Des Moines Area Community College

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Board of Directors Meeting Minutes

9-17-1985

Board of Directors Meeting Minutes (September 17, 1985)

DMACC

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June 21, 1985

to

September 17, 1985
1. Call to Order - 5:00 p.m.
2. Roll Call.
3. Consideration of Tentative Agenda.
4. Public Comments.
7. Consideration of General Advisory Committee Members.
8. Appointment of IASB Legislative Network Representative.
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.
15. Consideration of Resolution fixing date for Receipt of Bids for Partial Re-roofing Building #14, Ankeny Campus.
17. Consideration of Resolution fixing date for Receipt of Bids for Re-roofing Auditorium, Boone Campus.

19. Consideration of Payables


22. Closed Session - Evaluation of President.


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.
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 Clouver

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 CONSTRUCTED 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.
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.

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.

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.

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.

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

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

Contract Changes


Resignation


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


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.

[Signature]
PRESIDENT, Board of Directors

ATTEST:

[Signature]
SECRETARY, Board of Directors
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.

[Signature]
President, Board of Directors

ATTEST:

[Signature]
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.

ATTEST:

SECRETARY, Board of Directors

PRESIDENT, Board of Directors
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.

ATTEST:

PRESIDENT, Board of Directors

SECRETARY, Board of Directors
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
September 6, 1985

TO: Board Secretary
FROM: Irv Steinberg

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.
## CASH POSITION REPORT

### AUGUST 31, 1985

#### CASH IN BANK:

<table>
<thead>
<tr>
<th>COMBINED FUNDS</th>
<th>PLANT FUND</th>
<th>VOTED TAX SF</th>
<th>DMACC TRUST</th>
<th>HF 623 JOB TNG</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance Fwd Aug 1, '85</td>
<td>$13,984</td>
<td>$3,162</td>
<td>$27,641</td>
<td></td>
</tr>
<tr>
<td>PLUS: Aug Receipts</td>
<td>3,998,960</td>
<td>162,583</td>
<td>115,417</td>
<td></td>
</tr>
<tr>
<td>LESS: Aug Disbursements</td>
<td>4,071,572</td>
<td>163,154</td>
<td>102,676</td>
<td></td>
</tr>
<tr>
<td>Cash Balance 8-31-85</td>
<td>($58,628)</td>
<td>$2,591</td>
<td>$40,382</td>
<td></td>
</tr>
</tbody>
</table>

#### INVESTMENTS:

- **Savings Accounts:**
  - Ankeny State Bank: $3,401
  - Bankers Trust: 7,711
  - First Natl Bank/Ames: 874
  - Hawkeye Fed Sav/Boone: 5,002

- **Certificates of Deposit:**
  - HF623 at Bankers Tr: 800,000
  - Gen Rd at First Natl: 5,479,525
  - Early Retirement ASB: 64,095
  - Loan Rd 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:

1. 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

2. Unexpended Plant Fund investments include monies recd 8-12-85 for ten year Plant Fund Levy loan ($6M million).

3. Cash deficit balance shown above for Combined Funds offset by outstanding checks.
DMACC BUDGET STATUS AUGUST 31, 1985
(FUNDS 1 & 2)

DOLLAR AMOUNTS

FUND 1

FUND 2

COMBINED

(GENERAL)

(RESTRICTED)

APVD REV
ACTL REV
APVD EXP
ACTL EXP
YTD BUDG