

Des Moines Area Community College

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Board of Directors Meeting Minutes

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10-12-1981

### **Board of Directors Meeting Minutes (October 12, 1981)**

DMACC

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Des Moines Area Community College  
2006 South Ankeny Boulevard  
Ankeny, Iowa 50021

REGULAR MEETING

OCTOBER 12, 1981 The regular meeting of the Des Moines Area Community College Board of Directors was held at the Boone Campus, 1125 Hancock Drive, Boone, Iowa. The meeting was called to order by Board President Eldon Leonard at 7:00 p.m.

ROLL CALL

Members Present:

DeVere Bendixen  
Georganne Garst  
Eldon Leonard  
Jasper Risdal  
Herbert Ritland  
Don Rowen

Walter A. Stover, Jr.  
(Arrived 7:05)  
Theodore Nemmers  
(Arrived 7:08)  
Ray Clark  
(Arrived 7:09)

Others Present:

Joseph A. Borgen, President  
Eugene Snyders, Board Secretary  
Various other DMACC staff and interested residents

APPROVAL OF  
TENTATIVE  
AGENDA

It was moved by J. Risdal, seconded by D. Rowen, that the tentative agenda be approved.

The motion was passed unanimously.

DIRECTORS STOVER,  
NEMMERS AND CLARK  
ARRIVE

Directors Walter A. Stover, Jr., Theodore Nemmers and Ray Clark arrived.

PUBLIC COMMENTS

Lloyd Courter, Chairperson of the Boone Foundation Board addressed the Board, welcoming them to the Boone Campus and expressing the views of the Boone Campus staff and the community itself as it relates to the Des Moines Area Community College.

APPROVAL OF  
MINUTES

It was moved by W. Stover, seconded by H. Ritland, that the minutes of the regular meeting of September 14, 1981, and the organizational meeting of October 5, 1981, be approved.

The motion was passed unanimously.

BOARD MEETING  
SCHEDULE

It was moved by W. Stover, seconded by D. Rowen, that the Board meeting schedule for 1981-'82 based on meetings scheduled around the third Monday of the month as presented be approved. (Attachment #1)

The motion was passed on a roll call vote with votes recorded as follows:

AYES:

- |             |            |
|-------------|------------|
| D. Bendixen | J. Risdal  |
| R. Clark    | H. Ritland |
| G. Garst    | D. Rowen   |
| E. Leonard  | W. Stover  |

NAYS:

- T. Nemmers

APPOINTMENT OF ADVISORY COMMITTEE MEMBERS

It was moved by R. Clark, seconded by D. Rowen, that Advisory Committee members for vocational and career option programs be appointed as shown on listing attached (Attachment #2) hereto, and which is made a part of these minutes, commencing with fall quarter, 1981.

Motion passed unanimously.

APPOINTMENT OF REPRESENTATIVE AND ALTERNATE TO IOWA COUNCIL OF AREA SCHOOL BOARDS

It was moved by H. Ritland, seconded by T. Nemmers, that Don Rowen be appointed representative to the Iowa Council of Area School Boards for 1981-'82 school year.

Motion passed unanimously.

It was moved by R. Clark, seconded by D. Rowen, that Herbert Ritland be appointed alternate for 1981-'82 school year.

Motion passed unanimously.

PLANS APPROVED STUDENT CONSTRUCTED HOUSE #19, 529 N.E. FIFTH STREET, ANKENY, IOWA

It was moved by D. Rowen, seconded by R. Clark, that the plans and specifications for student constructed house #19, to be constructed at 529 N.E. Fifth Street, Ankeny, be approved.

Motion passed unanimously.

SALE OF STUDENT CONSTRUCTED HOUSE LOCATED AT 1929 JOAN AVENUE, CARROLL, IOWA

It was moved by G. Garst, seconded by T. Nemmers, that the student constructed house located at 1929 Joan Avenue, Carroll, Iowa, be sold to Telford M. and Lois Anson for \$67,000.00, subject to the sale of their home at 1417 N. Adams Street, Carroll, Iowa, on or before November 7, 1981.

The motion passed unanimously.

AUTHORIZE APPROVAL OF PAYABLES AND RELEASE PAYMENT PRIOR TO BOARD MEETING

It was moved by R. Clark, seconded by H. Ritland, that one or more Board members be authorized to approve Accounts Payable prior to Board meetings and to authorize the release of payment to vendors, with said approval to be certified to the Board at the next Regular Board meeting when official Board approval action will be taken.

Motion passed unanimously.

ACCEPT PARKING  
LOT "D" CURB  
WORK AND  
MISCELLANEOUS  
PAVING

It was moved by W. Stover, seconded by G. Garst, that the paving for parking lot "D," curb work and miscellaneous paving be accepted and that the final payment of \$4,913.00 be made 31 days following acceptance.

Motion passed unanimously.

APPROVE CHARGE  
OFF TO BAD DEBT  
ACCOUNT

It was moved by T. Nemmers, seconded by H. Ritland, that approval be given to charging off to the Bad Debt Account \$7,028.20 charges representing Winter Quarter 1980-'81 registration tuition and fees. (Attachment #3)

Motion passed unanimously.

## PERSONNEL

It was moved by W. Stover, seconded by D. Rowen, that the Personnel Report be approved for all items listed, to include Contract Changes, SDU Lane Changes, Extension of Contracts, Resignations and New Personnel. A copy of this report is attached. (Attachment #4)

Motion passed unanimously.

MONTHLY  
FINANCIAL  
REPORT

The monthly Financial Report was presented by Irv Steinberg, Controller. A copy of the report is attached (Attachment #5) hereto and made a part of these minutes.

## PAYABLES


It was moved by D. Bendixen, seconded by D. Rowen, that the payables be approved as submitted.

The motion was passed unanimously.

## ADJOURNMENT

It was moved by D. Rowen, seconded by W. Stover, that the meeting be adjourned.

The motion was passed unanimously and the meeting was adjourned at 8:12 p.m.

  
ELDON LEONARD, President

  
EUGENE R. SNYDERS, Secretary

Proposed Board Meeting Schedule for 1981-82

DATE	LOCATION	PROGRAM
November 9, 1981	Ankeny	Regular Meeting
December 14, 1981	Urban	Regular Meeting
January 18, 1982	Ankeny	Regular Meeting
February 15, 1982	Ankeny	Regular Meeting and Preliminary Budget Presentation
March 8, 1982	Ankeny	Public Hearing on Budget & Regular Meeting
April 19, 1982	Ankeny	Regular Meeting
May 17, 1982	Ankeny	Regular Meeting
June 21, 1982	Ankeny	Regular Meeting
July 19, 1982	Ankeny	Regular Meeting
August 16, 1982	Carroll	Regular Meeting
September 20, 1982	Ankeny	Regular Meeting
October 4, 1982	Ankeny	Organizational Mtg.
October 18, 1982	Boone	Regular Meeting

As required by House File 233, one joint meeting will be held annually with Heartland Area Education Agency. This date will be determined at a later time.

Meetings will begin at 5:30 p.m. unless otherwise specified.

(This schedule has Board meeting the 3rd Monday of the month.)

October 12, 1981  
Attachment #2

DES MOINES AREA COMMUNITY COLLEGE  
ARTS & SCIENCES DIVISION  
Criminal Justice Advisory Committee  
FALL 1981

Ms. Beth Galetich  
1512 NW 9th  
Ankeny, IA 50021  
Phone: 964-5225  
Term: 1-Year

Mr. Gary Ventling  
Chief Probation Officer  
Polk County Juvenile Court  
West 3rd & Court Avenue  
Des Moines, IA 50309  
Phone: 284-6270  
Term: 2-Year

Sheriff Bob Rice  
Polk County Sheriff's Dept.  
615 Cherry Street  
Des Moines, IA 50309  
Phone: 284-6280  
Term: 1-Year

Mr. Ben Yarrington  
Assistant Director  
Iowa Law Enforcement Academy  
Johnston, IA 50131  
Phone: 278-9357  
Term: 2-Year

Mrs. Trish Harlow  
Director  
Central Iowa Area Crime Comm.  
112 - 11th Street  
Des Moines, IA 50309  
Phone: 283-1521  
Term: 1-Year

Mr. Thomas Hopewell  
Assistant Director  
Bureau of Criminal Investigation  
Lucas State Office Bldg.  
Des Moines, IA 50309  
Phone: 281-5138  
Term: 2-Year

Mr. Jim Wacker  
Director  
YMCA Boys Home  
Box 39  
Johnston, IA 50131  
Phone: 276-3473  
Term: 1-Year

Mr. Timothy Briggs  
4830 Lakewood Drive  
Norwalk, IA 50211  
Phone:  
Term: 2-Year

Mr. Jeff Hanover  
Clinical Psychologist  
Girls State Training School  
Box 181  
Mitchellville, IA 50169  
Phone: 967-4236  
Term: 2-Year

Chief Dennis Ballard  
Ankeny Police Dept.  
Ankeny, IA 50021  
Phone: 964-4550  
Term: 3-Year

Colonel Edward Dickinson  
Director  
Iowa Highway Patrol  
Lucas State Office Bldg.  
Des Moines, IA 50309  
Phone: 281-5824  
Term: 3-Year

Sheriff John Stark  
Story County Sheriff's Office  
Nevada, IA 50201  
Phone: 382-6566  
Term: 3-Year

Captain Albert Knight  
Des Moines Police Department  
East First & Court Ave.  
Des Moines, IA 50309  
Phone: 283-4853  
Term: 3-Year

Ms. Lori K. Nelson  
211 - 3rd Street  
Slater, IA 50244  
Phone:  
Term: 3-Year

Ms. Sharon L. Jacobson  
2017 NW Hickory, #7  
Ankeny, IA 50021  
Phone:  
Term: 3-Year

DES MOINES AREA COMM. COLLEGE  
UNPAID BALANCE RECPPT

NAME	SUC.	SEC.	NO.	PREV TERM	CURR TERM	TOTAL	FIN AID
ADAMS, PAUL	513	66	0387	0.00	2.00	2.00	
AHN, LISA J	482	80	0355	0.00	25.00	25.00	
AL-KHRAISAT, HASEHM S	482	96	5223	0.00	2.00	2.00	YES
ANDERSON, KIMBERLI	480	78	4675	0.00	19.60	19.60	
ANDERSON, RUTH G	428	88	9193	0.00	50.40	50.40	
ANGELL, LORIE I	485	88	9065	0.00	3.00	3.00	
AYERS, MARTIN DEAN	484	80	2695	0.00	189.50	189.50	YES
BALTZLEY, MARK CARRUL	480	86	6661	0.00	25.00	25.00	
BARCLAY, JOHN	483	70	7344	0.00	85.00	85.00	
BARTON, RODNEY ALAN	484	58	9256	0.00	189.50	189.50	YES
BECK, DIANE SUE	479	82	0375	0.00	31.00	31.00	
BEESTON, BEVERLY J	478	60	2947	0.00	43.60	43.60	
BELL, SUSAN G	483	84	3038	0.00	66.50	66.50	
BILLOW, JIM D	479	82	6798	0.00	33.00	33.00	
BLACK, ROBERT CHARLES	481	64	5190	0.00	72.00	72.00	
BUGER, GLADYS M.	480	44	1821	0.00	66.50	66.50	
BUGUE, VICKI LYNN	480	92	2198	0.00	157.90	157.90	YES
BOLDEN, CARL	482	82	2721	0.00	209.50	209.50	
BRADLEY, MARY F	478	44	7145	0.00	33.00	33.00	
BRADLEY, MARTHA H	480	28	9281	0.00	32.00	32.00	
BROWN, TAMELA DAWN	481	92	6859	0.00	59.50	59.50	YES
BROWN, VICTORIA JEAN	481	70	2516	0.00	25.00	25.00	
CADLE, CAROL S	340	34	3294	0.00	15.00	15.00	YES
CAMPFIELD, JUDY K.	492	52	1764	0.00	15.00	15.00	
CHEATON, DINO D	481	86	6808	0.00	2.00	2.00	YES
CHRISTENSEN, TOD AUGU	485	80	8109	0.00	74.90	74.90	
CHURCH, ANNA MARIA	485	82	8166	0.00	2.00	2.00	YES
CLARK, BARU L	485	84	1574	0.00	4.00	4.00	YES
COFFMAN, MARJORIE H	480	36	6546	0.00	2.00	2.00	
COCKLIN, SUZETTE KAY	480	88	9784	0.00	31.00	31.00	
COOPER, DENISE A	484	78	9374	0.00	82.40	82.40	YES
COVERDELL, DODIE LYNN	485	76	9732	0.00	64.60	64.60	
CURTIS, PHILLIP DEAN	481	78	2033	0.00	2.00	2.00	
DAVIS, CHRISTOPHER AL	479	86	3021	0.00	2.00	2.00	YES
DAWSON, RONALD L	480	66	9284	0.00	37.00	37.00	
DAGEPLIND, CHARLES F	478	60	8332	0.00	33.00	33.00	
FERNANDEZ, NORALIA J	777	00	0493	0.00	6.00	6.00	
FINCH, BRYAN	479	90	3966	0.00	66.50	66.50	
FORSCHLER, MICHAEL D	480	84	8185	0.00	53.50	53.50	
FREEMER, RANDY	485	78	2030	0.00	39.00	39.00	
FRENCH, PAMELA	401	86	2229	0.00	19.50	19.50	
FREUND, JAMES D	486	56	3596	0.00	12.00	12.00	
FRIESNER, KATHRYN S.	479	76	6583	0.00	33.00	33.00	
GUNTERMAN, CECIL E	514	44	1963	0.00	186.50	186.50	YES
HALSTED, JOHN	485	56	0156	0.00	20.00	20.00	
HANNAGAN, EDDIE MARK	478	78	2378	0.00	2.00	2.00	YES
HARVEY, BARBARA	481	76	4918	0.00	33.00	33.00	
HARVEY, L DEANA	485	88	0170	0.00	104.40	104.40	
HERRERA, MICHAEL A	484	74	3137	0.00	119.50	119.50	
HESS, VIRGINIA LEE	482	92	4631	0.00	40.50	40.50	
HILL, EDWARD ALBERT	485	80	9745	0.00	5.00	5.00	
HIXENBAUGH, RICHARD S	479	62	3914	0.00	189.50	189.50	
HOYT, MONA S	000	00	1626	0.00	4.50	4.50	
JACOBSEN, NANCY	408	08	5620	0.00	56.80	56.80	
JAMES, ROBERT	484	74	0765	0.00	20.00	20.00	
JESS, PAMELA	481	60	4331	0.00	2.00	2.00	



DES MOINES AREA COMM. COLLEGE  
UNPAID BALANCE REPORT

NAME	SOC. SEC. NO.	PREV TERM	CURR TERM	TOTAL	FIN AID
JONES, DANNY WAYNE	485-58-5032	0.00	2.00	2.00	
JONES, RALPH SYLVESTE	577-28-7502	0.00	23.10	23.10	
JCYNER, JAMES C	245-84-8080	0.00	30.30	30.30	
KELLY, ANN M	355-42-6286	0.00	12.00	12.00	
KINNEY CINDY K	478-88-1012	0.00	31.00	31.00	
KLISARES, KEVIN L	481-84-8863	0.00	4.00	4.00	
KUESIS, ANN V	480-90-8407	0.00	1.00	1.00	
KRAHLER, DENPA	483-70-0965	0.00	4.50	4.50	
LAIN, STEVE EDWARD	385-64-6660	0.00	20.50	20.50	
LAYLENCE, THERESA L	280-62-8439	0.00	31.00	31.00	
LINDAHAN, TEPESA J.	485-72-4848	0.00	36.00	36.00	
LOMEN, WANDA L	482-88-6740	0.00	31.00	31.00	
LOYNACHAN, JACK	481-68-6926	0.00	38.00	38.00	
MAGNUSON, JIM D	484-48-2311	0.00	189.50	189.50	YES
MALLAS, MICHAEL WARRE	480-98-8640	0.00	6.00	6.00	
MARSH, THOMAS WILLIAM	480-78-3647	0.00	224.50	224.50	
MARSHALL, DEBRA LYNN	480-78-2417	0.00	172.00	172.00	
MARTIN, THERMAN L	482-24-5457	0.00	9.00	9.00	
MCCLELLAND, DONALD DE	481-76-2485	0.00	33.00	33.00	
MCCANELL, MONTE G	481-76-4420	0.00	33.00	33.00	
MCNEAL, KEVIN A	482-90-0557	0.00	50.40	50.40	
MILLER, MICHAEL P	100-40-2842	0.00	40.00	40.00	
MOORE, DAVID F.	500-54-4371	0.00	34.00	34.00	
MOGGMAN, KATHLEEN GAY	481-76-3631	0.00	2.00	2.00	YES
MORRIS F JOHNSON	140-44-5812	0.00	64.40	64.40	
MORTON, PAUL B	498-52-0057	0.00	100.60	100.60	
O'BRIEN, MICHAEL R	478-68-8212	0.00	2.00	2.00	YES
PATTON, DEBRA L	485-80-0244	0.00	31.00	31.00	
PAULSEN, MICHAEL BOYD	482-88-2092	0.00	2.00	2.00	
PENNEY, STEVEN ROGER	482-82-2486	0.00	2.00	2.00	YES
PETT, MIKE	482-66-2388	0.00	85.00	85.00	
POL, BETTY A	479-62-6819	0.00	18.00	18.00	
PRITCHARD, ROBERT HIK	483-70-5030	0.00	2.00	2.00	
RAISCH, BRIAN KEITH	480-78-0325	0.00	127.40	127.40	
RAHSEY, SHELLIE A	485-90-1417	0.00	181.50	181.50	
REED, DWIGHT ANTHONY	478-78-3233	0.00	204.50	204.50	
RIFE, MICHAEL RAY	479-84-4703	0.00	6.70	6.70	YES
ROBERTSON, CURTIS D	484-74-1467	0.00	2.00	2.00	
ROGAP, WILLIAM A	484-66-3336	0.00	189.50	189.50	YES
ROGERS, ROBERT C	481-70-4412	0.00	39.00	39.00	
ROWEN, PATRICK M	479-62-3195	0.00	33.00	33.00	
RUSH DELORES	480-38-7488	0.00	18.00	18.00	
SAAR, ISSAM SULLIMAN	066-62-2239	0.00	156.50	156.50	
SANCHEZ, JOGGE A	483-90-4631	0.00	53.50	53.50	
SAVAGE, DIANA M	479-62-6619	0.00	40.00	40.00	
SAVAGE, MARGARET MARY	482-68-8298	0.00	108.50	108.50	
SCHNACKENBERG, SHARON	573-46-6426	0.00	3.00	3.00	
SCHROEDER, THOMAS WAL	485-68-2131	0.00	4.00	4.00	
SCHWISOW, SHERYL L	482-90-5685	0.00	2.00	2.00	YES
SIMMONS, WILLIAM GUY	478-68-5452	0.00	89.80	89.80	
SINGLETON, LAUREL ELA	481-80-5057	0.00	2.00	2.00	YES
SMITH, KATHERINE NORA	485-84-9862	0.00	5.00	5.00	
SMYTH, THOMAS PAUL	485-84-2207	0.00	59.20	59.20	
SPARKS, SAM GENE JR	484-90-1227	0.00	50.40	50.40	
SULZPERGER, JEFF JOHN	479-74-7531	0.00	2.00	2.00	
SWIFT, JOSEPH A	482-72-6072	0.00	119.40	119.40	

DES MOINES AREA COMM. COLLEGE  
UNPAID BALANCE REPORT

NAME	SEC. NO.	PREV TERM	CURR TERM	TOTAL	FIN AID
TAPSCOTT, MATTHEW RAL	484-74-4644	0.00	177.60	177.60	YES
VANDALSEN, PHYLLIS L.	482-30-4178	0.00	53.50	53.50	
VAUGHAN, REBECCA JUAN	478-68-7983	0.00	59.20	59.20	
VAUGHN, LESLIE LYNN	483-74-6608	0.00	2.00	2.00	YES
VESTWEBER, DENNIS ROB	506-88-0475	0.00	1.00	1.00	
VRIEZE, TERRY	479-50-0734	0.00	7.50	7.50	
WEAVER, MELVIN KARL	484-80-3678	0.00	197.60	197.60	
WEBB, DANNY E.	514-42-1944	0.00	20.00	20.00	
WESTBY, GERALDINE	150-16-7248	0.00	58.50	58.50	
WHITNEY, STEVEN HARSH	483-78-1678	0.00	189.50	189.50	
WILLIAMS, LLOYD G.	480-72-4456	0.00	42.00	42.00	
WILLIAMS, TROY	483-86-7321	0.00	189.50	189.50	YES
WULD, TAMARA K	544-68-1994	0.00	188.00	188.00	
WOLLARD, KEITH P	482-58-2824	0.00	140.00	140.00	
WRIGHT, MICHAEL ROBER	485-58-4045	0.00	39.00	39.00	
TOTALS		0.00	7,027.20	7,027.20	

PERSONNEL REPORT

1. Contract Changes

- a. Donna Bildner, Instructor, Career Education, Business  
1 additional day - September 8, 1981
- b. Michael Chebuhar, Instructor, Career Education, Business  
1 additional day - September 8, 1981
- c. Deborah Kathleen Stewart, Instructor, Career Education, Business  
1 additional day - September 8, 1981
- d. Bobby Dresbeack, Systems Programmer, Business Management, Data Systems  
Salary adjusted relating to new position. Salary from \$23,131. to \$24,287  
Effective October 1, 1981
- e. Patricia Halverson, Instructor, Adult Education, Learning Center (Urban)  
From Probationary to Full Status Contract.  
Effective August 13, 1981
- f. James Bennett, Senior Programmer, Business Management, Data Systems,  
To Instructor, Career Education, Business. Salary \$19,405 annually. 12 Month  
Effective October 12, 1981 Replacing Richard Chorley

2. Leave Without Pay

- a. Gerald Manning, Instructor, Career Education, Marketing  
Leave without pay for 1 hour per week for 11 weeks (Total 11 hours)  
Effective September 9, 1981

3. Terminations

- a. Jagdeesh Adhav, ESL Instructor, Adult Education, Learning Center (Urban)  
Effective September 30, 1981 Lack of Funds
- b. Charles Schaeffer, Instructor, Arts & Sciences, Communications (Boone)  
Effective December 2, 1981
- c. Bradley Osgood, Instructor, Arts & Sciences, Math  
Effective December 2, 1981

PERSONNEL REPORT

4. New Personnel

- a. Larry Anderson, Instructor, Career Education, Business Lane 225, Level 7, Salary \$17,324 annually, 9 months Effective September 9, 1981
- b. Jean M. Abels, Instructor, Career Education, Business Lane 180, Level 6, Salary \$15,524 annually, 9 months Effective October 6, 1981
- c. James Frederick Marmon, Automotive Project Assistant, Specially funded Salary \$17,169 annually, 10 months Effective September 28, 1981

PERSONNEL RESUME

Name: Larry Anderson  
Position: Instructor  
Division: Career Education  
Recommended Salary: \$17,324  
Most Recent Salary: \$23,000  
Salary in relation to staff  
w/similar qualifications: Comparable  
Education: B.S.B.A. Drake University, Des Moines, Iowa  
A.A. Political Science, Univ. Of Iowa, Iowa City  
A.A. Liberal Arts, Fort Dodge Community College  
Courses at William Rainey Harper College- Palatine,  
Illinois, and Elgin Community College -Elgin,  
Illinois.  
Currently enrolled in MBA Program at Drake Univ.  
Experience: Teaching: None Working-11 years and 8 months.  
Reason for recommending for  
this position: Best qualified  
Length of contract: 9 months  
Reason for employment: Replacing Mary Tharp

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Name: Jean M. Abels  
Position: Instructor  
Division: Career Education  
Recommended Salary: \$15,524  
Most Recent Salary: \$10,000  
Salary in relation to staff  
w/similar qualifications: Comparable  
Education: B.A. in Math, University of Iowa  
Experience: Pre-School - 2 years, 4 months. Working 6 yrs.  
Reason for recommending for  
this position: Best qualified  
Length of Contract: 9 months  
Reason for employment: Replacing Myrna Maurer

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Name: James Frederick Marmon  
Position: Automotive Project Assistant  
Division: Career Education  
Recommended Salary: \$17,324  
Most Recent Salary: \$19,344  
Salary in relation to staff  
w/similar qualifications: Comparable  
Education: Vocational Training 7 quarters at Des Moines  
Area Community College.  
Experience: Working: 7 years  
Reason for recommending for  
this position: Best Qualified  
Length of contract: 10 months.  
Reason for employment: Specially Funded GM Automotive Project

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# Memorandum

October 12, 1981 Attachment #5  
des moines area  
community college

2006 S ANKENY BLVD., ANKENY, IOWA 50021

PHONE 964-6200

DATE October 12, 1981

TO Eugene Snyders

Location

FROM Irv Steinberg *ISW*

Location

RE: Financial Report/ September 30, 1981

## A. Cash Position

Having received our 1st quarter, FY 82, General State Aid payment as of Sept 1st (\$1,728,709) we were able to pay off the stamped warrant being held at the end of August, and with tuition and other lessor revenue receipted during September, we were further able to pay vendors during the month without using borrowed funds. However, we were short \$518,280 cash required to cover September payroll on Sept 30th, and were required to go on a Stamped Warrant for that amount. Interest expense for this stamped warrant was negotiated for a rate of 10 3/4%, a reduction of the 11 1/2% maximum rate allowed.

On October 1st we received our 4th quarter FY 81 Vocational Aid reimbursement (\$551,926), and at that time was able to liquidate the stamped warrant. Since the DPI has advised us that our 2d quarter General State Aid payment will likely not be released by State Comptroller until December, and since due date for payment by taxpayers of property taxes has been extended to Oct 16th, it is probable that we will again be required to go on a stamped warrant basis to cover October, and perhaps part of November payrolls.

Interest being allowed on investments has continued to be at a high point during the month. A short term investment was purchased with Student Union and Activities and Loan Fund monies at a negotiated rate of 16.5%. The State Treasurer has continued to allow banks to negotiate such interest rates rather than follow previous procedure of establishing a maximum allowed to be paid.

## B. Budget Balance

The General Fund Working Budget has been adjusted to reflect an estimated \$300,000 increase resulting from FY 82 contract salary settlements. A more exacting budget revision broken down by Cost Centers and functional areas is in the process of being compiled.

The Restricted Current Fund Working Budget presently reflects a budget for the CETA Class Size Project with continuation into the new Federal Fiscal Year, which started October 1st, with no reduction in staff or programs. The contract for this project is pending being approved, however, is anticipated being at a reduced level of funding and programs.

An addition to the Restricted Current Fund Budget this month was \$57,320 for the General Motors Training Project, just getting started.

The Budget Balance Report for September indicates budgeted expenses in excess of budgeted revenue by \$59,751. This difference would need to be taken from existing fund balance if the budget figures are realized by fiscal year end.

C. Balance Sheet

The General Fund Interim Balance Sheet for Sept 30th further denotes that with current working budget identical to actual revenue and disbursements for this fiscal year, the projected year end fund balance would be reduced by \$59,751 down to \$628,199.

DES MOINES AREA COMMUNITY COLLEGE  
CASH POSITION REPORT

September 30, 1981

	GENERAL, AGENCY, AUXILIARY, SCHOLARSHIP & LOAN FUNDS	SPECIAL PLANT FUND	SINKING VOTED TAX FUND
	<u>ANKENY NATIONAL</u>	<u>BANKERS TRUST</u>	
<u>CASH IN BANK - INTEREST BEARING CHECKING:</u>			
Bal. Fwd. September 1, 1981	\$ (1,782,614)	\$ 61,158	
Plus Receipts - September	3,581,162	440,912	
Less Disbursements - September	<u>2,319,040</u>	<u>500,464</u>	
Cash in Bank September 30, 1981 (A)	\$ (520,492)	1,606	
<u>INVESTMENTS:</u>			
<u>SAVINGS ACCOUNTS:</u>			
Sinking Fund			\$10,278
<u>CD's</u>			
8% due 1-25-82 (Arch. Draft Club)	1,000		
16.5% due 3-31-82	(B) 108,743		
16.0% due 11-10-81 (Student Activities)	10,000		
Various 3 year loan		1,714,800	
7.25% due 10-15-81 (5 year loan)		80,000	
16 1/8% due 2-9-82		200,000	
8.00% due 12-15-82		205,000	
16% due 12-15-81		200,000	
15% due 3-15-82		190,000	
Treasury Bill 14 3/4\$ due 12-31-81			(C) <u>43,182</u>
TOTAL INVESTMENTS	\$ <u>119,743</u>	<u>\$2,589,800</u>	
TOTAL CASH & INVESTMENTS	\$ <u>(400,749)</u>	<u>\$2,591,406</u>	<u>\$53,460</u>

Footnotes:

(A) Deficit covered by stamped warrant negotiated for a rate of 10 3/4% interest expense.

(B) CD for \$108,743 includes following investments:

Student Activities	\$39,443
Student Union	\$44,000
Eugene Young Loan Fund	<u>\$25,300</u>
TOTAL	<u>\$108,743</u>

(C) Treasury Bill matures for \$45,000.



DES MOINES AREA COMMUNITY COLLEGE

BUDGET BALANCE REPORT

September 30, 1981 AMOUNT

	WORKING BUDGET	EXPENDED OR RECEIVED	ENCUMBERED	WORKING BUDGET BALANCE
<u>GENERAL FUND DISBURSEMENTS:</u>				
<u>GENERAL FUND CURRENT</u>				
Arts & Science	\$ 2,216,479	\$ 384,858	\$ 4,466	\$ 1,827,155
Career Education	5,012,845	1,003,399	115,792	3,893,654
Career Development Center	176,274	42,980	435	132,859
Adult Education	1,946,016	389,777	5,539	1,550,700
Instructional Administration	327,191	73,601	1,410	252,180
General Administration	692,709	169,812	6,440	516,457
Student Services	1,377,966	359,298	2,561	1,016,107
Learning Resources	508,721	125,809	9,835	373,077
Physical Plant	1,969,383	469,337	130,994	1,369,052
General Institution	1,743,656	361,035	221,546	1,161,075
* Estimated Salary Adjustment	300,000	-0-	-0-	300,000
SUB TOTAL	16,271,240	3,379,906	499,018	12,392,316
<u>RESTRICTED CURRENT FUND:</u>				
Newton-Special Needs	19,270	-0-	-0-	19,270
ESL #2/DPI Funded	59,617	45,843	494	13,280
ESL HMONG	3,036	1,491	-0-	1,545
Homemaker Health Aids/HHS Funded	12,155	2,166	-0-	9,989
Homemaker Health Aids-DPI	984	1,036	-0-	(52)
Title III-SDIP/Student Life	20,602	-0-	-0-	20,602
Nurse Capitation/FY 81 Ext.	24,821	1,248	-0-	23,573
STRIVE LEA Project	56,875	7,545	145	49,185
Special Needs Coordinator	10,086	1,122	-0-	8,964
Teacher Aids-FY 82	9,374	1,142	-0-	8,232
Special Needs/In Service	10,400	622	-0-	9,778
Social Service Training	5,760	5,760	-0-	-0-
Computer Basic Skills	2,721	-0-	-0-	2,721
Public Service Employment	20,891	7,832	-0-	13,059
Curriculum for Handicapped	17,411	9,417	-0-	7,994
Teacher Aids/FY 81 Ext.	-0-	1,351	-0-	(1,351)
Data Proc. A State Plan	5,080	4,793	-0-	287
DPI Software Project	26,482	7,035	-0-	19,447
Diesel Tractor Research	22,421	14,706	-0-	7,715
Title 3 - SDIP Instruction	40,560	2,130	956	37,474
Title 3 - SDIP Research & Dev.	63,838	616	-0-	63,222
Mitchelville SN Project	7,309	5,230	-0-	2,079
Construction Acquaintance	12,168	4,998	-0-	7,170
* CETA Class Size	411,706	72,942	-0-	338,764
GM Training Project	57,320	496	-0-	56,824
SUB TOTAL/REST. CURRENT FUND	920,887	199,521	1,595	719,771
* TOTAL GEN. & REST. FUND DISB.	17,192,127	3,579,427	500,613	13,112,087
Plus Budget Deobligation	(30,248)	-0-	-0-	(30,248)
GRAND TOTAL GENERAL FUND DISB.	17,161,879	3,579,427	500,613	13,081,839
<u>GENERAL FUND REVENUE</u>				
General Fund Current	\$16,211,489	\$3,279,704		\$12,931,785
Restricted Current Fund	920,887	114,449		806,438
SUB TOTAL	\$17,132,376	\$3,394,153		\$13,738,223
Fund Balance Revenue	59,751	59,751		
GRAND TOTAL GEN. FUND REVENUE	\$17,192,127	\$3,453,904		\$13,738,223
* PLANT FUND DISBURSEMENTS	\$ 5,606,866	\$1,146,635		\$4,460,231
PLANT FUND REVENUE	\$ 2,975,581	\$ 287,042		\$2,688,539

\* Footnotes on Revenue Detail Report

GENERAL FUND  
 DETAIL OF REVENUE  
 September 30, 1981

General Fund Revenue	<u>Working Budget</u>	<u>Amount Received</u>	<u>Budget Balance</u>
<u>Tuition &amp; Fees:</u>			
Student Fees	\$ 480,283	\$ 193,779	\$ 286,504
<u>Tuition:</u>			
Arts & Science	1,468,735	541,944	926,791
Career Education	1,495,408	495,815	999,593
Adult Ed	775,600	188,426	587,174
Secondary	71,500	50,075	21,425
<u>Local Support:</u>			
Property Taxes-Operation	2,110,256	54,366	2,055,890
Property Taxes-Unemployment	378,196	3,261	374,935
Property Taxes-Tort Liability	39,808	917	38,891
<u>State Support:</u>			
General Aid	6,914,837	1,728,709	5,186,128
Energy Appropriation	66,900		66,900
Salary Adjustment	500,000		500,000
Vocational Aid	1,210,584		1,210,584
<u>Federal Support:</u>			
Title II - Library	3,800		3,800
Vocational Aid	310,569		310,569
Workstudy	72,000		72,000
Special Needs-CEC	60,592		60,592
ABE	132,283		132,283
Other	4,000		4,000
Total "2" Fund	920,887	114,449	806,438
<u>Sales &amp; Services:</u>			
Rental of Facilities	40,000	2,663	37,337
<u>Other Income:</u>			
Interest	5,000	5,565	(565)
Assessments	7,100	993	6,107
Miscellaneous	29,038	1,089	27,949
Sale of Fixed Assets	35,000	12,102	22,898
 GRAND TOTAL	 <u>\$17,132,376</u>	 <u>\$3,394,153</u>	 <u>\$13,738,223</u>

\* Footnotes

1. Budget Adjustment to reflect FY 82 Salary Settlement estimated at \$300,000 added to Working Budget
2. CETA Class Size Budget includes \$302,140 for Federal Fiscal Year 82, which is pending a reduction.
3. Published Budgets:
  - General Fund - \$18,008,774 (without Tort & Unemployment)
  - Plant Fund - \$ 5,606,866.

DES MOINES AREA COMMUNITY COLLEGE  
 GENERAL FUND INTERIM BALANCE SHEET  
 September 30, 1981

----ASSETS----

Code

CASH & INVESTMENTS

101 Cash in Bank - Checking	\$ (881,656)	
102 Petty Cash - Ankeny Change Fund	18,822	
103 Petty Cash - Boone Checking	7,618	
119 Cash in Bank - Payroll	10,000	
120 Returned Checks	7,066	
122 Petty Cash - Change Funds	5,117	
123 Registration Change Funds	1,189	
125 Cash Over or Short	<u>238</u>	
TOTAL CASH & INVESTMENTS		\$ (831,606)

ACCOUNTS RECEIVABLE

144 Due from State	138,263	
145 Due from Federal	467,903	
146 Due from Others	191,205	
148 Financial Aids Receivables	354,274	
Budget FY 82 - Revenue	\$17,132,376	
Less Amount Received	<u>3,394,153</u>	
Balance to Receive	<u>13,738,223</u>	
TOTAL ACCOUNTS RECEIVABLE		14,889,868

INVENTORIES/STUDENT HOUSES

161 Expendable Supplies	44,409	
162 Auto Parts	22,995	
169 Student Houses & Lots	<u>335,478</u>	
TOTAL INVENTORIES/HOUSES		<u>402,882</u>

TOTAL ASSETS

\$14,461,144

DES MOINES AREA COMMUNITY COLLEGE  
 GENERAL FUND INTERIM BALANCE SHEET  
 September 30, 1981

- - LIABILITIES & FUND BALANCE - -

CURRENT LIABILITIES

(201/203/205/210) Accounts Payable \$ 49,211

Budget Expenditures FY 82	\$17,192,127	
Less Expended to Date	<u>3,579,427</u>	
Balance to be expended		13,612,700

TOTAL ACCOUNTS PAYABLE \$13,661,911

Deferred Income 81,059

TOTAL LIABILITIES \$13,742,970

FUND BALANCE

Unrestricted

Balance Forward 7-1-81 687,950

FY 82 Budget Expenditures	17,192,127	
Less FY 82 Budget Revenue	<u>17,132,376</u>	
Net Expenses over Rev.		(59,751)

Projected Fund Balance 6-30-82 628,199

Restricted for Unemployment Compensation 89,975

TOTAL FUND BALANCE 718,174

TOTAL LIABILITIES & FUND BALANCE \$14,461,144

DES MOINES AREA COMMUNITY COLLEGE

Organizational Board Meeting  
October 5, 1981  
Building 2 - Room 15 - Ankeny Campus

AGENDA

1. Call to Order - 5:30 p.m.
2. Roll Call
3. Approval of Tentative Agenda
4. Review of official results of election for Directors to Des Moines Area Community College Board held September 8, 1981.
5. Administration of Oath of Office to Newly Elected Board Members.
6. Issuance of Certificates of Election to New Board Members
7. Election of Board President
8. Election of Board Vice President.
9. Administration of Oath of Office to Newly Elected Officers.
10. Appointment of Board Secretary.
11. Appointment of College Treasurer.
12. Adjournment.

Dinner in Cafeteria, Building No. 7, immediately following Organizational Meeting, with meal being provided by Ankeny Service Organizations for fund raising purposes for DMACC Foundation.

INFORMATION ITEMS

1. Next regularly scheduled Board Meeting will be held at Boone on October 12, 1981.