Board of Directors Meeting Minutes (November 14, 1977)

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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 November 14, 1977. The meeting was called to order by Board President Donald Rowen at 8 p.m.

Members present: Harold Welin
Eldon Leonard
Murray Goodman
Max Kreager
Maurice Campbell
Walter Stover, Jr.
Walter Hetzel
Donald Rowen
Theodore Nemmers

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

It was moved by M. Kreager, seconded by T. Nemmers, that the minutes of the October 10 organizational and regular meetings, October 24 special meeting, and October 31 special meeting be approved with the following correction:

Page 2 of the October 10 organizational meeting, under ELECTION OF PRESIDENT, correction should be made to indicate that W. Stover made the motion rather than W. Hetzel.

The minutes were approved as corrected.

The monthly financial report was presented by Gene Snyders. A copy of report attached hereto and made a part of these minutes. ATTACHMENT D1

It was moved by E. Leonard, seconded by M. Campbell, that employment be offered to the following for the position indicated:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Annual Salary</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elaine House</td>
<td>Business &amp; Office</td>
<td>$12,859</td>
<td>Nov. 1, 1977</td>
</tr>
<tr>
<td>Patricia Halverson</td>
<td>Learning Center (1/2)</td>
<td>7,354</td>
<td>Nov. 1, 1977</td>
</tr>
<tr>
<td>Sandra Sellers</td>
<td>Mental Health Nursing</td>
<td>9,655</td>
<td>Dec. 1, 1977</td>
</tr>
<tr>
<td>William O'Keefe</td>
<td>Indo-Chinese Project</td>
<td>14,707</td>
<td>Nov. 16, 1977</td>
</tr>
<tr>
<td>Patricia Noble</td>
<td>Dietetic Technician</td>
<td>11,273</td>
<td>Nov. 14, 1977</td>
</tr>
</tbody>
</table>

Motion passed.
Regular Meeting

RESIGNATIONS

It was moved by M. Goodman, seconded by W. Stover, that the following resignations be accepted:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Donna Miller</td>
<td>AD Nursing</td>
<td>January 3, 1978</td>
</tr>
<tr>
<td>Margaret Watt</td>
<td>Business, CEC</td>
<td>September 16, 1977</td>
</tr>
</tbody>
</table>

Motion passed.

LEAVE OF ABSENCE WITHOUT PAY

It was moved by E. Leonard, seconded by M. Kreager, that the following leaves of absence without pay be approved:

- Bonnie Nelson, Nursing, Boone, 15 days
- Joan von Grabow, Nursing, Boone 1-1/2 days
- Wanda L. Bilsing, Office Occupations, 2 days
- Wilfred Von Mayr, Personnel Director, 3 days
- Cheryl Middendorf, Nursing, 42 days

Motion passed.

APPROVAL OF CONTRACT TO PROVIDE PRE-CAREER AND CAREER EDUCATIONAL OFFERINGS TO HIGH SCHOOL STUDENTS

It was moved by M. Goodman, seconded by T. Nemmers, to approve a joint contract under Chapter 28E of the Code between DMACC and Interstate 35 High School and United Community High School for the purpose of providing pre-career and career educational offerings to high school students for the current year.

Motion Passed.

APPOINTMENT OF MEMBERS TO ADVISORY COMMITTEES IN CAREER ED. PROGRAMS

It was moved by W. Stover, seconded by T. Nemmers, that the appointment of members to advisory committees in career education programs be approved as recommended. A copy of recommendations attached hereto and made a part of these minutes.

Motion passed.

REPRESENTATIVE TO AREA SCHOOL ADVISORY COMMITTEE ON STATE GENERAL AID

It was moved by E. Leonard, seconded by M. Goodman, that Max Kreager be appointed as DMACC Board representative to Area School Advisory Committee on State General Aid.

Motion passed.

MEMBERSHIP IN NATIONAL ASSOC. OF VETERANS PROGRAM ADMINISTRATORS

It was moved by M. Campbell, seconded by M. Goodman, to approve institutional membership in National Association of Veterans Program Administrators for 1977-78 in the amount of $30 to be paid from the funds received to support the Coordinator of Veterans Affairs.

Motion passed.
CARROLL BUILDING
TRADES PROGRAM
HOUSE PROJECT

It was moved by M. Campbell, seconded by H. Welin, to approve revised estimate costs of materials and labor on Carroll Building Trades Program house project for 1977-78. A copy is attached hereto and made a part of these minutes. Attachment B3.

Motion passed.

BIKE TRAIL
PROJECT

It was moved by E. Leonard, seconded by M. Campbell, to approve final acceptance of bike trail project with the city of Ankeny and DOT and approval of payment of $5,080 to the city of Ankeny.

Motion passed.

BIDS FOR PURCHASE
OF 5 ACRES OF
ANKENY CAMPUS LAND

D. Rowen relinquished the chair to E. Leonard and moved to accept the bid for purchase of 5 acres of Ankeny campus land (bids were opened at 2:00 p.m. on November 10). E. Leonard returned the chair to D. Rowen and seconded the motion. A roll call vote was taken as follows:

AYES: E. Leonard
        T. Nemmers
        D. Rowen

NAYS: W. Stover
        M. Kreager
        W. Hetzel
        M. Goodman
        M. Campbell
        H. Welin

Motion did not pass.

PHASE III
BLDG. PROGRAM

There will be a special board meeting at 5:30 p.m., November 28, 1977, to discuss the Phase III Building Program.

ELECTION OF MEMBER
TO BOARD OF DIRECTORS OF IASB

It was moved by H. Welin, seconded by E. Leonard, to nominate Nels Turnquist, Southeast Polk Community School District, as a member to the Board of Directors of IASB for a 3-year term beginning January, 1978.

Motion passed.

NCA VISITATION
REPORT

NCA visitation report given by Joe Borgen. In the spring of 1979, there will be an on-site visitation regarding reaccreditation by North Central Association. W. Stover and E. Leonard expressed a desire to be on the Institutional Future Committee; W. Hetzel and M. Kreager are interested in serving on the Financial Resources Committee.
Regular Meeting

November 14, 1977

DMACC LABOR STUDIES ADVISORY COMMITTEE

It was moved by E. Leonard, seconded by M. Kreager, that the appointment of members to the Labor Studies Advisory Committee be approved as recommended. A copy attached hereto and made a part of these minutes. Attachment #4.

Motion passed.

CLAIMS & ACCOUNTS

It was moved by M. Kreager, seconded by W. Hetzel, that the Claims and Accounts be approved as presented, attachment #5.

Motion passed.

ADJOURNMENT

It was moved by E. Leonard, seconded by W. Stover, that the meeting be adjourned. Motion passed, and the meeting adjourned at 10:30 p.m.

EUGENE R. SNYDER, Secretary

DONALD P. ROWEN, President
### Cash Position - Financial Report

#### October 31, 1977

<table>
<thead>
<tr>
<th>ANKENY NATIONAL BANK</th>
<th>BANKERS TRUST</th>
</tr>
</thead>
<tbody>
<tr>
<td>General, Agency, Auxiliary Scholarship &amp; Loan Funds</td>
<td>Special Plant Fund</td>
</tr>
</tbody>
</table>

#### Cash in Bank

<table>
<thead>
<tr>
<th>Description</th>
<th>ANKENY NATIONAL BANK</th>
<th>BANKERS TRUST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance Forward Oct. 1, 1977</td>
<td>$15,610.83</td>
<td>$3,031.03</td>
</tr>
<tr>
<td>Plus Receipts - Oct.</td>
<td>$2,812,912.83</td>
<td>236,803.94</td>
</tr>
<tr>
<td>Less Disbursements - Oct.</td>
<td>$2,833,858.06</td>
<td>232,339.04</td>
</tr>
<tr>
<td>Cash in Bank October 31, 1977</td>
<td>$(5,334.40)</td>
<td>$7,495.93</td>
</tr>
</tbody>
</table>

#### Investments:

<table>
<thead>
<tr>
<th>Description</th>
<th>ANKENY NATIONAL BANK</th>
<th>BANKERS TRUST</th>
</tr>
</thead>
<tbody>
<tr>
<td>C.D. 6½% due 1-3-78</td>
<td></td>
<td>1,035,000.00</td>
</tr>
<tr>
<td>C.D.'s Various maturities</td>
<td></td>
<td>6,930,000.00</td>
</tr>
<tr>
<td>Savings Account 5%</td>
<td>149,997.18</td>
<td>333,973.74</td>
</tr>
<tr>
<td>C.D. 6 1/8% due 11-30-77</td>
<td>800,000.00</td>
<td></td>
</tr>
<tr>
<td>TOTAL CASH &amp; INVESTMENTS</td>
<td>$944,662.78</td>
<td>$6,937,495.93</td>
</tr>
</tbody>
</table>

#### Notes:

- Sinking Fund includes $1,034,165.56 final loan payment due Bankers Trust on January 3, 1978.
- Special Plant Fund includes new 5 year loan monies received from Bankers Trust Company on July 11, 1977 - presently invested in C.D.'s.
### ASSETS

#### CASH & INVESTMENTS

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>Cash in Bank - Checking</td>
<td>$37,369</td>
</tr>
<tr>
<td>102</td>
<td>Petty Cash - Ankeny Checking</td>
<td>1,060</td>
</tr>
<tr>
<td>103</td>
<td>Petty Cash - Boone Checking</td>
<td>5,000</td>
</tr>
<tr>
<td>119</td>
<td>Cash in Bank - Payroll</td>
<td>10,076</td>
</tr>
<tr>
<td>120</td>
<td>Returned Checks</td>
<td>7,869</td>
</tr>
<tr>
<td>122</td>
<td>Petty Cash</td>
<td>1,225</td>
</tr>
<tr>
<td>125</td>
<td>Cash Over &amp; Short</td>
<td>194</td>
</tr>
<tr>
<td>130</td>
<td>Investments in CD's</td>
<td>800,000</td>
</tr>
<tr>
<td>135</td>
<td>Investments in Savings Account</td>
<td>149,997</td>
</tr>
</tbody>
</table>

**TOTAL CASH & INVESTMENTS** $1,012,790

#### ACCOUNTS RECEIVABLES

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>144</td>
<td>Due from State</td>
<td>254,194</td>
</tr>
<tr>
<td>145</td>
<td>Due from Federal</td>
<td>214,564</td>
</tr>
<tr>
<td>146</td>
<td>Due from Others</td>
<td>26,749</td>
</tr>
</tbody>
</table>

Budgeted Revenue FY 78 $12,740,964  
Less Amount Received 4,325,739  
Balance to Receive 8,415,225  
**TOTAL ACCOUNTS RECEIVABLE** 8,910,732

#### EXPENDIBLE SUPPLIES, INVENTORY

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
</table>

**TOTAL EXPENDIBLE SUPPLIES, INVENTORY** 20,047

#### CONSTRUCTION WORK IN PROGRESS

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>169</td>
<td>Carroll House #3 - Under Construction</td>
<td>18,394</td>
</tr>
<tr>
<td></td>
<td>Carroll House #4 - Lot Only</td>
<td>8,902</td>
</tr>
<tr>
<td></td>
<td>Ankeny House #10 Under Construction</td>
<td>37,905</td>
</tr>
<tr>
<td></td>
<td>#11 Under Construction</td>
<td>7,488</td>
</tr>
<tr>
<td></td>
<td>#12 Lot Only</td>
<td>6,930</td>
</tr>
<tr>
<td></td>
<td>#13 Lot Only</td>
<td>8,100</td>
</tr>
</tbody>
</table>

**TOTAL CONSTRUCTION WORK IN PROGRESS** 87,719

**TOTAL ASSETS** $10,031,288
## DES-MOINES AREA COMMUNITY COLLEGE
### GENERAL FUND INTERIM BALANCE SHEET
#### OCTOBER 31, 1977

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

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>271</td>
<td>DEFERRED INCOME</td>
<td>$119,640</td>
</tr>
<tr>
<td>201</td>
<td>ACCOUNTS PAYABLE</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Budgeted Expenditures</td>
<td>$12,944,463</td>
</tr>
<tr>
<td></td>
<td>Less Expended to Date</td>
<td>3,626,181</td>
</tr>
<tr>
<td></td>
<td>Balance to be Expended</td>
<td>9,318,282</td>
</tr>
</tbody>
</table>

**TOTAL LIABILITIES** $9,437,922

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>311</td>
<td>UNRESTRICTED FUND BALANCE</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Balance Forward, July 1, 1977</td>
<td>796,865</td>
</tr>
<tr>
<td></td>
<td>Revenue FY 78 to Oct. 31, 77</td>
<td>4,325,739</td>
</tr>
<tr>
<td></td>
<td>Disbursements FY 78 to Oct. 31, 77</td>
<td>3,626,181</td>
</tr>
<tr>
<td></td>
<td>Net Revenue Over Disbursements</td>
<td>699,558</td>
</tr>
<tr>
<td></td>
<td>FUND BALANCE October 31, 1977</td>
<td>1,496,423</td>
</tr>
<tr>
<td></td>
<td>Working Budget Revenue FY 78</td>
<td>12,740,964</td>
</tr>
<tr>
<td></td>
<td>Less Amount Received to 10-31-77</td>
<td>4,325,739</td>
</tr>
<tr>
<td></td>
<td>Balance to be Received by 6-30-77</td>
<td>8,415,225</td>
</tr>
<tr>
<td></td>
<td>Working Budget Disbursements FY 78</td>
<td>12,944,463</td>
</tr>
<tr>
<td></td>
<td>Less Disbursed to Oct. 31,1977</td>
<td>3,626,181</td>
</tr>
<tr>
<td></td>
<td>Balance to be Disbursed by 6-30-78</td>
<td>(9,318,282)</td>
</tr>
</tbody>
</table>

**PROJECTED FUND BALANCE June 30, 1978** 593,366

**TOTAL LIABILITIES & FUND BALANCE** $10,031,288
## DES MOINES AREA COMMUNITY COLLEGE
### BUDGET BALANCE SHEET
#### October 31, 1977

### GENERAL FUND DISBURSEMENTS:

<table>
<thead>
<tr>
<th>Fund</th>
<th>Published &amp; Board Approved Budget March 14, 1977</th>
<th>Working Budget</th>
<th>Amount Encumbered</th>
<th>Amount Expended or Received</th>
<th>Working Budget Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arts &amp; Sciences</td>
<td>$1,934,015</td>
<td>$1,833,228</td>
<td>$1,270,788</td>
<td>$397,142</td>
<td>$165,298</td>
</tr>
<tr>
<td>Career Education</td>
<td>4,297,300</td>
<td>4,474,474</td>
<td>2,716,565</td>
<td>1,260,914</td>
<td>496,995</td>
</tr>
<tr>
<td>Adult Education</td>
<td>1,745,300</td>
<td>1,515,129</td>
<td>421,908</td>
<td>388,113</td>
<td>705,108</td>
</tr>
<tr>
<td>Vice President-Instruction</td>
<td>1,245,294</td>
<td>1,238,860</td>
<td>543,767</td>
<td>446,281</td>
<td>248,792</td>
</tr>
<tr>
<td>Administration</td>
<td>1,123,708</td>
<td>1,139,845</td>
<td>640,413</td>
<td>385,423</td>
<td>114,009</td>
</tr>
<tr>
<td>Student Life</td>
<td>491,230</td>
<td>473,457</td>
<td>194,784</td>
<td>145,617</td>
<td>132,886</td>
</tr>
<tr>
<td>Physical Plant</td>
<td>1,362,595</td>
<td>1,356,700</td>
<td>262,472</td>
<td>405,636</td>
<td>688,592</td>
</tr>
<tr>
<td><strong>Sub Total</strong></td>
<td>$12,199,442</td>
<td>$12,201,072</td>
<td>$6,129,473</td>
<td>$3,460,113</td>
<td>$2,611,486</td>
</tr>
<tr>
<td>CETA/Vocational Skills (CIVEC)</td>
<td>578,899</td>
<td>583,866</td>
<td>227,839</td>
<td>164,762</td>
<td>191,265</td>
</tr>
<tr>
<td>Indo China Project</td>
<td>159,525</td>
<td>4,320</td>
<td>1,306</td>
<td>153,899</td>
<td></td>
</tr>
<tr>
<td><strong>Sub Total</strong></td>
<td>$12,778,341</td>
<td>$12,944,463</td>
<td>$6,361,632</td>
<td>$3,626,181</td>
<td>$2,956,650</td>
</tr>
<tr>
<td>Plus De-obligated Budget</td>
<td>122,394</td>
<td></td>
<td></td>
<td>122,394</td>
<td></td>
</tr>
<tr>
<td><strong>GRAND TOTAL</strong></td>
<td>$12,778,341</td>
<td>$13,066,857</td>
<td>$6,361,632</td>
<td>$3,626,181</td>
<td>$3,079,044</td>
</tr>
</tbody>
</table>

### GENERAL FUND REVENUE:

<table>
<thead>
<tr>
<th>Source</th>
<th>Published &amp; Board Approved Budget March 14, 1977</th>
<th>Working Budget</th>
<th>Amount Encumbered</th>
<th>Amount Expended or Received</th>
<th>Working Budget Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Fees</td>
<td>171,000</td>
<td>174,200</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuition</td>
<td>2,679,000</td>
<td>2,683,000</td>
<td></td>
<td></td>
<td>1,838,161</td>
</tr>
<tr>
<td>Property Taxes - Operations</td>
<td>1,683,354</td>
<td>1,628,595</td>
<td>208,017</td>
<td>1,419,678</td>
<td></td>
</tr>
<tr>
<td>Property Taxes - Tort</td>
<td>14,183</td>
<td>18,367</td>
<td>2,110</td>
<td>16,257</td>
<td></td>
</tr>
<tr>
<td>State General Aid</td>
<td>5,035,761</td>
<td>5,035,761</td>
<td>2,517,880</td>
<td>2,517,881</td>
<td></td>
</tr>
<tr>
<td>State Vocational Aid</td>
<td>1,074,814</td>
<td>1,074,764</td>
<td>357,124</td>
<td>717,640</td>
<td></td>
</tr>
<tr>
<td>Other State Support</td>
<td>55,581</td>
<td></td>
<td>55,581</td>
<td></td>
<td></td>
</tr>
<tr>
<td>State Capital Outlay</td>
<td>253,800</td>
<td>253,800</td>
<td>253,800</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal Aid</td>
<td>1,444,766</td>
<td>1,669,092</td>
<td>1,510,002</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sales &amp; Service</td>
<td>29,000</td>
<td>29,000</td>
<td>29,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Revenue</td>
<td>107,000</td>
<td>118,804</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Sub Total</strong></td>
<td>$12,698,962</td>
<td>$12,740,964</td>
<td>$4,325,739</td>
<td>$8,413,225</td>
<td></td>
</tr>
<tr>
<td>Unrestricted Fund Balance</td>
<td>279,379</td>
<td>203,499</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>GRAND TOTAL</strong></td>
<td>$12,778,341</td>
<td>$12,944,463</td>
<td>$4,529,238</td>
<td>$8,413,225</td>
<td></td>
</tr>
</tbody>
</table>

### PLANT FUND EXPENDITURES

<table>
<thead>
<tr>
<th>Source</th>
<th>Published &amp; Board Approved Budget March 14, 1977</th>
<th>Working Budget</th>
<th>Amount Encumbered</th>
<th>Amount Expended or Received</th>
<th>Working Budget Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Sub Total</strong></td>
<td>$2,748,354</td>
<td>$2,748,354</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### PLANT FUND REVENUE

<table>
<thead>
<tr>
<th>Source</th>
<th>Published &amp; Board Approved Budget March 14, 1977</th>
<th>Working Budget</th>
<th>Amount Encumbered</th>
<th>Amount Expended or Received</th>
<th>Working Budget Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Sub Total</strong></td>
<td>$1,714,354</td>
<td>$2,714,354</td>
<td></td>
<td></td>
<td>$1,497,558</td>
</tr>
</tbody>
</table>

### FOOTNOTES:

1. Career Ed Working Budget includes $75,731 for Auto Body and $27,703 for Upholstery programs, formerly CIVEC programs funded by CIRALS.
2. New Special Funded Federal Grant of $159,525 for Indo China Project shown separately and being accounted for in the Restricted General Fund. Off-setting revenue included in "Federal Aid" Revenue Budgeted amount.
3. Expense Working Budget is in excess of Published Budget, with Indo China Project included. Unless other circumstances change, and/or legal authority is given to ignore Restricted General Fund expenses from Published Budget limitations, the General Fund Budget will need to be amended prior to June, 1978. Board approval for such amendment will be requested, if required, in April, with Public Hearing for May, 1978.
DES MOINES AREA COMMUNITY COLLEGE
Auto Service, Carroll
Secondary Education
Advisory Committee
Fall 1977

Three-Year Term

Ray Beckman
Parts Manager
Koberg Chevrolet
Carroll, Iowa 51401
Home Address: 1908 N. Main
Telephone: 712 792-2674

Steve Thomsen
TNT Performance
Carroll, Iowa 51401
Home Address: 214 N. East
Telephone: 712 792-1603

Allen Headlie, Manager
Headlie Ford
601 Park
Coon Rapids, Iowa 50058
Telephone: 712 683-2202

Two-Year Term

Ray Billmeier
312 S. Gate Place
Carroll, Iowa 51401
(Manager, Sieg Co.)
Telephone: 712 792-4778

DeWayne McCord
1345 Salinger
Carroll, Iowa 51401
(Machinist, Arnold Motors)
Telephone: 712 792-9725

One-Year Term

Elmer Buswell
Montgomery Ward Auto Service
Hiway 30 East
Carroll, Iowa 51401
Home Phone: 712 792-4296

Max Nile, Manager
Niles Chevrolet
608 Railway
Coon Rapids, Iowa 50058
Telephone: 712 684-2235

Harold Weidner
Weidner Service
Glidden, Iowa 51443
Telephone: 712 659-3064
ADVISORY COMMITTEE RECOMMENDATIONS
BY CATEGORIES

FISCAL YEAR _FY'78_

PROGRAM __Auto Service--Carroll__

<table>
<thead>
<tr>
<th>Advisory Members Name</th>
<th>Former Student</th>
<th>Current Student</th>
<th>Supervisor</th>
<th>Worker in this Field</th>
<th>Union Member</th>
<th>Out of Des Moines Area</th>
<th>Number of Prior Years Service on Committee</th>
</tr>
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<tbody>
<tr>
<td>Ray Billmeier</td>
<td></td>
<td>X</td>
<td>X</td>
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<td>DeWayne McCord</td>
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<tr>
<td>Elmer Buswell</td>
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<tr>
<td>Harold Weidner</td>
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<tr>
<td>Max Nile</td>
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<tr>
<td>Allen Headlie</td>
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<td>Ray Beckman</td>
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<tr>
<td>Steve Thomsen</td>
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<td></td>
<td>X</td>
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</table>
Three-Year Term

Harold Bierl
Bierl Development Corp.
Highway 30 East
Carroll, Iowa 51401
Telephone: 712 792-4318

Robert Badding
Badding Construction
814 W. 9th
Carroll, Iowa 51401
Telephone: 712 792-4123

Don Kanne
Kanne Construction
432 E. 6th
Carroll, Iowa 51401
Telephone: 712 792-9325

Terry Halbur
1311 N. Main
Carroll, Iowa 51401
Telephone: 792-2553

Two-Year Term

Louis Gre'teman
805 N. Main
Carroll, Iowa 51401
Telephone: 712 792-9730

Jack Ramaekers
Midwest Wholesale Building Products
324 N. Court
Carroll, Iowa 51401
Telephone: 712 792-4581

Lee Nation
Fullerton Lumber Co.
Heires Drive
Carroll, Iowa 51401
Telephone: 712 792-9226

One-Year Term

Paul A. Walz, Supt.
Walz Construction Co.
306 N. Main St.
Carroll, Iowa 51401
Telephone: 712 792-1187

Roman Steffes
Goetzinger & Steffes Builders
120 S. Adams
Carroll, Iowa 51401
Telephone: 712 792-9346

Virgil Baumhover
Baumhover Construction, Inc.
621 E. 11
Carroll, Iowa 51401
Telephone: 712 792-9831
### ADVISORY COMMITTEE RECOMMENDATIONS
#### BY CATEGORIES

**FISCAL YEAR** FY'78

**PROGRAM** Building Trades—Carroll

<table>
<thead>
<tr>
<th>Advisory Members Name</th>
<th>Former Student</th>
<th>Current Student</th>
<th>Supervisor</th>
<th>Worker in this Field</th>
<th>Union Member</th>
<th>Out of Des Moines Area</th>
<th>Number of Prior Years Service on Committee</th>
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<tbody>
<tr>
<td>Harold Bieri</td>
<td></td>
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<td>Developer Owner x</td>
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<tr>
<td>Jon Kanne</td>
<td></td>
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<td>Owner       x</td>
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<tr>
<td>Robert Badding</td>
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<td>Owner       x</td>
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<tr>
<td>Wes Greteman</td>
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<td>Realtor Owner x</td>
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<td>Jack Ramaekers</td>
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<td>Lumber Owner x</td>
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<td>Lee Nation</td>
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<td>Lumber Manager x</td>
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<td>Paul A. Walz</td>
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<td>Owner       x</td>
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<td>Roman Steffes</td>
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<td>Owner       x</td>
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<tr>
<td>Virgil Baumhover</td>
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<td>Owner       x</td>
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</table>
DES MOINES AREA COMMUNITY COLLEGE

BOOKKEEPING-ACCOUNTING ADVISORY COMMITTEE

Fall, 1977

Three-Year Term

Jim Henkel, CPA
Citizens National Bank
Boone, IA 50036
Telephone: 432-8636

Jim Bintner
Charles Gabus Ford
4545 Merle Hay Road
Telephone: 278-7600

Dr. A. Douglas Hillman
Department of Business Administration
Drake University
26th and University
Des Moines, IA 50311
Telephone: 271-2720

Two-Year Term

Garrett W. Bartley, Controller
Triple "P" Feeds
10104 Douglas Avenue
Des Moines, IA
Telephone: 276-5406

James McDermott, Treasurer
Woodford Mfg. Company
1626 Delaware
Des Moines, IA 50317
Telephone: 262-5638

One-Year Term

Larry P. Anderson
Personnel Manager
Quinn Machinery
Division of Zeidlers, Inc.
P. O. Box 130
Boone, IA
Telephone 432-3553

Bentley DeMars
Controller & Treasurer
Cadco
10100 Douglas
Des Moines, IA
Telephone: 276-5417

Don Darnell
Meredith Printing
P. O. Box 1394
Des Moines, IA
Telephone: 284-9446

Ms. Phyllis Collison
Investment Assistant
Preferred Risk Insurance
111 Ashworth Road
West Des Moines, IA
Telephone: 225-5000
<table>
<thead>
<tr>
<th>Advisory Members Name</th>
<th>Former Student</th>
<th>Current Student</th>
<th>Supervisor</th>
<th>Worker in this Field</th>
<th>Union Member</th>
<th>Out of Des Moines Area</th>
<th>Number of Prior Years Service on Committee</th>
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<tr>
<td>Henkel, Jim</td>
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<td>Binter, Jim</td>
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<td>Hillman, Douglas</td>
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<td>McBormott, James</td>
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<td>Anderson, Larry</td>
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<td>Darnell, Don</td>
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<td>DeMaris</td>
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<tr>
<td>Collison</td>
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### CARROLL BUILDING TRADES PROGRAM
#### HOUSE PROJECT
#### 1977-78

<table>
<thead>
<tr>
<th>Description</th>
<th>Original Estimate</th>
<th>Revised Estimate</th>
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<tbody>
<tr>
<td>Lot has already been purchased</td>
<td>$ 8,850</td>
<td>$ 8,850</td>
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<tr>
<td>Digging and landscaping</td>
<td>600</td>
<td>600</td>
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<tr>
<td>Block and blocklaying (subcontract) 10% by statement</td>
<td>1,900</td>
<td>2,900</td>
</tr>
<tr>
<td>Plumbing and heating (subcontract)</td>
<td>4,500</td>
<td>4,950</td>
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<tr>
<td>Concrete, sand and gravel</td>
<td>2,200</td>
<td>2,400</td>
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<tr>
<td>House structure</td>
<td>17,500</td>
<td>19,250</td>
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<tr>
<td>Electrical (subcontract - all rough in by students)</td>
<td>1,500</td>
<td>1,550</td>
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<tr>
<td>Electrical Fixtures</td>
<td>450</td>
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<tr>
<td>Drywall (includes garage)</td>
<td>1,500</td>
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<tr>
<td>Painter and paint (student stained exterior)</td>
<td>1,000</td>
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<tr>
<td>Carpet (includes installation)</td>
<td>1,700</td>
<td>1,800</td>
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<tr>
<td>Misc. (utilities, etc.) (concrete finishing)</td>
<td>800</td>
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<tr>
<td></td>
<td><strong>$42,500</strong></td>
<td><strong>$46,350</strong></td>
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</tbody>
</table>

Contracts for digging, block and block laying, plumbing and heating and electrical have been received.

We have received estimates as of today's prices, however, formal contracts on house structure are unattainable because of price changes. Drywall and carpet contracts are forthcoming.
DT S MO I Nt'S AREA COMMUNITY COLLEGE
LABOR STUDIES ADVISORY COMMITTEE
FALL, 1977

Three-Year Term

Charles McKenna
International Representative
United Auto Workers
2525 E. Euclid, Suite 201
Des Moines, IA 50317
Telephone: 265-9877

Harold Bulken
D.M. Musicians 75
416 E. Gray
Des Moines, IA 50315
Telephone: 282-0871

Ruth Braskfield, President
Graphic Arts International 71B
504 5th Street
P. O. Box 145
West Des Moines, IA 50265

Frank Steinbach
1st Vice President
U.A.W. 450
4598 6th Ave.
Des Moines, IA 50313
Telephone: 283-1784

Two-Year Term

Ron Montgomery
Business Manager
International Pressman
2000 Walker, Suite D
Des Moines, IA 50317
Telephone: 265-1190

Mark Smith
Center for Labor and Management
University of Iowa
Iowa City, IA 52240
Telephone: (319) 353-4274

Perry Chapin
United Rubber Workers 310
2909 E. 38th Street
Des Moines, IA 50317
Telephone: 288-9547

Jim Wengert, Secretary-Treasurer
Iowa Federation of Labor
2000 Walker
Des Moines, IA 50317
Telephone: 262-9571

Charles Gifford, President
State C.A.P. United Auto Workers
2525 E. Euclid, Suite 201
Des Moines, IA 50317
Telephone: 265-9877

One-Year Term

Max Tipton, President
U.A.W. 997
P. O. Box 278
Newton, IA 50208
Telephone: 792-5005

Roger Millang
Brick Layers Local #2
1800 Grand
Bldg. 20 - Apt. 297
West Des Moines, IA 50265
Telephone: 243-1731

Philip Langerman
Dean of Continuing Education
Drake University
2700 University
Des Moines, IA 50513
Telephone: 271-2181

Des Moines Area Community College Representatives: Don Rowen
Lois Campbell
C. J. Kleywegt
NOTICE OF SPECIAL BOARD MEETING
OF
DES MOINES AREA COMMUNITY COLLEGE BOARD OF DIRECTORS

Monday, October 31, 1977
Building #2 - Room 215
(Formerly Bldg. #31)
Ankeny Campus

5:30 - 6:30 P.M. HEAR PRESENTATIONS FROM THE FOLLOWING GROUPS WITHIN THE COLLEGE CONCERNING SALARY ADJUSTMENTS AND FRINGE BENEFITS FOR FY79:

(a) Administrative - Manager
(b) Auxiliary Services - Director
(c) Faculty Association - President
(d) Food Service - Director
(e) Plant Operations & Maintenance - Director
(f) Secretarial/Clerical - Manager

6:30 - 7:00 P.M. DINNER

7:00 - CONSIDERATION OF PROPOSALS MADE BY THE VARIOUS GROUPS

286 Agreement

"An Equal Opportunity Employer"