

Des Moines Area Community College

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Board of Directors Meeting Minutes

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1-9-1978

### Board of Directors Meeting Minutes (January 9, 1978)

DMACC

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DES MOINES AREA COMMUNITY COLLEGE  
2006 S. Ankeny Boulevard  
Ankeny, Iowa 50021

REGULAR MEETING

JANUARY 9, 1978

The regular monthly meeting of the Des Moines Area Community College Board of Directors was held in Room 15, Building 2, Ankeny campus, Ankeny, Iowa, on January 9, 1978. The meeting was called to order by Board President Donald Rowen at 7:45 p.m.

ROLL CALL

Members present: Eldon Leonard  
Harold Welin  
Walter Hetzel  
Donald Rowen  
Theodore Nemmers  
Max Kreager (left at 8:35 p.m.)

Members Absent: Walter Stover, Jr.  
Murray Goodman  
Maurice Campbell

Others present: Paul Lowery, Superintendent  
Gene Snyders, Board Secretary  
Various other DMACC students and staff  
and interested residents

APPROVAL OF  
MINUTES

It was moved by H. Welin, seconded by T. Nemmers, that the minutes of the December 12 regular meeting be approved as presented. Motion passed.

NEW PERSONNEL

It was moved by W. Hetzel, seconded by H. Welin, that employment be offered to Khuyen Baccam, Indo-China Information Services Specialist, at an annual salary of \$14,500, effective December 27, 1977. Motion passed.

RESIGNATIONS

It was moved by M. Kreager, seconded by E. Leonard, that the following resignations be accepted:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Equilla Johnson	Counselor	January 16, 1978
Edward Horner	Programmer	January 31, 1978

Motion passed.

PRELIMINARY  
PLANS FOR NEW  
AUTOMOTIVE

Ken Bussard of Wilkins Bussard Dikis, Ltd. presented preliminary plans for the new automotive building. The architect anticipates bidding the project in May of 1978.

It was moved by E. Leonard, seconded by H. Welin, to approve the preliminary plans for the new automotive building and authorize architects to proceed with detailed drawings and contract documents.

Motion passed.

## SOLICIT OF BIDS

It was moved by H. Welin, seconded by T. Nemmers, that bids be solicited from real estate brokers who are included on the Greater Des Moines Multiple Listing Service for the handling of student constructed houses in Ankeny, for the calendar year 1978. Wednesday, February 1, 1978, bids which are received by 12:00 noon, will be considered at the regular board meeting February 13, 1978. Motion passed.

RESOLUTION TO  
SELL HOUSE

Director W. Hetzel introduced Resolution #78-1 (attachment #1) Attach hereto and made a part of these minutes entitled "RESOLUTION APPROVING SALE OF HOUSE" and moved that same be adopted. Director T. Nemmers seconded the motion to adopt. A vote was taken. Motion carried. Whereupon, the President of the Board declared said Resolution duly adopted.

TRANSITION PLAN  
FOR SECTION 504

It was moved by E. Leonard, seconded by H. Welin, to approve the "Transition Plan for Architectural Accessibility for Handicapped Persons" (attachment #2) attached hereto and made a part of these minutes, including expenditure of approximately \$10,000 for same. Motion passed.

MONTHLY  
FINANCIAL REPORT

The monthly financial report was presented by Gene Snyders. A copy of the report is attached (attachment #3) hereto and made a part of these minutes.

MEMBERSHIP DUES  
IN AACJC

It was moved by E. Leonard, seconded by T. Nemmers, to approve institutional membership dues in AACJC in the amount of \$910 for the period January 1 - December 31, 1978. Motion passed.

COMMITTEE  
APPOINTMENTS

It was moved by T. Nemmers, seconded by H. Welin, to approve the following advisory committee appointments:

1. Dr. Mearl Kilmore, College of Osteopathic Medicine and Surgery to Medical Secretary Advisory Committee for a three-year term.
2. Robert J. Ruths, Coordinator, D. M. Independent School District, to Copy Reproduction Advisory Committee for a three-year term.

Motion passed.

LEAVE OF ABSENCE  
WITHOUT PAY

It was moved by E. Leonard, seconded by T. Nemmers, that the following leave of absence without pay be approved:

Richard Byerly, January 9, 1978, for duration of the second session of the Iowa Legislature. Motion passed.

PERSONNEL  
CONTRACT CHANGE

It was moved by H. Welin, seconded by T. Nemmers, to approve the contract change for Mary Ann Harpel, shown as attachment #4, attached hereto and made a part of these minutes.

Motion passed.

PURCHASE OF  
FIVE LOTS IN  
ANKENY

It was moved by E. Leonard, seconded by H. Welin, to approve the purchase of five lots (lot numbers 7, 8, 9, 10, and 11) located in the southeast section of Ankeny on Rio Drive between Magazine Road and S.E. 10th Street. The size of the lots are 77' X 120' and were purchased at a cost of \$12,720 per lot from Norm Stuart through Lundstrom Realty. The lots will be used for the construction of houses by the Building Trades Program.

Motion passed.

CLAIMS AND  
ACCOUNTS

It was moved by E. Leonard, seconded by W. Hetzel, that the Claims and Accounts be approved as presented, copies attached hereto (attachment #5) and made a part of these minutes.

Motion passed.

EXECUTIVE  
SESSION

It was moved by T. Nemmers, seconded by E. Leonard, that the Board go into executive session for a strategy meeting of a public employer to discuss confidential reports relating to employee negotiations which, if released, would give advantage to others and service no public purpose, and for exceptional reasons so compelling as to override the general public policy in favor of open meetings.

Motion passed unanimously, and the Board went into executive session at 9:25 p.m.

MEETING  
RECONVENES

The regular board meeting reconvened at 10:00 p.m. at the same location as previously held. All board members present prior to the executive session were again present.

ADJOURNMENT

It was moved by E. Leonard, seconded by T. Nemmers, that the meeting be adjourned. Motion passed, and the meeting adjourned at 10:05 p.m.

  
EUGENE R. SNYDER, Secretary

  
DONALD P. ROWEN, President

RESOLUTION APPROVING SALE OF HOUSE


RESOLVED, that the following described real estate situated in the City of Ankeny, Polk County, State of Iowa, to wit,

905 S. E. Wanda Drive (Lot 13, Waywin Acres, Plat #1)

heretofore purchased by said Des Moines Area Community College for the purpose of providing a site for the construction project for the building trades class under the direction of said Des Moines Area Community College, with a view toward resale upon completion of said construction project, at which time said real estate became surplus and duly advertised for sale pursuant to the provisions of Iowa Code, Section 297.23, is hereby declared to be surplus property, having no further school purpose.

NOW THEREFORE, be and it is hereby resolved that said real estate shall be sold to James W. and Shirley M. Woodsmall, who submitted the high bid in response to said bidding, for the consideration of \$69,700. It is the opinion of the said Board that such sale is in the best interest of and for the benefit of said Des Moines Area Community College.

NOW THEREFORE, the President and Secretary of this community college are hereby authorized, directed, and empowered to execute and deliver a warranty deed conveying said premises to the said James W. and Shirley M. Woodsmall upon receipt of said consideration. The Board Secretary is further authorized to return bid security checks to the unsuccessful bidders.

  
\_\_\_\_\_  
DONALD ROWEN, PRESIDENT

ATTEST:

  
\_\_\_\_\_  
EUGENE SNYDERS, SECRETARY

DES MOINES AREA COMMUNITY COLLEGE  
2006 South Ankeny Boulevard  
Ankeny, Iowa 50021

TRANSITION PLAN  
FOR  
ARCHITECTURAL ACCESSIBILITY FOR HANDICAPPED PERSONS

Transition Plan Committee (Sub-committee of College Facilities Planning Committee):

Jan Huss, Coordinator of Special Services, ex-officio  
Bill Briner, Student, Electronics Maintenance  
Leonard Bengtson, Vice President, Student Life  
Harriett Custer, Chairperson of Learning Center, Urban Campus  
Don Zuck, Dean, Facilities Management & Campus Services  
Lowell Craven, Consultant, Governor's Committee on Employment of Handicapped

Submitted: December 1, 1977

TRANSITION PLAN

Person responsible for implementation: Don Zuck

I. ANKENY CAMPUS

<u>BUILDING #</u>	<u>BARRIER</u>	<u>REMEDY</u>	<u>DEADLINE FOR COMPLETION</u>	<u>COST</u>
17	Men's Restroom		June 30, 1980	
		1. widen stall to urinal (42"); lengthen stall to wall; install 36" door.		\$ 350.00
		2. install grab bars.		50.00
		3. insulate pipes under sink.		20.00
		4. lower accessories on wall to 38".		5.00
		5. install full-length mirror <u>or</u> install larger mirror to meet 38" height requirement.		25.00
		6. install hook for coat, etc. on door.		5.00
		7. initial opening widened to 36".		40.00
				<u>\$ 495.00</u>
	Women's Restroom		June 30, 1980	
		1. take down stall.		10.00
		2. privacy lock and handle on door (one handicap person able to use.)		35.00
		3. accessories on walls lowered to 38" height.		5.00
		4. grab bars (full set on right; triangular shape on left).		50.00

BUILDING #	BARRIER	REMEDY	DEADLINE FOR COMPLETION	COST
17	Women's Restroom (continued)	5. full length mirror <u>or</u> larger mirror so can be 38" from floor.		\$ 25.00
		6. opening widened to 36".		40.00
		7. insulate pipes under sink.		<u>20.00</u>
				\$ 185.00
18	Men's Restroom		June 30, 1979	
		1. widen stall to urinal (42"); lengthen stall to wall; install 36" door.		350.00
		2. install grab bars.		50.00
		3. insulate pipes under sink.		20.00
		4. lower accessories on wall to 38".		5.00
		5. install full length mirror <u>or</u> install larger mirror to meet 38" height requirement.		25.00
6. install hook for coat, etc. on door.		<u>5.00</u>		
				\$ 455.00
	Women's Restroom		June 30, 1979	
		1. move corner partition to allow 36" stall width & 32" opening; extend stall to wall; curtain the opening.		75.00
		2. install grab bars.		50.00
		3. insulate pipes under sink.		20.00
		4. lower accessories on wall to 38".		5.00
		5. install full-length mirror <u>or</u> install larger mirror to meet 38" height requirement.		<u>25.00</u>
				\$ 175.00



BUILDING #

BARRIER

REMEDY

DEADLINE FOR  
COMPLETION

COST

16

Men's Restroom

June 30, 1978

1.	widen stall to urinal (42"); lengthen stall to wall; install 36" door.	\$ 350.00
2.	install grab bars.	50.00
3.	insulate pipes under sink.	20.00
4.	lower accessories on wall to 38".	5.00
5.	install full length mirror <u>or</u> install larger mirror to meet 38" height requirements.	25.00
6.	install hook for coat, etc., on door.	5.00
		<u>\$ 455.00</u>

16

Women's Restroom

June 30, 197

1.	move corner partition to allow 36" stall width & 32" opening; extend stall to wall; curtain the opening.	75.00
2.	install grab bars.	50.00
3.	insulate the pipes under the sink.	20.00
4.	lower accessories on wall to 38".	5.00
5.	install full-length mirror <u>or</u> install larger mirror to meet 38" height requirement.	25.00
6.	install hook for coat, etc. on door.	5.00
		<u>\$ 180.00</u>

BUILDING #	BARRIER	REMEDY	DEADLINE FOR COMPLETION	COST
15	Men's Restroom		June 30, 1979	
		1. widen stall to urinal (42"); lengthen stall to wall; install 36" door.		\$ 350.00
		2. install grab bars.		50.00
		3. insulate pipes under sink.		20.00
		4. lower accessories on wall to 38".		5.00
		5. install full length mirror <u>or</u> install larger mirror to meet 38" height requirement.		25.00
		6. install hook for coat, etc. on door.		5.00
				<u>\$ 455.00</u>
	Women's Restroom		June 30, 1979	
		1. move corner partition to allow 36" stall width and 32" opening; extend stall to wall; curtain the opening.		75.00
		2. install grab bars.		50.00
		3. insulate pipes under sink.		20.00
		4. lower accessories on wall to 38".		5.00
		5. install full length mirror <u>or</u> install larger mirror to meet 38" height requirement.		25.00
				<u>\$ 175.00</u>

BUILDING #	BARRIER	REMEDY	DEADLINE FOR COMPLETION	COST
19	Men's Restroom		June 30, 1978	
		1. widen entrance to 32"		\$ 40.00
		2. replace knobs on sink so don't need "grasp".		15.00
		3. wrap pipes.		20.00
		4. lower shelf, mirror and dispenser to 38".		10.00
				<u>10.00</u>
				\$ 85.00
	Women's Restroom		June 30, 1978	
		1. widen entrance to 32".		40.00
		2. replace knobs on sink so don't need "grasp".		15.00
		3. wrap pipes.		20.00
		4. lower shelf, mirror & dispenser to 38".		10.00
				<u>10.00</u>
				\$ 85.00
20	Men's Restroom		June 30, 1978	
		1. widen entrance to 32".		40.00
		2. replace knobs on sink so don't need "grasp"		15.00
		3. wrap pipes.		20.00
		4. lower shelf, mirror and dispenser to 38".		10.00
				<u>10.00</u>
				\$ 85.00

BUILDING #	BARRIER	REMEDY	DEADLINE FOR COMPLETION	COST
20	Women's Restroom		June 30, 1978	
		1. widen entrance to 32".		\$ 40.00
		2. replace knobs on sink so don't need "grasp".		15.00
		3. wrap pipes.		20.00
		4. lower shelf, mirror and dispenser to 38".		10.00
				<u>\$ 85.00</u>
14	Remodeling of entire building will be completed and will meet accessibility standards.		June 30, 1979	
ANKENY CAMPUS TOTAL				\$2915.00

II. BOONE CAMPUS

BUILDING	BARRIER	REMEDY	DEADLINE FOR COMPLETION	COST
Main classroom building	Front entrance	Provide clearance of 34" (one opening only at front and back entrances.)	June 30, 1979	\$ 300.00
	Entrance to passageway to auditorium and from lobby and main corridor.	Remove center mullion and provide proper hardware so 34" clearance.	June 30, 1979	300.00
	Stairs to second floor.	Install elevator	January 1, 1978	\$40,000.00
	Drinking fountains	Cup dispenser for handicapped use, One fountain each floor.	June 30, 1978	50.00
	First floor men's restroom		June 30, 1979	
		1. Entrance door to 34" clearance.		500.00
		2. Shorten screen to urinal to 18".		50.00
		3. Widen stall door to 32" clearance.		350.00
		4. Provide sink clearance of 27".		10.00
		5. Wrap pipes under sink.		20.00
	6. Bring all accessories to 38" from floor.		10.00	
			\$ <u>940.00</u>	

BUILDING	BARRIER	REMEDY	DEADLINE FOR COMPLETION	COST
Main classroom building (continued)	First floor women's restroom.		June 30, 1979	
		1. Entrance door to 34" clearance.		\$ 500.00
		2. Stall entrance widened to 32".		350.00
		3. Clearance under sink to 27".		10.00
		4. Sanitary mapkin dispenser & paper towel dispenser to 38".		10.00
		5. Lower coat hanger to 38".		5.00
		6. Wrap pipes.		20.00
				<u>\$ 895.00</u>
	2nd Floor men's restroom		June 3, 1980	
		1. Entrance door clearance to 34".		500.00
		2. Sink clearance to 27".		10.00
		3. Lower towel dispenser to 38".		10.00
		4. Install grab bars.		50.00
		5. Stall door clearance to 32".		350.00
		6. Wrap pipes under sink.		20.00
				<u>\$ 940.00</u>

BUILDING	BARRIER	REMEDY	DEADLINE FOR COMPLETION	COST
	2nd Floor women's restroom		June 3, 1980	
		1. Install grab bars.		\$ 50.00
		2. Door stall widened to 32" clearance.		350.00
		3. Dispenser lowered to 38".		10.00
		4. Entrance door widened to 34".		500.00
		5. Sink clearance to 27".		10.00
		6. Wrap pipes under sink.		20.00
				<u>\$ 940.00</u>
	Public Telephone	Install so accessible	June 30, 1978	0
	Handicapped parking stalls	Clearance on both sides.	June 30, 1978	50.00
Gymnasium	Entrance to building	Door clearance to 34"	June 30, 1979	100.00
	Drinking fountains	Cup dispenser for handicapped for one fountain.	June 30, 1978	50.00
	Public phone	Install so accessible	June 30, 1980	0
	Men & Women's locker rooms		June 3, 1980	
		1. Cut out sink fronts to 27".		10.00
		2. Tape pipes		20.00
		3. Lower towel dispenser to 38".		10.00
				<u>\$ 40.00</u>

BUILDING	BARRIER	REMEDY	DEADLINE FOR COMPLETION	COST	
Gymnasium (Continued)	Men's Public Restroom		June 3, 1980		
		1. Widen stall to 32" clearance.		\$ 350.00	
		2. Cut out sink fronts to 27" height.		10.00	
		3. Lower towel dispenser to 38".		10.00	
		4. Widen entrance clearance to 32".		500.00	
		5. Wrap pipes under sink.		20.00	
				<u>\$ 890.00</u>	
		Women's Public Restroom		June 3, 1980	
		1. Widen entrance door to 32" clearance.			500.00
		2. Cut out sink fronts to 27".			10.00
	3. Widen stall entrance clearance to 32"; lengthen stall to 56" depth.			350.00	
	4. Lower towel dispenser to 38" from floor.			10.00	
	5. Wrap pipes under sink.			20.00	
				<u>\$ 890.00</u>	
Entire Campus	Accessibility signs and Room number signs.		June, 1979		
	1. Provide room identification signs using recessed numbers.			500.00	
	2. Provide accessibility signs				
Boone Campus Total				\$46,885.00	
GRAND TOTAL				\$49,800.00	



III. URBAN CENTER

The Urban Center is inaccessible to the handicapped. We recommend and support the present planning to provide a new facility which will be accessible to handicapped persons. Present plans call for the completion of this facility approximately June 30, 1979.

IV. CARROLL CENTER

BUILDING	BARRIER	REMEDY	DEADLINE FOR COMPLETION	COST
Wing of St. Anthony's Hospital	Entrance to building.		June 3, 1980 *	
		1. East door bottom floor, ramped.		
	Stairs to 2nd floor classrooms.	1. Elevator shaft available - install elevator.		
	Restrooms	1. Enlarge stall to 36" opening. 2. Wrap pipes. 3. Lower hardware to 38" from floor. 4. Grab bars installed.		* If a qualified handicapped person is admitted to the program, we recommend a facility be leased which is accessible unless the owner can make the building accessible.

V. EXTENSION CENTERS - LEASED FACILITIES

BUILDING	BARRIER	REMEDY	DEADLINE FOR COMPLETION	COST	
A. Eastside Branch Office			June 3, 1980*		
	Doorways leading to restrooms	Widen to 32"			
	Restrooms	Requires new restrooms			* Unless the owner can make the building accessible, we recommend a facility be leased which is accessible.
	Front entrance partition	Relocated so clearance of 32"			
	Front step to entrance of building.	Ramp for access			

BUILDING	BARRIER	REMEDY	DEADLINE FOR COMPLETION	COST
B. Old Dowling Building			June 3, 1980 *	
	Stairs to entrance of building.	1. Use 9th street entrance 2. Can be ramped.		
	Stairs to second floor.			* Unless the owner can make the building accessible, we recommend a facility be leased which is accessible.
	Women's restroom	1. Addition of stall to meet dimensions. 2. Removal of urinals.		
	Men's Restroom	1. Widen doors to 32".		
C. Knoxville - V.A. Hospital			June 30, 1978*	
	Stairs to 3rd floor.	Elevator		
	Restrooms	Enlarge stall to required dimensions		* Unless the owner can make the building accessible, we recommend a facility be leased which is accessible.
D. Pleasantville - Memorial Building.			June 30, 1978*	
	Stairs to meeting room & to restrooms.			* If a qualified handicapped person is admitted to the program, we recommend a facility be leased which is accessible unless the owner can make the building accessible.

<u>BUILDING</u>	<u>BARRIER</u>	<u>REMEDY</u>	<u>DEADLINE FOR COMPLETION</u>	<u>COST</u>
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E. Guthrie Center

Stairs to meeting room

Restrooms not accessible

June 30, 1978\*

\* If a qualified handicapped person is admitted to the program, we recommend a facility be leased which is accessible unless the owner can make the building accessible.

DES MOINES AREA COMMUNITY COLLEGE  
CASH POSITION - FINANCIAL REPORT  
December 31, 1977

	ANKENY NATIONAL BANK General, Agency, Auxiliary <u>Scholarship &amp; Loan Funds</u>	BANKERS TRUST Special <u>Plant Fund</u>		<u>Voted Tax &amp; Sinking Fund</u>
<u>CASH IN BANK</u>				
Balance Forward Dec. 1, 1977	\$ (34,144.25)	\$ 12,329.56		
Plus Receipts - December	1,561,685.95	33,932.79		
Less Disbursements - December	<u>1,527,127.90</u>	<u>24,874.42</u>		
Cash in Bank Dec. 31, 1977	\$ 413.80	\$ 21,387.93		
 <u>INVESTMENTS</u>				
Savings Account 5%	384,997.18			95,784.43
Certificates of Deposit:				
6 1/8% due 1-31-78	250,000.00			
6 1/4% due 1-3-78				\$ 150,000.00
6.875% due 6-30-78				400,000.00
5 1/2% due 1-3-78				1,035,000.00
7 1/2% due 1-15-78		100,000.00		
Various maturities	<u>                    </u>	<u>6,905,000.00</u>		
<b>TOTAL CASH &amp; INVESTMENTS</b>	<b>\$ <u><u>635,410.98</u></u></b>	<b>\$ <u><u>7,026,387.93</u></u></b>		<b>\$ <u><u>1,680,784.43</u></u></b>

## Footnotes:

1. C.D.'s in Sinking Fund maturing 1-3-78 used to pay Bankers Trust amounts due on Loans as follows:
  1. Final payment on \$4,150,000.00 Loan - \$1,034,165.56
  2. 1st payment on \$7,175,000 Loan - \$154,262.50
2. \$100,000.00 C.D. due 1-15-79 in Special Plant Fund represents construction funds available which will not be needed for about a year.

DES MOINES AREA COMMUNITY COLLEGE  
GENERAL FUND INTERIM BALANCE SHEET  
December 31, 1977

----LIABILITIES & FUND BALANCE----

Code

771	<u>DEFERRED INCOME</u>		
	DFAFS Funds (HEW Funded Projects)	\$ 323,627	
	Iowa Script Funds from Prior Year	<u>8,753</u>	\$ 332,380
001	<u>ACCOUNTS PAYABLE</u>		
	Budgeted Expenditures	12,839,347	
	Less Expended to Date	<u>5,548,324</u>	
	Balance to be Expended		7,291,023
	 TOTAL LIABILITIES		 \$ 7,623,403
311	<u>UNRESTRICTED FUND BALANCE</u>		
	Balance Forward, July 1, 1977		796,865
	Revenue FY 78 to Dec. 31, 77	5,576,366	
	Disbursements FY 78 to Dec. 31, 77	<u>5,548,324</u>	
	Net Revenue Over Disbursements		<u>28,042</u>
	FUND BALANCE December 31, 1977		824,907
	Working Budget Revenue FY 78	12,610,169	
	Less Amount Received to 12-31-77	<u>5,576,363</u>	
	Balance to be Received by 6-30-78		7,033,806
	Working Budget Disbursements FY 78	12,839,347	
	Less Disbursed to 12-31-77	<u>5,548,324</u>	
	Balance to be Disbursed by 6-30-78		(7,291,023)
	PROJECTED FUND BALANCE June 30, 1978		<u>567,690</u>
	 TOTAL LIABILITIES & FUND BALANCE		 <u>8,191,093</u>

DES MOINES AREA COMMUNITY COLLEGE  
GENERAL FUND INTERIM BALANCE SHEET  
December 31, 1977

---ASSETS---

Code

CASH & INVESTMENTS

01	Cash in Bank - Checking	\$ 330,899	
02	Petty Cash - Ankeny Checking	1,438	
03	Petty Cash - Boone Checking	5,000	
19	Cash in Bank - Payroll	10,000	
20	Returned Checks	10,626	
22	Petty Cash	1,235	
25	Cash Over or Short	(159)	
30	Investments in CD's	250,000	
35	Investments in Savings Account	<u>384,997</u>	
	TOTAL CASH & INVESTMENTS		\$ 994,036

ACCOUNTS RECEIVABLES

45	Due from Federal	30,072	
46	Due from Others	2,950	
	Budgeted Revenue FY 78	\$12,610,169	
	Less Amount Received	<u>5,576,363</u>	
	Balance to Receive	<u>7,033,806</u>	
	TOTAL ACCOUNTS RECEIVABLE		7,066,828

161 EXPENDIBLE SUPPLIES, INVENTORY 18,770

169	<u>CONSTRUCTION WORK IN PROGRESS</u>		
	Carroll House #3 - Under Construction	33,301	
	Carroll House #4 - Lot only	8,902	
	Ankeny House #10 Under Construction	42,620	
	Ankeny House #11 Under Construction	11,606	
	Ankeny House #12 Lot Only	6,930	
	Ankeny House #13 Lot Only	<u>8,100</u>	
	TOTAL CONSTRUCTION WORK IN PROGRESS		<u>111,459</u>

TOTAL ASSETS \$ 8,191,093

DES MOINES AREA COMMUNITY COLLEGE  
BUDGET BALANCE REPORT  
December 31, 1977

	PUBLISHED & BOARD APPROVED BUDGET March 14, 1977	WORKING BUDGET	AMOUNT ENCUMBERED	AMOUNT EXPENDED OR RECEIVED	WORKING BUDGET BALANCE
<b>GENERAL FUND DISBURSEMENTS:</b>					
Arts & Sciences	\$ 1,878,117	\$ 1,825,733	\$ 610,788	\$ 679,331	\$ 535,614
Career Education	3,962,851	4,245,974	1,652,430	1,815,013	778,531
Career Exploration Center	158,605	160,135	60,169	73,920	26,046
Mobile Career Exploration Cent.	80,992	84,520	36,340	34,247	13,933
Adult Education	1,726,671	1,515,309	320,155	678,871	516,283
Vice President-Instruction	169,379	169,379	41,258	46,593	81,528
Administration	1,245,294	1,238,860	399,441	616,894	222,525
Student Life	1,123,708	1,170,743	437,618	575,758	157,367
Learning Resources	491,230	481,155	135,715	213,456	131,984
Physical Plant	1,362,595	1,356,700	202,243	569,007	585,450
Sub Total	<u>\$12,199,442</u>	<u>\$12,248,508</u>	<u>\$ 3,896,157</u>	<u>\$ 5,303,090</u>	<u>\$ 3,049,261</u>
CETA/Vocational Skills	\$ 578,899	\$ 431,314	\$ 11,549	\$ 257,419	\$ 182,346
Indo China Project	-	159,525	9,904	7,815	141,806
Sub Total	<u>\$12,778,341</u>	<u>\$12,839,347</u>	<u>\$ 3,917,610</u>	<u>\$ 5,548,324</u>	<u>\$ 3,373,413</u>
Plus de-obligated Budget		88,721			88,721
GRAND TOTAL	<u>\$12,778,341</u>	<u>12,928,068</u>	<u>3,917,610</u>	<u>5,548,324</u>	<u>3,462,134</u>
<b>GENERAL REVENUE:</b>					
Student Fees	171,000	174,200		88,926	85,274
Tuition	2,679,100	2,683,000		1,450,764	1,232,236
Property Taxes-Operations	1,685,354	1,628,595		646,557	982,038
Property Taxes-Tort	18,367	18,367		7,151	11,216
State General Aid	5,035,761	5,035,761		2,517,880	2,517,881
State Vocational Aid	1,074,811	1,074,764		357,124	717,640
Other State Support	-	55,581		55,581	-
State Capital Outlay	253,800	253,800		-	253,800
Federal Aid	1,444,766	1,533,877		307,375	1,226,502
Sales and Service	29,000	29,000		12,409	15,591
Other Revenue	107,000	123,224		131,596	(8,372)
Sub Total	<u>\$12,498,962</u>	<u>\$12,610,169</u>		<u>\$ 5,763,363</u>	<u>\$ 7,033,806</u>
Unrestricted Fund Balance	279,379	229,178		229,178	-
GRAND TOTAL	<u>\$12,778,341</u>	<u>\$12,839,347</u>		<u>\$ 5,805,541</u>	<u>\$ 7,033,806</u>
PLANT FUND EXPENDITURES:	\$ 2,748,354	\$ 2,748,354		\$ 1,364,275	\$ 2,366,079
PLANT FUND REVENUE:	\$ 1,714,354	\$ 1,714,354		\$ 1,676,858	\$ 1,037,498

**Footnote:**

As noted on October Report, due to addition to Budget of Indo-China Project, working Budget is in excess of Published Budget, and unless other Budget changes offset this excess, Board approval to amend the Budget will be requested in April for public hearing in May 1978.

	<u>Present Lane</u>	<u>Present Level</u>	<u>Present Salary</u>	<u>New Level</u>	<u>New Salary</u>	<u>Dollar Adjustment</u>
Mary Ann Harpel	225	9.0	\$ 19,017	10.0	\$19,633	\$ 616



*Snyders*

DES MOINES AREA COMMUNITY COLLEGE  
Regular Board Meeting  
Monday, December 12, 1977  
Ankeny Campus - Bldg. #2 - Room 15  
AGENDA

7:00 P.M. CALL TO ORDER

1. PUBLIC COMMENTS
  - a. Clay Robertson - student activities budget
2. APPROVAL OF MINUTES - November 14 regular meeting and  
November 28 special meeting
3. REPORTS
  - ✓a. ICASB - Kreager
  - ✓b. Mid-Iowa Educational Computer Center - Hetzel
  - c. Legislation and funding - Lowery
  - ✓d. Monthly financial - Snyders
4. COMMUNICATION
5. UNFINISHED BUSINESS
6. NEW BUSINESS
  - a. New Personnel
    - (1) Arlin Dempster, Machine Shop, Ankeny
    - (2) Anita Joan Deitrick, ADN, Ankeny
  - b. Resignations
    - (1) Eldon Bergstrom, Student Life Specialist with AIDP project,  
November 30, 1977
  - c. Leave of Absence Without Pay
    - (1) Joan Adams, Nursing, ½ day, November 23, 1977
    - (2) Virjama Hamilton, English, Boone, 1 day, January 3, 1978
  - d. Consideration of contract with Department of Transportation for  
disposal of 18 acres of Ankeny campus land within right-of-way for  
Highway #415.
  - e. Final acceptance of Phase IIIA, Part 1, parking lot project, and  
authorization for final payment to Iowa Road Builders in the amount  
of \$16,588.69 forty days after date of acceptance.
  - f. Resolution to offer student constructed house for sale (905 SE  
Wanda Drive, Ankeny) and establish "listing" price for same.
  - g. Appointment of DMACC board representative to the MIECC Board to  
serve for a 3-year term.
  - h. Consideration of personnel contract changes.

Resolution

6. NEW BUSINESS (continued)
  - i. Consideration of proposed board meeting schedule.
  - j. Consideration of board policy concerning overtime pay for classified, support and administrative personnel.
7. OTHER
8. PRESENTATION OF CLAIMS AND ACCOUNTS
9. ADJOURNMENT