

Des Moines Area Community College

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Board of Directors Meeting Minutes

12-18-2018

Board of Directors Meeting Minutes (December 18, 2018)

DMACC

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Board of Directors
Des Moines Area Community College

Telephonic Board Meeting
December 18, 2018 – 4:00 p.m.

Building 22 Conference Room; DMACC Ankeny Campus
2006 South Ankeny Boulevard; Ankeny, Iowa

AGENDA

1. Call to order.
2. Roll call.
3. Consideration of tentative agenda.
4. Public comments.
5. Consent Items:
 - a. HR Report
6. Board Report 18-130. Legacy Plaza Buildings 17 and 18 Roof Replacement.
7. Board Report 18-131. Designation and Approval of Last Dollar Scholars Eligible Programs.
8. Adjourn.

**Board of Directors
Des Moines Area Community College**

**SPECIAL MEETING
December 18, 2018**

A telephonic meeting of the Des Moines Area Community College Board of Directors was held on December 18, 2018. This special meeting was necessary to approve a time-sensitive issue, and it was cost-effective to hold the meeting via conference call. Board Chair Joe Pugel called the meeting to order at 4:02 p.m.

ROLL CALL

Members present: Fred Greiner.

Members connected via telenet: Fred Buie, Cheryl Langston, Denny Presnall, Joe Pugel and Madelyn Tursi.

Members absent: Felix Gallagher, Kevin Halterman, Jim Knott.

Others present: Robert Denson, President; Carolyn Farlow, Board Secretary; Greg Martin, Board Treasurer; Stan Jensen, Executive Vice President of College Operations; Kim Didier, Executive Director of DMACC Business Resources; Joe Baxter, Director of Construction Services; Sandy Tryon, Executive Director of Human Resources; Shelli Allen, Vice President of Enrollment Services.

APPROVE AGENDA

Tursi moved; seconded by Langston to approve the agenda. Motion passed unanimously. Aye- Buie, Greiner, Langston, Presnall, Pugel, Tursi. Nay-none.

PUBLIC COMMENTS

None.

CONSENT ITEM

Tursi moved; seconded by Greiner to approve the consent items: a) Human Resources report (Attachment #1). Motion passed unanimously. Aye- Buie, Greiner, Langston, Presnall, Pugel, Tursi. Nay-none.

**LEGACY PLAZA BUILDINGS 17
AND 18 ROOF REPLACEMENT**

Board Report 18-130. Attachment #2. Buie moved; seconded by Tursi recommending that the Board adopt the resolution approving plans and specifications, form of contract and estimated costs for the Legacy Plaza Buildings 17 and 18 Roof Replacement and recommending that the Board award the contract to Academy Roofing.

Motion passed on a roll call vote. Aye- Buie, Greiner, Langston, Presnall, Pugel, Tursi. Nay-none.

**DESIGNATION AND
APPROVAL OF LAST DOLLAR
SCHOLARS ELIGIBLE
PROGRAMS**

Board Report 18-131. Presnall moved; seconded by Tursi recommending that the Board designate the Network & System Administration/ Administrator Program, the Modeling, Virtual Environments & Simulations Program, the Automotive Mechanic Technicians Program, the

Farm Equipment & Diesel Technology Program, and the Water Quality and Wastewater Treatment Management and Recycling Technology/Technician Program as Last Dollar Scholars programs.

Motion passed unanimously. Aye- Buie, Greiner, Langston, Presnall, Pugel, Tursi. Nay-none.

ADJOURN

Pugel moved; seconded by Greiner to adjourn. Motion passed unanimously and at 4:23 p.m. Board Chair Joe Pugel adjourned the meeting. Aye- Buie, Greiner, Langston, Presnall, Pugel, Tursi. Nay-none.



JOE PUGEL, Board Chair



CAROLYN FARLOW, Board Secretary

AGENDA ITEM Human Resources Report

BACKGROUND

I. New Employee

Replacement Position

- 1. Cook, Kevin**
Instructor, Economics
Boone Campus
Annual Salary: \$48,407
Effective: January 2, 2019
Continuing Contract
- 2. Lumley, Logan**
Instructor, Culinary Arts
Hunziker Center
Annual Salary: \$49,982
Effective: January 2, 2019
Continuing Contract

RECOMMENDATION

It is moved that the Board accepts the President's recommendation as to the above personnel actions.

Ankeny, Iowa
December 18, 2018

The Board of Directors of the Des Moines Area Community College (Merged Area XI) in the Counties of Adair, Audubon, Boone, Carroll, Cass, Clarke, Crawford, Dallas, Greene, Guthrie, Hamilton, Hardin, Jasper, Lucas, Madison, Mahaska, Marion, Marshall, Polk, Poweshiek, Shelby, Story and Warren, State of Iowa, met in special session on the 18th day of December, 2018 at 4:00 p.m. at the DMACC Commons, Building 22, Eldon Leonard Board Room, at the Ankeny Campus of the College, 2006 S. Ankeny Boulevard, in Ankeny, Iowa 50023. The meeting was called to order and there were present, either in person or by telephone conference call, the following named Board Members:

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Joseph Pugel, President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kevin Halterman	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Felix Gallagher	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Madelyn Tursi	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Buie	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Greiner	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cheryl Langston	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jim Knott	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dennis Presnall	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Matters were discussed concerning the plans, specifications, form of contract and estimated costs for the Legacy Plaza Buildings 17 and 18 Roof Replacement Project. Following a discussion of the proposal, there was introduced and caused to be read a resolution entitled "A RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED COSTS FOR THE LEGACY PLAZA BUILDINGS 17 AND 18 ROOF REPLACEMENT PROJECT." The resolution was moved and seconded, and after due consideration of said resolution by the Board, the President put the question on the motion and, the roll being called, the following named Board Members voted as follows:

<u>Name</u>	<u>Moved</u>	<u>Seconded</u>	<u>Aye</u>	<u>Nay</u>
Joseph Pugel	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kevin Halterman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Felix Gallagher	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Madelyn Tursi	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Buie	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Greiner	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cheryl Langston	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jim Knott	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dennis Presnall	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Whereupon, the President declared said resolution, a copy of which is attached hereto, duly adopted and signed his approval thereto.

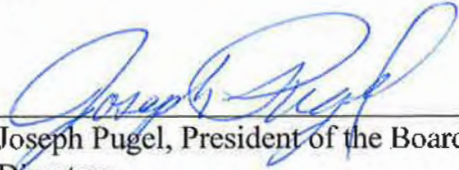
Matters were then discussed concerning the awarding of the construction contract for the Legacy Plaza Buildings 17 and 18 Roof Replacement Project. Following a discussion of the proposal, there was introduced and caused to be read a resolution entitled "A RESOLUTION AWARDING THE CONSTRUCTION CONTRACT FOR THE LEGACY PLAZA BUILDINGS 17 AND 18 ROOF REPLACEMENT PROJECT." The resolution was moved and seconded, and after due consideration of said resolution by the Board, the President put the question on the motion and, the roll being called, the following named Board Members voted as follows:

<u>Name</u>	<u>Moved</u>	<u>Seconded</u>	<u>Aye</u>	<u>Nay</u>
Joseph Pugel	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kevin Halterman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Felix Gallagher	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Madelyn Tursi	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Buie	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fred Greiner	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cheryl Langston	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jim Knott	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dennis Presnall	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Whereupon, the President declared said resolution, a copy of which is attached hereto, duly adopted and signed his approval thereto.

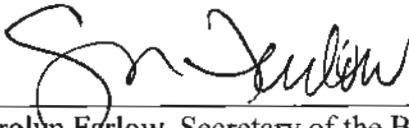
* * * * *

Upon motion and vote, the meeting adjourned.



 Joseph Pugel, President of the Board of Directors

Attest:



 Carolyn Earlow, Secretary of the Board of Directors

RESOLUTION

A RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED COSTS FOR THE LEGACY PLAZA BUILDINGS 17 AND 18 ROOF REPLACEMENT PROJECT.

WHEREAS, Des Moines Area Community College (hereinafter referred to as the "College"), is an area community college and a body politic organized and existing under the laws of the State of Iowa; and

WHEREAS, the roofs of Buildings 17 and 18 on the Legacy Plaza Campus, Newton, Iowa need to be replaced; and

WHEREAS, OPN Architects (the "Architect") has prepared plans, specifications, a form of contract and estimated costs of the Legacy Plaza Buildings 17 and 18 Roof Replacement Project (the "Project"); and

WHEREAS, on December 10, 2018, a public hearing was held on the Project and the plans, specifications, form of contract and estimated costs therefore and all comments relating thereto have been heard.

NOW, THEREFORE, be it resolved by the Board of Directors of the Des Moines Area Community College, as follows:

Section 1. That at the public hearing held on the Project, all interested persons who appeared at the hearing were given an opportunity to file their objections to the proposed plans, specifications, form of contract and estimated costs of the Project, and that all objections and comments have been heard and considered and all such objections are hereby overruled.

Section 2. That the said plans, specifications, form of contract and estimates of costs are hereby approved as the plans, specifications, form of contract and estimates of costs for the Project.

Section 3. That the officials of the College are hereby authorized to take such further action as may be necessary to carry out the intent and purpose of this Resolution.

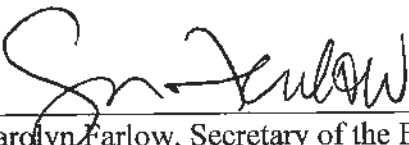
Section 4. That all Resolutions and parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved this 18th of December, 2018.



Joseph Pugel, President of the Board of
Directors

Attest:



Carolyn Farlow, Secretary of the Board of Directors

RESOLUTION

A RESOLUTION AWARDING THE CONSTRUCTION CONTRACT FOR THE LEGACY PLAZA BUILDINGS 17 AND 18 ROOF REPLACEMENT PROJECT.

WHEREAS, Des Moines Area Community College (hereinafter referred to as the "College"), is an area community college and a body politic organized and existing under the laws of the State of Iowa; and

WHEREAS, the roofs of Buildings 17 and 18 on the Legacy Plaza Campus, Newton, Iowa need to be replaced; and

WHEREAS, OPN Architects (the "Architect") has prepared plans, specifications, a form of contract and estimated costs of the Legacy Plaza Buildings 17 and 18 Roof Replacement Project (the "Project"); and

WHEREAS, on December 10, 2018, a public hearing was held on the Project and the plans, specifications, form of contract and estimated costs therefore and all comments relating thereto have been heard; and

WHEREAS, the College has advertised for, received, opened and considered construction bids for the Project based upon the plans and specifications for the Project; and

WHEREAS, the Architect has tabulated and analyzed the bids and has recommended that the construction contract be awarded to Academy Roofing of Des Moines, Iowa, whose base bid including custom fabricated sheet metal caps was the lowest base bid, superior to other alternate bids, and below estimated costs of the Project.

NOW, THEREFORE, be it resolved by the Board of Directors of the Des Moines Area Community College, as follows:

Section 1. That the base bid submitted by Academy Roofing of Des Moines, Iowa in the amount of \$406,900 has been determined by the Board of Directors to be the best bid received by a responsible bidder in connection with the Project and that such bid is hereby approved and adopted.

Section 2. That a contract substantially in the form heretofore approved by the Board of Directors for the construction of the Project shall be executed by the College.

Section 3. That the officials of the College are hereby authorized to take such further action as may be necessary to carry out the intent and purpose of this Resolution.

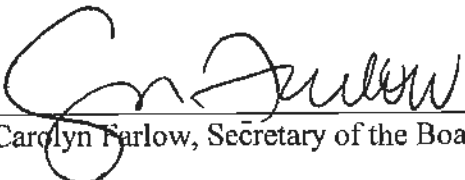
Section 4. That all Resolutions and parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved this 18th of December, 2018.



Joseph Pugel, President of the Board of
Directors

Attest:




Carolyn Farlow, Secretary of the Board of Directors

STATE OF IOWA)
) SS:
COUNTY OF POLK)

I, Carolyn Farlow, Secretary of the Board of Directors of the Des Moines Area Community College (Merged Area XI) in the Counties of Adair, Audubon, Boone, Carroll, Cass, Clarke, Crawford, Dallas, Greene, Guthrie, Hamilton, Hardin, Jasper, Lucas, Madison, Mahaska, Marion, Marshall, Polk, Poweshiek, Shelby, Story and Warren, State of Iowa, do hereby certify that I have in my possession or have access to the complete corporate records of said College and of its Board of Directors and officers; and that I have carefully compared the transcript hereto attached with the aforesaid corporate records and that said transcript hereto attached is a true, correct and complete copy of all of the corporate records showing the action taken with respect to the matters set forth therein by the Board of Directors of said College on December 18, 2018, which proceedings remain in full force and effect, have not been amended or rescinded in any way; that such meeting was duly and publicly held in accordance with the Notice of Meeting and tentative agenda, a copy of which was timely served on each member of the Board and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Board (a copy of the face sheet of said agenda being attached hereto) pursuant to the rules of the Board and the provisions of Chapter 21, Code of Iowa, as amended, upon reasonable advance notice to the public and media at least twenty-four (24) hours prior to the commencement of the meeting as required by said law and with members of the public in attendance. I further certify that the individuals named in the attached proceedings were on the date thereof duly and lawfully possessed of their respective offices as indicated therein, that no Board vacancies existed except as may be stated in said proceedings, and that no controversy or litigation is pending, prayed or threatened involving the organization, existence or boundaries of the College or the right of the individuals named therein as officers to their respective positions.

Dated this 18th day of December, 2018.



Carolyn Farlow
Secretary of the Board of Directors of the
Des Moines Area Community College