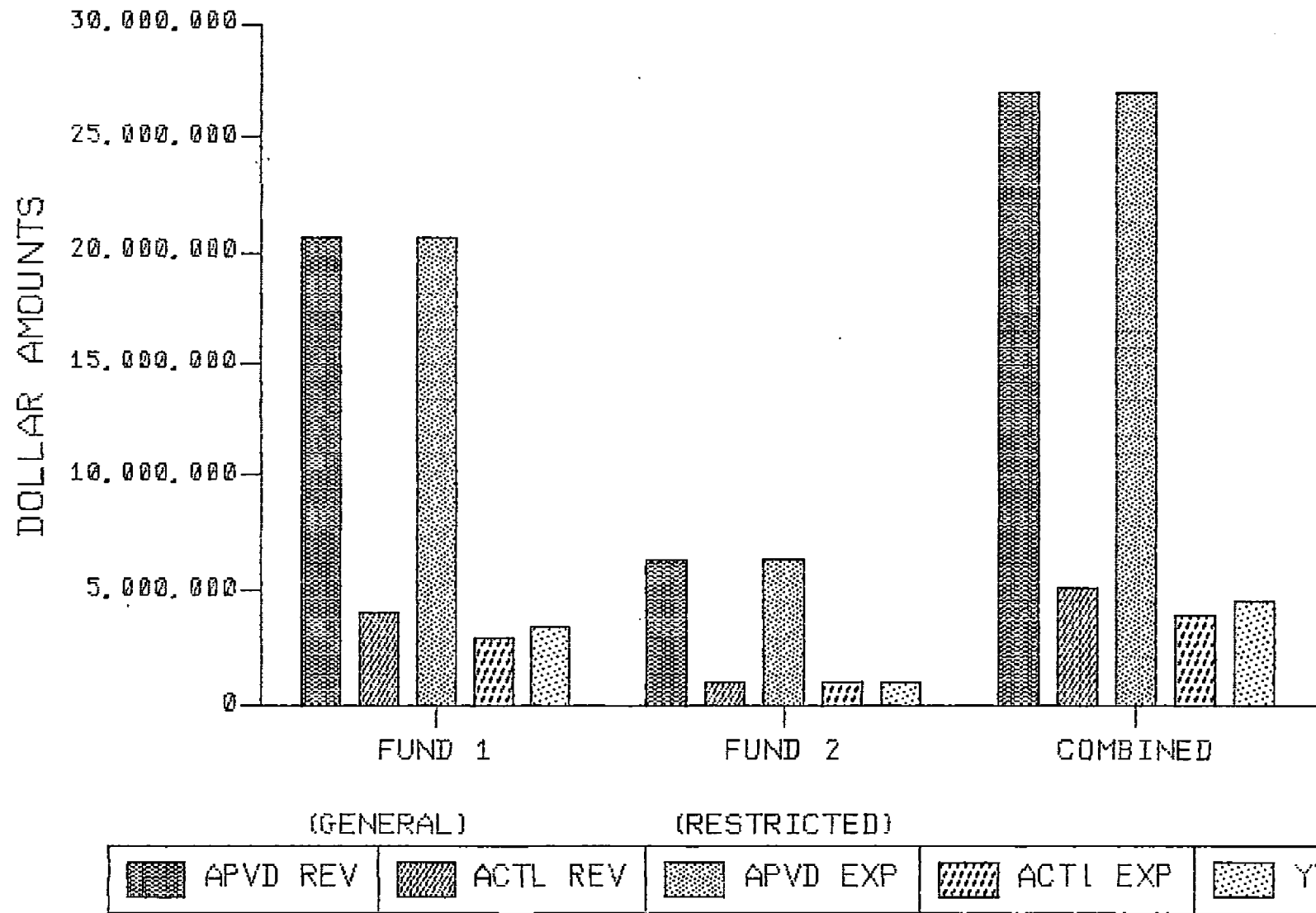
	COMBINED FUNDS	PLANT FUND	VOTED TAX SF	DMACC TRUST	HF 623 JOB TNG
<u>CASH IN BANK:</u>					
Balance Fwd Aug 1, '85	\$13,984	\$3,162		\$27,641	
PLUS: Aug Receipts	3,998,960	162,583		115,417	
LESS: Aug Disbursements	4,071,572	163,154		102,676	
Cash Balance 8-31-85	(\$58,628)	\$2,591		\$40,382	
<u>INVESTMENTS:</u>					
Savings Accounts:					
Ankeny State Bank	\$3,401			\$65,895	\$57,307
Bankers Trust	7,711	301,032	76,095		
First Natl Bank/Ames	874				504,500
Hawkeye Fed Sav/Boone	5,002				
Certificates of Deposit:					
HF623 at Bankers Tr					800,000
Gen Fd at First Natl	5,479,525				
Early Retirement ASB	64,095				
Loan Fd at ASB	22,000				
Alumni at ASB	17,050				
DMACC Trust at ASB				100,000	
Boone Athl at HFS	5,400				
Arch Drfg Clb at ASB	1,000				
Unexp Plant at Bankers Tr		940,450			
Unexp Plt at Amer Fed S&S		5,000,000			
Unexp Plt at First Natl		800,000			
Total Cash/Investments	\$5,547,430	\$7,044,073	\$76,095	\$206,277	\$1,361,807

FOOTNOTES:

- HF623 account balance includes the following:
  - 707,704 Greyhound
  - 35,011 Firestone
  - 18,143 Equitable
  - 105,687 Distinctive Pkg
  - 17,159 B.W. Johnson
  - 78,103 Mid Central Plastics
  - 400,000 3M

1,361,807 Total
- Unexpended Plant Fund investments include monies recd 8-12-85 for ten year Plant Fund Levy loan (\$6Million).
- Cash deficit balance shown above for Combined Funds offset by outstanding checks.

DMACC BUDGET STATUS AUGUST 31, 1985  
(FUNDS 1 & 2)



DMACC BUDGET STATUS AUGUST 31, 1985  
(FUNDS 3, 4, 5, 6, 7)

