

Des Moines Area Community College

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Board of Directors Meeting Minutes

9-8-2008

Board of Directors Meeting Minutes (September 8, 2008)

DMACC

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Board of Directors
Des Moines Area Community College

Regular Board Meeting
September 8, 2008; 4:00 PM
DMACC Career Academy
1420 South Bell Avenue, Ames

Agenda

1. Call to order.
2. Roll call.
3. Consideration of tentative agenda.
4. Public comments.
5. Presentations: Randy Gabriel; Director of Program Development
Michael Lentsch, Director of Enrollment Management
Kathryn D. Beyer, CFA; Senior Managing Director, ISJIT
6. Consent Items.
 - a. Consideration of minutes from August 11, 2008 Public Hearing and Regular Board Meeting.
 - b. Human Resources report.
 - c. Consideration of payables.
7. Board Report 08-120. Approve President's Recommendation for DMACC Staff on Foundation.
8. Board Report 08-121. A resolution approving the form and content and execution and delivery of a retraining or training agreement under **Chapter 260F**, Code of Iowa, for **Benefit Administration for the Self Employed, LLC.**
9. Board Report 08-122. A resolution approving the form and content and execution and delivery of a retraining or training agreement under **Chapter 260F**, Code of Iowa, for **Paragon International, Inc. Project #2.**
10. Board Report 08-123. A resolution approving the form and content and execution and delivery of a Grow Iowa Values Fund training contract under **Chapter 260F**, Code of Iowa for **SuperFlow Technologies Group.**

11. Board Report 08-124. Approval of Funding for IACCT Building.
12. Presentation of financial report.
13. President's Report.
14. Committee Reports.
15. Board Members' Reports.
16. Information Items:
 - September 9 – School Board Elections
 - October 13 – Organizational and Regular Board Meeting, Boone; 4:00 p.m.
 - October 29-November 1 – ACCT Congress; New York City
17. Adjourn.

Board of Directors
Des Moines Area Community College

REGULAR BOARD
MEETING
September 8, 2008

The regular meeting of the Des Moines Area Community College Board of Directors was held at the DMACC Career Academy in Ames on September 8, 2008. Board Chair Joe Pugel called the meeting to order at 4:04 p.m.

ROLL CALL

Members present: Jim Crawford, Jeff Hall, Kevin Halterman, Jim Knott, Cheryl Langston, Joe Pugel, Wayne Rouse, **Madelyn Tursi*.

Members absent: Ben Norman.

Others present: Robert Denson, President; Carolyn Farlow, Board Secretary; Greg Martin, Board Treasurer; faculty and staff.

CONSIDERATION OF
TENTATIVE AGENDA

Rouse moved; seconded by Langston to approve the agenda as presented.

Motion passed unanimously. Aye-Crawford, Hall, Halterman, Knott, Langston, Pugel, Rouse. Nay-none.

PUBLIC COMMENTS

None.

PRESENTATIONS

Randy Gabriel, Director of Program Development, welcomed everyone to the DMACC Career Academy and presented an overview of the Career Academy programs.

Michael Lentsch, Director of Enrollment Management, presented information on DMACC's Enrollment Management Plan.

* *Tursi joins the meeting via telnet at 4:25.*

Kathryn Beyer, ISJIT Senior Managing Director, provided an Investment Portfolio Review.

CONSENT ITEMS

Langston moved; seconded by Hall to approve the consent items: a) Minutes from the August 11, 2008 Public Hearing and Regular Board Meeting; b) Human Resources Report (Attachment #1); and c) Payables (Attachment #2).

Motion passed unanimously. Aye-Crawford, Hall, Halterman, Knott, Langston, Pugel, Rouse, Tursi. Nay-none.

APPROVAL OF
PRESIDENT'S
RECOMMENDATION
FOR DMACC
FOUNDATION

Board Report 08-120. Crawford moved; seconded by Knott recommending that the Board ratify the appointment of Ewa Pratt to the DMACC Foundation.

Motion passed unanimously. Aye-Crawford, Hall, Halterman, Knott, Langston, Pugel, Rouse, Tursi. Nay-none.

APPROVE RETRAINING
OR TRAINING
AGREEMENTS

Rouse moved; seconded by Crawford to approve Items #8-10 as one consent item.

Motion passed on a roll call vote. Aye-Crawford, Hall, Halterman, Knott, Langston, Pugel, Rouse, Tursi. Nay-none.

*Benefit Administration for
the Self Employed, LLC.*

Board Report 08-121. Attachment #3. A resolution approving the form and content and execution and delivery of a retraining or training agreement under **Chapter 260F**, Code of Iowa, for **Benefit Administration for the Self Employed, LLC.**

*Paragon International, Inc.
Project #2.*

Board Report 08-122. Attachment #4. A resolution approving the form and content and execution and delivery of a retraining or training agreement under **Chapter 260F**, Code of Iowa, for **Paragon International, Inc. Project #2.**

*SuperFlow Technologies
Group*

Board Report 08-123. Attachment #5. A resolution approving the form and content and execution and delivery of a Grow Iowa Values Fund training contract under **Chapter 260F**, Code of Iowa for **SuperFlow Technologies Group.**

APPROVAL OF IACCT
BUILDING PLANS

Board Report 08-124. Halterman moved; seconded by Knott recommending that the Board approve the funding of \$342,074 for the IACCT building and \$100,000 to replenish IACCT's reserve fund if needed. Rouse moved; seconded by Tursi to amend the motion to withdraw the approval of the additional funding of \$100,000 to replenish IACCT's reserve fund and approve only the funding of \$324,074 for the building.

Motion passed on a roll call vote. Aye-Crawford, Hall, Halterman, Knott, Langston, Pugel, Rouse, Tursi. Nay-none.

PRESENTATION OF
FINANCIAL REPORT

Doug Williams, Vice President of Business Services, presented the August 2008 financial report as shown in Attachment #6 to these minutes.

COMMITTEE REPORTS

None.

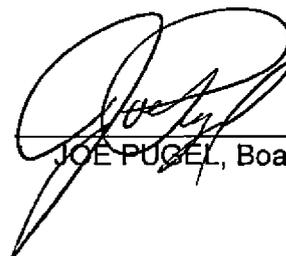
ADJOURN

Knott moved to adjourn; seconded by Halterman.

Motion passed unanimously and at 5:30 p.m., Board Chair Pugel adjourned the meeting. Aye-Crawford, Hall, Halterman, Knott, Langston, Pugel, Rouse, Tursi. Nay-none.



CAROLYN FARLOW, Board Secretary



JOE PUGEL, Board Chair

#1

AGENDA ITEM Human Resources Report

BACKGROUND

I. New Employee

A. New Position

1. Piper, Priscila

Instructor, Spanish/Interpretation & Translation
Urban Campus
9 Month Position
Annual Salary: \$40,961
Effective: August 21, 2008
Continuing Contract

B. Replacement Position

1. Ballard, Monte

Instructor, Graphic Design
Ankeny Campus
12 Month Position
Annual Salary: \$56,441
Effective: August 21, 2008
Continuing Contract

2. Lawson, Robert

Instructor, Electronics
Urban Campus
9 Month Position (Temporary One-Year)
Annual Salary: \$44,476
Effective: August 21, 2008
Continuing Contract

II. Contract Change

1. Roosa, Julie K.

Instructor, Journalism
Ankeny Campus
Change from .50 FTE to 1.000 FTE 9 Month Position
Effective: August 21, 2008
Continuing Contract

RECOMMENDATION

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

Report: FWR 40
 Date: 08/21/2008
 Time: 12:18 PM

Des Moines Area Community College
 List of checks over \$2,500.00 from 30-JUL-2008 to 20-AUG-2008

VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
Acme Printing Co Inc	481973	\$5,204.00	\$1,552.50	6120	Office of Dir, Marke	Printing/Reproductio
			\$1,049.50	6120	Office of Dir, Marke	Printing/Reproductio
			\$1,049.50	6120	Office of Exec Dean,	Printing/Reproductio
			\$1,552.50	6120	Office of Exec Dean,	Printing/Reproductio
All-Iowa Score Tables LLC	481978	\$2,575.00	\$2,575.00	6110	Office of Dir, Marke	Information Services
Alliant Energy	481980	\$17,749.44	\$17,749.44	6190	Physical Plant Newto	Utilities
Apple Computer Inc	481986	\$91,735.84	\$6,115.58	6323	Technical Update Equ	Minor Equipment
			\$81,367.42	6323	Technical Update Equ	Minor Equipment
			\$537.24	6323	Technical Update Equ	Minor Equipment
			\$3,715.60	6323	Technical Update Equ	Minor Equipment
Bavarian Inn	481999	\$3,945.45	\$2,219.32	6269	Continuing Ed, 2 Day	Other Services
			\$1,726.13	6321	Continuing Ed, 2 Day	Food
Bio Rad Laboratories	482004	\$18,992.55	\$19,027.83	7100	Mathematics & Scienc	Furniture, Machinery
			-\$35.28	6322	Physics/Chemistry/Bi	Materials & Supplies
Brodhead Garrett	482013	\$7,126.74	\$7,126.74	6323	Equip Replacement In	Minor Equipment
Burke Corporation	482014	\$17,425.41	\$17,425.41	6269	Burke Marketing Corp	Other Services
Business Publications Cor	482016	\$3,333.00	\$3,333.00	6110	Office of Dir, Marke	Information Services
CDW Government Inc	482022	\$7,354.64	\$3,326.65	6323	Technical Update Equ	Minor Equipment
			\$121.37	6322	Info Tech/Network Ad	Materials & Supplies
			\$91.00	6324	Library Automation	Computer Software
			\$3,793.13	6323	Technical Update Equ	Minor Equipment
			\$22.49	6322	WLAN Support	Materials & Supplies
Citadel Broadcasting	482031	\$2,920.00	\$440.00	6110	Office of Dir, Marke	Information Services
			\$800.00	6110	Office of Dir, Marke	Information Services
			\$240.00	6110	Office of Dir, Marke	Information Services

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Citadel Broadcasting	482031	\$2,920.00	\$1,440.00	6110	Office of Dir, Marke	Information Services
Clear Channel Broadcastin	482036	\$3,058.00	\$2,250.00	6110	Office of Dir, Marke	Information Services
			\$150.00	6110	Office of Dir, Marke	Information Services
			\$560.00	6110	Office of Dir, Marke	Information Services
			\$70.00	6110	Office of Dir, Marke	Information Services
			\$28.00	6110	Office of Dir, Marke	Information Services
Clear Channel Outdoor Inc	482037	\$9,660.00	\$9,660.00	6110	Office of Dir, Marke	Information Services
Daily Freeman Journal	482044	\$2,881.33	\$2,881.33	6120	Office of Dir, Marke	Printing/Reproductio
DART	482045	\$2,730.00	\$2,730.00	6511	Ticket Sales	Purchases for Resale
Education to Go	482062	\$6,379.00	\$6,379.00	6269	Continuing Ed, On Li	Other Services
Frank Baxter General Cont	482074	\$1,336,945.14	\$999,999.00	7600	Health Sciences Buil	Buildings and Fixed
			\$336,946.14	7600	Health Sciences Buil	Buildings and Fixed
General Growth Properties	482082	\$7,600.00	\$3,600.00	6110	Office of Dir, Marke	Information Services
			\$4,000.00	6110	Office of Dir, Marke	Information Services
Graphic Edge	482092	\$3,704.93	\$145.41	6322	Volleyball	Materials & Supplies
			\$696.00	6322	Volleyball	Materials & Supplies
			\$1,065.00	6322	Volleyball Booster C	Materials & Supplies
			\$352.36	6322	Womens' Basketball B	Materials & Supplies
			\$748.00	6322	Volleyball	Materials & Supplies
\$698.16	6322	Volleyball Booster C	Materials & Supplies			
Greater Des Moines Baseba	482094	\$3,500.00	\$3,500.00	6110	Office of Dir, Marke	Information Services
Hewlett Packard	482103	\$196,000.00	\$13,350.00	6325	Technical Update Equ	Computer Equipment
			\$38,270.00	6325	Technical Update Equ	Computer Equipment
			\$53,105.00	6325	Technical Update Equ	Computer Equipment
			\$2,160.00	6325	Equipment Replacemen	Computer Equipment

Report: FWR 040
 Date: 08/21/2008
 Time: 12:18 PM

Des Moines Area Community College
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VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
Hewlett Packard	482103	\$196,000.00	\$22,365.00	6325	Technical Update Equ	Computer Equipment
			\$66,750.00	6325	Technical Update Equ	Computer Equipment
Higher One	482104	\$7,010.80	\$7,010.80	6269	Student ID Card Syst	Other Services
Iowa Workforce Developmen	482116	\$13,642.41	\$13,642.41	5970	Unemployment	Unemployment Comp
Jacobson Companies	482117	\$6,942.56	\$6,942.56	6269	Jacobson Comp-Job Sp	Other Services
Johnson Controls Inc	482123	\$24,312.00	\$24,312.00	6060	Mechanical Maintenanc	Maintenance/Repair o
KCCI TV	482125	\$3,050.50	\$985.00	6110	Office of Dir, Marke	Information Services
			\$2,065.50	6110	Office of Dir, Marke	Information Services
KDSM TV	482127	\$7,200.00	\$6,500.00	6110	Office of Dir, Marke	Information Services
			\$700.00	6110	Office of Dir, Marke	Information Services
Midwest Computer Products	482161	\$9,592.00	\$4,000.00	6323	Office Occupations	Minor Equipment
			\$5,592.00	6323	Occupational Safety	Minor Equipment
National Balloon Classic	482174	\$3,000.00	\$1,500.00	6322	Office of Dir, Marke	Materials & Supplies
			\$1,500.00	6322	Dean, Business & Inf	Materials & Supplies
Ohland Concrete Construct	482183	\$16,179.50	\$2,817.50	6100	Physical Plant Newto	Maintenance of Groun
			\$13,362.00	6100	Buildings Equipment	Maintenance of Groun
Omega Pharmacy First Medi	482184	\$5,108.31	\$1,411.59	6323	Practical Nursing	Minor Equipment
			\$2,926.60	6322	Iowa Methodist ACE P	Materials & Supplies
			\$190.67	6322	Practical Nursing	Materials & Supplies
			\$44.10	6322	Practical Nursing	Materials & Supplies
			\$291.15	6322	Practical Nursing	Materials & Supplies
\$244.20	6322	Practical Nursing	Materials & Supplies			
OSE Office Interiors	482186	\$10,852.38	\$9,744.40	6378	Office of Controller	Materials/Supplies f
			\$451.26	6378	Office of Dean, Scie	Materials/Supplies f

Report: FWR040
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VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
OSE Office Interiors	482186	\$10,852.38	\$480.21	6378	Equipment Replacemen	Materials/Supplies f
			\$176.51	6378	Equip Replacement St	Materials/Supplies f
Promotions LTD	482199	\$5,471.00	\$2,773.50	6322	Office of Dir, Marke	Materials & Supplies
			\$1,194.00	6322	Office of Dir, Marke	Materials & Supplies
			\$337.50	6322	Office of Dir, Marke	Materials & Supplies
			\$828.50	6322	Office of Dir, Marke	Materials & Supplies
			\$337.50	6322	Office of Dir, Marke	Materials & Supplies
Purcell Printing and Grap	482201	\$5,469.17	\$410.00	6322	Office of the Presid	Materials & Supplies
			\$74.97	6322	Office Occupations	Materials & Supplies
			\$475.85	6322	Office of Dir, Finan	Materials & Supplies
			\$512.00	6120	Office of Dir, Marke	Printing/Reproductio
			\$936.53	6120	Office of Dir, Marke	Printing/Reproductio
			\$305.01	6120	Office of Dir, Marke	Printing/Reproductio
			\$351.58	6120	Office of Dir, Marke	Printing/Reproductio
			\$237.93	6322	Admission Processing	Materials & Supplies
			\$237.92	6322	Student Records/Serv	Materials & Supplies
			\$74.96	6322	Office of Dean, Indu	Materials & Supplies
			\$74.96	6322	Office of Dir, Finan	Materials & Supplies
			\$74.96	6322	Office of the Presid	Materials & Supplies
			\$74.96	6322	Mechanical Maintenan	Materials & Supplies
			\$74.97	6322	Office of Dir, Stude	Materials & Supplies
			\$74.97	6322	Office of Dir, Purch	Materials & Supplies
			\$74.97	6322	Office of Controller	Materials & Supplies
			\$74.97	6322	Transportation Insti	Materials & Supplies
\$936.33	6120	Office of Dir, Marke	Printing/Reproductio			
\$391.33	6120	Office of Exec Dean,	Printing/Reproductio			
Reporting Enterprises	482219	\$3,535.00	\$3,535.00	6269	Special Needs	Other Services
Solutions Inc	482242	\$44,042.93	\$237.50	6110	Office of Dir, Marke	Information Services
			\$16,391.90	6110	Dean, Business & Inf	Information Services
			\$27,413.53	6322	Office of Dir, Marke	Materials & Supplies
State of Iowa Department	482250	\$8,410.00	\$8,410.00	6269	Continuing Ed, 2 Day	Other Services

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VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
University Directories	482264	\$2,900.00	\$2,900.00	6110	Office of Dir, Marke	Information Services
US Cellular	482266	\$3,502.70	\$689.41	6150	WLAN Support	Communications
			\$85.01	6150	Land Survey ACE Prog	Communications
			\$69.01	6150	Office of Exec Dir,	Communications
			\$392.90	6150	Youth at Risk - Anke	Communications
			\$60.31	6150	WIA-Dislocated Worke	Communications
			\$112.65	6150	Office of Sr VP, Aca	Communications
			\$173.18	6150	Office of VP, Commnt	Communications
			\$20.81	6150	Office of Sr VP, Bus	Communications
			\$118.66	6150	Safety Committee	Communications
			\$76.37	6150	MEPB-Des Moines Subc	Communications
			\$36.75	6150	Associate Dean, Urba	Communications
			\$17.64	6150	Associates Degree Nu	Communications
			\$76.37	6150	Career Pathways Prog	Communications
			\$130.45	6150	Office of Coord, Cir	Communications
			\$61.16	6150	Office of Exec Dean,	Communications
			\$69.33	6150	Office of Exec Dean,	Communications
			\$29.70	6150	Office of Dean, Scie	Communications
			\$25.35	6150	Office of Exec Dean,	Communications
			\$115.24	6150	Office of Exec Dean,	Communications
			\$9.15	6150	Distance Learning	Communications
			\$210.68	6150	Economic Development	Communications
			\$54.04	6150	Office of Exec Dir,	Communications
			\$104.10	6150	Grounds	Communications
			\$92.65	6150	Office of Exec Dir,	Communications
			\$30.91	6150	Info Tech/Network Ad	Communications
			\$307.13	6150	Mechanical Maintenanc	Communications
			\$59.59	6150	Office of Dir, Marke	Communications
			\$40.41	6150	Motorcycle and Moped	Communications
			\$275.36	6150	Program Development	Communications
US Postmaster	482268	\$3,000.00	\$3,000.00	6230	Mail Service	Postage and Expediti
Vaisala Inc	482269	\$2,770.00	\$2,770.00	6377	Iowa Energy Ctr Ener	Materials/Supplies f

Report: FWR040
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Des Moines Area Community College
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VENDOR NAME	CHECK		TRANSACTION ACCOUNT		INDEX TITLE	ACCOUNT TITLE
	NUMBER	CHECK AMOUNT	AMOUNT	NUMBER		
Wellmark Health Plan of I	482276	\$1,349,906.73	\$674,953.37	2250	Fund 1 General Ledge	Health Insurance Pay
			\$674,953.36	2250	Fund 1 General Ledge	Health Insurance Pay
WHO TV13	482279	\$4,995.00	\$3,005.00	6110	Office of Dir, Marke	Information Services
			\$1,990.00	6110	Office of Dir, Marke	Information Services
Wynn O Jones and Associat	482285	\$2,839.00	\$2,839.00	6323	Mortuary Science ACE	Minor Equipment
Iowa Workforce Developmen	482323	\$13,495.35	\$246.97	6210	Learning Center #3-A	Rental of Buildings
			\$1,483.14	6210	Learning Center #3	Rental of Buildings
			\$570.86	6210	WIA-Administration	Rental of Buildings
			\$619.44	6210	WIA-Adult	Rental of Buildings
			\$3,682.89	6210	WIA-Dislocated Worke	Rental of Buildings
			\$192.99	6210	Promise Jobs-Adminis	Rental of Buildings
		\$6,699.06	6210	Promise Jobs-Trainin	Rental of Buildings	
American Funds	482361	\$3,705.00	\$3,705.00	2260	Fund 1 General Ledge	Tax Sheltered Annuit
Ameriprise Financial Serv	482363	\$2,794.56	\$2,794.56	2260	Fund 1 General Ledge	Tax Sheltered Annuit
Vanguard Group	482414	\$7,545.93	\$7,545.93	2260	Fund 1 General Ledge	Tax Sheltered Annuit
ABC Herrington Sign and D	482418	\$6,625.01	\$6,625.01	6323	Student Activities	Minor Equipment
Accessibility Dot Net	482421	\$2,745.00	\$2,745.00	6323	Equip Replacement St	Minor Equipment
Adventureland	482422	\$3,744.00	\$3,744.00	6511	Ticket Sales	Purchases for Resale
Alliant Energy	482427	\$14,104.97	\$14,104.97	6190	Utilities	Utilities
Ankeny Golf and Country C	482432	\$2,566.37	\$2,566.37	6321	On-site Wastewater T	Food
Apple Computer Inc	482434	\$2,634.90	\$478.00	6323	Improve Iowa's Viticu	Minor Equipment
			\$2,156.90	6323	Improve Iowa's Viticu	Minor Equipment
Badding Winker Partnershi	482442	\$3,000.00	\$3,000.00	6210	Building Rental for	Rental of Buildings

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	NUMBER		AMOUNT	NUMBER		
Bavarian Inn	482446	\$4,254.66	\$2,393.25	6269	Continuing Ed, 2 Day	Other Services
			\$1,861.41	6321	Continuing Ed, 2 Day	Food
Blackbaud	482448	\$5,727.01	\$5,727.01	6060	Office of Exec Dir,	Maintenance/Repair o
Constellation NewEnergy G	482465	\$19,033.15	\$19,033.15	6190	Utilities	Utilities
EmbarkIT Inc	482481	\$4,396.00	\$4,246.00	6323	Physical Plant Charg	Minor Equipment
			\$150.00	6322	Information Systems	Materials & Supplies
Fitzgerald, Shawn	482491	\$12,460.00	\$12,460.00	6019	Office of Dir, Marke	Other Professional S
Frost, Douglas	482494	\$5,774.95	\$5,774.95	6269	Enology/Wing Program	Other Services
Grandview College	482500	\$7,250.00	\$7,250.00	6210	Upward Bound Year 16	Rental of Buildings
Grandview College	482501	\$7,662.75	\$7,662.75	6321	Upward Bound Year 16	Food
Heartland Area Education	482508	\$22,977.04	\$22,977.04	2019	IPT Regional Telecom	Accounts Payable Acc
Hewlett Packard	482510	\$42,128.00	\$840.00	6323	Economic Development	Minor Equipment
			\$724.00	6325	Criminal Justice	Computer Equipment
			\$903.00	6325	Quality Assurance Tr	Computer Equipment
			\$715.00	6325	Technical Update Equ	Computer Equipment
			\$17,480.00	6325	Technical Update Equ	Computer Equipment
			\$17,480.00	6325	Technical Update Equ	Computer Equipment
			\$3,986.00	6323	Technical Update Equ	Minor Equipment
Indian Hills Community Co	482516	\$6,962.31	\$6,962.31	6019	Softskills Training	Other Professional S
Innovative Interfaces Inc	482520	\$41,247.00	\$41,247.00	6269	Library Automation	Other Services
Iowa Communications Netwo	482521	\$12,625.09	\$1,572.56	6150	Campus Communication	Communications
			\$83.48	6150	Campus Communication	Communications
			\$138.52	6150	Campus Communication	Communications

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Iowa Communications Netwo	482521	\$12,625.09	\$81.92	6150	Campus Communication	Communications
			\$19.00	6150	Campus Communication	Communications
			\$7,431.75	6150	Campus Communication	Communications
			\$17.30	6150	Campus Communication	Communications
			\$0.06	6150	Campus Communication	Communications
			\$3,280.50	6150	Campus Communication	Communications
ITA Group	482526	\$7,200.00	\$7,200.00	6269	ITA Group #2-Job Spe	Other Services
John Deere Credit	482527	\$24,787.04	\$1,432.71	6269	Deere Credit #9-Trai	Other Services
			\$23,354.33	6269	Deere Credit #9-Job	Other Services
Karl Chevrolet	482532	\$17,646.00	\$17,646.00	7400	Equip Replacement Ph	Vehicles
Kuder Inc	482537	\$7,500.00	\$7,500.00	6265	Program Development	Software Service Agr
Midwest Computer Products	482553	\$15,817.50	\$15,817.50	6323	Health Sciences Bldg	Minor Equipment
National Curriculum & Tra	482561	\$20,436.68	\$20,194.70	6520	Driver Improvement B	Purchases for Resale
			\$241.98	6520	Driver Improvement B	Purchases for Resale
NetSupport Incorporated	482563	\$3,050.49	\$3,050.49	6324	Technical Update Equ	Computer Software
OSE Office Interiors	482572	\$3,068.50	\$3,068.50	6378	Equipment Replacemen	Materials/Supplies f
Phasient	482580	\$13,085.57	\$9,559.82	6269	Phasient Learning Te	Other Services
			\$26.13	6269	Phasient Learning Te	Other Services
			\$3,499.62	6269	Phasient Learning Te	Other Services
Public Financial Manageme	482589	\$42,269.29	\$23,461.81	2019	Full Budget Offset	Accounts Payable Acc
			\$18,807.48	2019	Full Budget Offset	Accounts Payable Acc
RCS Millwork LC	482592	\$5,858.00	\$5,858.00	6090	Office of the Dir, P	Maintenance/Repair o
Reserve Account	482596	\$50,000.00	\$50,000.00	6230	Mail Service	Postage and Expediti

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VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
Robert Half Technology	482598	\$6,840.00	\$3,040.00	6019	Office of VP, Info S	Other Professional S
			\$3,800.00	6019	Office of VP, Info S	Other Professional S
Russell Construction Comp	482600	\$5,573.24	\$5,573.24	6090	Office of the Dir, P	Maintenance/Repair o
Tennant Financial Service	482632	\$3,430.73	\$3,430.73	6220	Grounds	Rental of Equipment
WorkSpace Inc	482658	\$35,527.22	\$35,527.22	6323	Equip Replacement We	Minor Equipment
Worlds of Fun Oceans of F	482659	\$3,910.50	\$3,910.50	6511	Ticket Sales	Purchases for Resale
Iowa Communications Netwo	482679	\$6,395.07	\$16.02	6150	Pella-General Fund	Communications
			\$8.27	6150	Newton-General Fund	Communications
			\$1.21	6150	Newton-PJ Basic	Communications
			\$1.27	6150	Newton-TAA	Communications
			\$9.50	6150	Perry-General Fund	Communications
			\$15.74	6150	Boone-General Fund	Communications
			\$7.40	6150	Ames-PJ Basic	Communications
			\$2,489.84	6150	IES-Des Moines	Communications
			\$40.48	6150	DSM-PJ Admin	Communications
			\$634.62	6150	DSM-PJ Basic	Communications
			\$128.76	6150	DSM-Life Skills	Communications
			\$78.64	6150	DSM-PJ Dislocated	Communications
			\$156.90	6150	DSM-DVOP	Communications
			\$78.64	6150	DSM-LVER	Communications
			\$33.93	6150	DSM-TAA	Communications
			\$1,348.83	6150	DSM-Wag-Pey	Communications
			\$784.47	6150	DSM-UI	Communications
			\$392.43	6150	DSM-NIC	Communications
			\$47.89	6150	Ames-General Fund	Communications
			\$41.64	6150	DSM-Food Stamp	Communications
			\$78.59	6150	DSM-NAV	Communications
Iowa Comprehensive Human	482680	\$57,340.01	\$57,340.01	2019	WIA-Administration	Accounts Payable Acc
ABC Garage Door	482714	\$2,994.00	\$2,994.00	6090	Office of the Dir, P	Maintenance/Repair o

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VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
Ahlers and Cooney PC	482717	\$5,921.70	\$1,529.20	6013	Office of Sr VP, Bus	Legal Fees
			\$210.00	6013	Office of Sr VP, Bus	Legal Fees
			\$4,182.50	6013	Office of Sr VP, Bus	Legal Fees
Americas Best Apparel Inc	482721	\$2,825.30	\$2,825.30	6322	Office of Exec Dean,	Materials & Supplies
Ames Municipal Utilities	482724	\$4,170.55	\$4,170.55	6190	Utilities	Utilities
Apple Computer Inc	482726	\$5,027.00	\$2,479.00	6323	Improve Iowa's Viticu	Minor Equipment
			\$2,548.00	6323	Improve Iowa's Viticu	Minor Equipment
Aspen Equipment Co	482729	\$2,627.29	\$2,627.29	6060	Mechanical Maintenanc	Maintenance/Repair o
AUL Special Pay Trust	482731	\$104,929.00	\$33,306.00	5200	Early Retirement Int	Regular Instructiona
			\$71,623.00	5200	Early Retirement	Regular Instructiona
Bavarian Inn	482737	\$4,158.36	\$2,339.08	6269	Continuing Ed, 2 Day	Other Services
			\$1,819.28	6321	Continuing Ed, 2 Day	Food
Clear Channel Broadcastin	482760	\$11,475.00	\$1,862.00	6110	Office of Dir, Marke	Information Services
			\$56.00	6110	Office of Dir, Marke	Information Services
			\$3,375.00	6110	Office of Dir, Marke	Information Services
			\$375.00	6110	Office of Dir, Marke	Information Services
			\$1,300.00	6110	Office of Dir, Marke	Information Services
			\$24.00	6110	Office of Dir, Marke	Information Services
			\$3,420.00	6110	Office of Dir, Marke	Information Services
			\$88.00	6110	Office of Dir, Marke	Information Services
			\$975.00	6110	Office of Dir, Marke	Information Services
Clear Channel Outdoor Inc	482761	\$16,100.00	\$12,880.00	6110	Office of Dir, Marke	Information Services
			\$3,220.00	6110	Office of Dir, Marke	Information Services
Daily Freeman Journal	482769	\$6,616.37	\$6,616.37	6120	Office of Dir, Marke	Printing/Reproductio
Davis Brown Koehn Shors a	482771	\$6,329.70	\$1,704.00	6013	Office of Sr VP, Bus	Legal Fees

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VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
Davis Brown Koehn Shors a	482771	\$6,329.70	\$582.00	6013	Other Projects	Legal Fees
			\$3,068.00	6013	Office of Sr VP, Bus	Legal Fees
			\$975.70	6013	Economic Development	Legal Fees
Des Moines Radio Group	482775	\$3,720.00	\$3,720.00	6110	Office of Dir, Marke	Information Services
Education to Go	482783	\$4,065.00	-\$55.00	6269	Continuing Ed, On Li	Other Services
			\$4,175.00	6269	Continuing Ed, On Li	Other Services
			-\$55.00	6269	Continuing Ed, On Li	Other Services
Energy Systems Engineerin	482785	\$15,405.99	\$15,405.99	6015	Iowa Energy Ctr Ener	Consultant's Fees
Fischer Architects	482794	\$12,060.00	\$6,997.50	6012	Ankeny Remodeling	Architect's Fees
			\$5,062.50	6012	Ankeny Remodeling	Architect's Fees
Fleet Fueling	482795	\$5,156.71	\$5,156.71	6420	Transportation Insti	Vehicle Materials an
Frank Baxter General Cont	482797	\$992,820.41	\$992,820.41	7600	Health Sciences Buil	Buildings and Fixed
G and S Office Machines L	482799	\$10,327.00	\$10,327.00	6322	WLAN Support	Materials & Supplies
Goalsetter Systems	482804	\$3,836.00	\$3,836.00	6323	Office of Exec Dean,	Minor Equipment
High Properties	482817	\$28,266.06	\$28,266.06	6269	High Property Mmgt -	Other Services
KCCI TV	482839	\$4,386.00	\$1,360.00	6110	Office of Dir, Marke	Information Services
			\$3,026.00	6110	Office of Dir, Marke	Information Services
KCWI Television	482840	\$9,970.00	\$9,970.00	6110	Office of Dir, Marke	Information Services
KDSM TV	482841	\$11,470.00	\$11,470.00	6110	Office of Dir, Marke	Information Services
Lasting Beauty Landscapin	482850	\$12,278.00	\$12,278.00	6269	Equip Replacement St	Other Services
Lightedge Solutions	482853	\$13,035.73	\$3,284.00	6269	Lightedge Solutions	Other Services

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VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
Lightedge Solutions	482853	\$13,035.73	\$19.99	6269	Lightedge Solutions	Other Services
			\$69.96	6269	Lightedge Solutions	Other Services
			\$6,808.32	6269	Lightedge Solutions	Other Services
			\$2,853.46	6269	Lightedge Solutions	Other Services
Litho Graphics Print Comm	482855	\$7,744.65	\$907.00	6120	Dean, Business & Inf	Printing/Reproductio
			\$2,113.00	6120	Office of Dir, Marke	Printing/Reproductio
			\$1,530.00	6120	Office of Controller	Printing/Reproductio
			\$555.00	6120	Office of Dean, Heal	Printing/Reproductio
			\$937.00	6120	Publications & Adver	Printing/Reproductio
			\$712.00	6120	Alumni Association	Printing/Reproductio
			\$990.65	6120	Office of Exec Dean,	Printing/Reproductio
Market Link Inc	482859	\$5,897.61	\$5,692.61	6269	Marketlink, Inc #2-J	Other Services
			\$205.00	6269	Marketlink, Inc #2-T	Other Services
Menards	482864	\$2,951.72	-\$2.48	6322	Iowa Energy Ctr Ener	Materials & Supplies
			\$274.98	6511	2402 SW 36th Street-	Purchases for Resale
			\$14.65	6322	Iowa Energy Ctr Ener	Materials & Supplies
			\$2,203.45	6511	2402 SW 36th Street-	Purchases for Resale
			\$456.00	6511	2402 SW 36th Street-	Purchases for Resale
\$5.12	6322	Iowa Energy Ctr Ener	Materials & Supplies			
Mid Iowa Construction	482866	\$7,245.66	\$1,220.66	6090	Physical Plant Charg	Maintenance/Repair o
			\$6,025.00	6090	Physical Plant Charg	Maintenance/Repair o
MidAmerican Energy Co	482867	\$43,234.70	\$43,234.70	6190	Utilities	Utilities
Norden, Jeanette	482876	\$2,500.00	\$2,500.00	6019	Strengthng Inst-Titl	Other Professional S
North Grand Mall	482877	\$5,700.00	\$5,700.00	6269	Office of Dir, Marke	Other Services
OnMedia	482884	\$13,220.00	\$13,220.00	6110	Office of Dir, Marke	Information Services
Paper Corporation	482887	\$23,399.20	\$23,399.20	6511	Duplicating Services	Purchases for Resale

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VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
Product Development Partn	482893	\$4,347.00	\$4,347.00	6269	Product Develop Part	Other Services
Purcell Printing and Grap	482894	\$5,305.48	\$211.50	6120	ASEP Auto	Printing/Reproductio
			\$900.96	6120	Office of Dir, Marke	Printing/Reproductio
			\$523.67	6120	Office of Dir, Marke	Printing/Reproductio
			\$460.09	6120	Staff Development	Printing/Reproductio
			\$59.00	6322	Learning Center #2	Materials & Supplies
			\$122.30	6120	Office of Dean, Scie	Printing/Reproductio
			\$161.44	6120	Office of Dir, Marke	Printing/Reproductio
			\$1,696.96	6110	Office of Dir, Marke	Information Services
			\$636.56	6322	Office of Dir, Marke	Materials & Supplies
			\$533.00	6322	Office of Exec Dean,	Materials & Supplies
RCS Millwork LC	482898	\$9,423.00	\$9,423.00	6323	Equip Replacement We	Minor Equipment
Reliance Standard	482900	\$42,266.12	\$12,841.69	2253	Fund 1 General Ledge	Basic Life Insurance
			\$15,103.67	2254	Fund 1 General Ledge	Long Term Disability
			\$14,320.76	2255	Fund 1 General Ledge	Misc Insurances Paya
Securitas Security Servic	482912	\$12,513.36	\$8,040.61	6261	Office of the Dir, P	Contracted Security
			\$4,472.75	6261	Physical Plant Opera	Contracted Security
Snyder and Associates Inc	482914	\$13,370.00	\$13,370.00	6015	Buildings Equipment	Consultant's Fees
Sodexo Services	482915	\$2,836.13	\$2,836.13	6321	Office Occupations	Food
Sports Construction Midwe	482919	\$23,408.00	\$23,408.00	6090	Buildings Equipment	Maintenance/Repair o
Xerox Corp	482954	\$2,877.08	\$110.25	6060	Duplicating Services	Maintenance/Repair o
			\$1,043.10	6511	Duplicating Services	Purchases for Resale
			\$1,723.73	6060	Duplicating Services	Maintenance/Repair o
Iowa Workforce Developmen	483011	\$11,262.27	\$11,220.27	6030	IES-Regular	Custodial Services
			\$42.00	6030	Workforce Services	Custodial Services
American Funds	483015	\$3,705.00	\$3,705.00	2260	Fund 1 General Ledge	Tax Sheltered Annuit

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VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
Ameriprise Financial Serv	483017	\$2,794.56	\$2,794.56	2260	Fund 1 General Ledge	Tax Sheltered Annuit
Vanguard Group	483069	\$6,143.76	\$6,143.76	2260	Fund 1 General Ledge	Tax Sheltered Annuit
Apple Computer Inc	483086	\$5,198.00	\$5,198.00	6323	Web Based Instructio	Minor Equipment
Badding Winker Partnershi	483091	\$3,000.00	\$3,000.00	6210	Building Rental for	Rental of Buildings
Business Publications Cor	483104	\$7,315.00	\$5,600.00	6110	Office of Dir, Marke	Information Services
			\$1,715.00	6930	Office of Dir, Marke	Other Current Expens
Clear Channel Broadcastin	483121	\$3,750.00	\$3,750.00	6110	Office of Dir, Marke	Information Services
Des Moines Public Schools	483131	\$5,000.00	\$5,000.00	6015	MEPB-Des Moines Subc	Consultant's Fees
Des Moines Register	483134	\$6,174.00	\$6,094.00	6110	Office of Dir, Marke	Information Services
			\$80.00	6110	Office of Dir, Marke	Information Services
Des Moines Water Works	483135	\$8,383.80	\$139.26	6190	Utilities	Utilities
			\$20.05	6190	Utilities	Utilities
			\$39.80	6190	Utilities	Utilities
			\$1,021.87	6190	Utilities	Utilities
			\$6,701.20	6190	Utilities	Utilities
			\$39.80	6190	Utilities	Utilities
			\$15.77	6190	Utilities	Utilities
			\$58.13	6190	Utilities	Utilities
			\$98.88	6190	Utilities	Utilities
			\$89.00	6190	Utilities	Utilities
			\$52.02	6190	Utilities	Utilities
			\$52.02	6190	Utilities	Utilities
			\$39.80	6190	Utilities	Utilities
			\$16.20	6190	Utilities	Utilities
DPT Mechanical	483143	\$5,181.10	\$5,181.10	6377	Physical Plant Opera	Materials/Supplies f
Educational Resources	483147	\$2,500.00	\$2,500.00	6324	Technology Fees	Computer Software

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VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
Fisher Scientific dba The	483161	\$7,157.73	\$1,561.84	6322	Mathematics & Scienc	Materials & Supplies
			\$5,440.25	7100	Mathematics & Scienc	Furniture, Machinery
			\$155.64	6322	Mathematics & Scienc	Materials & Supplies
Frank Baxter General Cont	483163	\$31,855.54	\$31,855.54	7600	Health Sciences Buil	Buildings and Fixed
Hewlett Packard	483173	\$3,985.00	-\$715.00	6325	Technical Update Equ	Computer Equipment
			\$897.00	6325	Technical Update Equ	Computer Equipment
			\$1,244.00	6323	Technical Update Equ	Minor Equipment
			\$2,559.00	6323	Technical Update Equ	Minor Equipment
Innovative Mechanical Ser	483179	\$24,755.57	\$24,755.57	7600	Technical Update Equ	Buildings and Fixed
Iowa Division of Criminal	483182	\$5,000.00	\$5,000.00	6269	Office of Exec Dir,	Other Services
Jostens Inc	483192	\$6,422.92	\$6,422.92	6322	Graduation	Materials & Supplies
KJWW Engineering Consulta	483205	\$11,618.60	\$11,618.60	6012	Ankeny Remodeling	Architect's Fees
Lean Training and Consult	483210	\$2,801.98	\$1,281.90	6015	Quality Assurance Tr	Consultant's Fees
			\$1,520.08	6015	Quality Assurance Tr	Consultant's Fees
Litho Graphics Print Comm	483213	\$7,825.00	\$2,246.00	6120	Office of Dir, Marke	Printing/Reproductio
			\$1,000.00	6120	Office of Dean, Scie	Printing/Reproductio
			\$1,046.00	6120	Dean, Business & Inf	Printing/Reproductio
			\$3,533.00	6120	Admission Processing	Printing/Reproductio
Mardock Drafting Services	483216	\$2,850.00	\$2,850.00	6015	Ankeny Remodeling	Consultant's Fees
Mardock Drafting Services	483217	\$2,797.50	\$2,797.50	6015	Ankeny Remodeling	Consultant's Fees
Marsden Bldg Maint LLC	483218	\$27,199.00	\$22,462.00	6030	Custodial	Custodial Services
			\$714.00	6030	Custodial	Custodial Services
			\$1,481.00	6030	Physical Plant Opera	Custodial Services
			\$2,542.00	6030	Physical Plant Opera	Custodial Services

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Mid Iowa Construction	483226	\$3,756.00	\$3,756.00	6090	Physical Plant Charg	Maintenance/Repair o
MidAmerican Energy Co	483228	\$29,624.78	\$1,102.15	6190	Physical Plant Opera	Utilities
			\$899.27	6190	Utilities	Utilities
			\$6,819.54	6190	Utilities	Utilities
			\$909.39	6190	Utilities	Utilities
			\$623.99	6190	Utilities	Utilities
			\$1,105.85	6190	Utilities	Utilities
			\$39.57	6511	2310 SW36th Street -	Purchases for Resale
			\$87.56	6511	2402 SW 36th Street-	Purchases for Resale
			\$2,060.24	6190	Utilities	Utilities
			\$7,258.97	6190	Utilities	Utilities
			\$493.68	6190	Headstart-Urban Camp	Utilities
			\$2,344.63	6190	Utilities	Utilities
			\$5,326.49	6190	Utilities	Utilities
			\$10.19	6190	Utilities	Utilities
			\$57.98	6190	Utilities	Utilities
			\$485.28	6190	Utilities	Utilities
New Media Learning LLC	483243	\$3,495.00	\$3,495.00	6265	Staff Development	Software Service Agr
OSE Office Interiors	483250	\$3,299.92	\$3,060.41	6378	Equip Replacement Sc	Materials/Supplies f
			\$239.51	6378	Information Systems	Materials/Supplies f
PJ Davidson Interiors	483258	\$3,505.59	\$1,652.16	6511	2310 SW36th Street -	Purchases for Resale
			\$1,853.43	6511	2310 SW36th Street -	Purchases for Resale
Protex Central Inc	483265	\$3,106.26	\$110.76	6060	Mechanical Maintenanc	Maintenance/Repair o
			\$2,048.13	6060	Mechanical Maintenanc	Maintenance/Repair o
			\$616.00	6060	Mechanical Maintenanc	Maintenance/Repair o
			\$331.37	6060	Mechanical Maintenanc	Maintenance/Repair o
Remel Inc	483285	\$2,922.86	\$2,922.86	6322	Mathematics & Scienc	Materials & Supplies
Robert Half Technology	483290	\$11,400.00	\$3,800.00	6019	Office of VP, Info S	Other Professional S

VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
Robert Half Technology	483290	\$11,400.00	\$3,800.00	6019	Office of VP, Info S	Other Professional S
			\$3,800.00	6019	Office of VP, Info S	Other Professional S
Schooldude.com	483297	\$5,112.75	\$5,112.75	6324	Office of the Dir, P	Computer Software
Securitas Security Servic	483302	\$14,324.09	\$6,094.76	6261	Physical Plant Opera	Contracted Security
			\$8,229.33	6261	Office of the Dir, P	Contracted Security
Storey Kenworthy	483317	\$14,112.35	\$117.78	6322	Microsoft Cerificati	Materials & Supplies
			\$506.84	6322	Office of Dir, Marke	Materials & Supplies
			\$135.15	6322	Practical Nursing	Materials & Supplies
			\$78.46	6322	Technology Camp	Materials & Supplies
			\$170.24	6322	Other General Instit	Materials & Supplies
			\$373.20	6322	Office of the Dir, P	Materials & Supplies
			\$22.52	6322	Office of the Presid	Materials & Supplies
			\$243.67	6322	Office of Dir, Purch	Materials & Supplies
			\$15.70	6322	Promise Jobs-Trainin	Materials & Supplies
			\$465.94	6322	WIA-Dislocated Worke	Materials & Supplies
			\$40.62	6322	NEG-Whirlpool	Materials & Supplies
			\$15.66	6322	Des Moines-General F	Materials & Supplies
			\$6.26	6322	DSM-UI	Materials & Supplies
			\$9.40	6322	DSM-Wag-Pey	Materials & Supplies
			\$2.96	6322	Admissions/Registrat	Materials & Supplies
			\$226.84	6322	Physics/Chemistry/Bi	Materials & Supplies
			\$168.29	6322	Student & Alumni Act	Materials & Supplies
			\$286.45	6322	Student Services	Materials & Supplies
			\$928.85	6322	Student Services	Materials & Supplies
			\$367.47	6322	Office of Dir, Finan	Materials & Supplies
\$197.30	6322	Tool Machinist	Materials & Supplies			
\$301.12	6322	Transportation Insti	Materials & Supplies			
\$52.35	6322	Veterinary Techician	Materials & Supplies			
\$106.43	6322	Office of VP, Commnt	Materials & Supplies			
\$116.51	6322	Wellness	Materials & Supplies			
\$293.28	6322	WLAN Support	Materials & Supplies			
\$360.40	6322	Youth at Risk - Anke	Materials & Supplies			

VENDOR NAME	CHECK NUMBER	CHECK AMOUNT	TRANSACTION AMOUNT	ACCOUNT NUMBER	INDEX TITLE	ACCOUNT TITLE
Storey Kenworthy	483317	\$14,112.35	\$75.53	6322	ASEP Auto	Materials & Supplies
			\$401.17	6322	Office of Dean, Heal	Materials & Supplies
			\$77.88	6322	Info Tech/Network Ad	Materials & Supplies
			\$162.81	6322	Continuing Ed, Home	Materials & Supplies
			\$272.29	6322	Program Development	Materials & Supplies
			\$274.22	6322	Life Skills-Correcti	Materials & Supplies
			\$1,360.77	6322	Iowa Prisoner Reentr	Materials & Supplies
			\$101.25	6322	Strengthng Inst-Titl	Materials & Supplies
			\$104.51	6322	Upward Bound Year 16	Materials & Supplies
			\$4.17	6322	Adult Basic Educatio	Materials & Supplies
			\$31.57	6322	Admission Processing	Materials & Supplies
			\$248.96	6322	Academic Development	Materials & Supplies
			\$51.92	6322	Assessment Center Se	Materials & Supplies
			\$3.54	6322	Boone Athletic Depar	Materials & Supplies
			\$15.00	6322	Business Administrai	Materials & Supplies
			\$29.75	6322	Career Pathways Prog	Materials & Supplies
			\$36.25	6322	Office of Exec Dir,	Materials & Supplies
			\$74.45	6322	Child Care	Materials & Supplies
			\$27.70	6322	Horticulture	Materials & Supplies
			\$700.42	6322	Office of Controller	Materials & Supplies
			\$104.16	6322	Duplicating Services	Materials & Supplies
			\$100.03	6322	Credentials	Materials & Supplies
			\$56.32	6322	Curriculum & Schedul	Materials & Supplies
			\$82.01	6322	Dean, Business & Inf	Materials & Supplies
			\$75.12	6322	Office of Exec Dean,	Materials & Supplies
			\$45.36	6322	Office of Dean, Indu	Materials & Supplies
			\$326.80	6322	Office of Exec Dean,	Materials & Supplies
			\$453.52	6322	Office of Dean, Scie	Materials & Supplies
\$30.49	6322	Office of Exec Dean,	Materials & Supplies			
\$361.81	6322	Office of Exec Dean,	Materials & Supplies			
\$932.28	6322	Economic Development	Materials & Supplies			
\$302.88	6322	Enrollment Managemen	Materials & Supplies			
\$21.81	6322	Equipment Replacemen	Materials & Supplies			
\$500.12	6322	Hotel/Restaurant Man	Materials & Supplies			
\$172.23	6322	Office of Exec Dir,	Materials & Supplies			

Report: FWR040
 Date: 08/21/2008
 Time: 12:18 PM

Des Moines Area Comm College
 List of checks over \$2,500.00 from 30-JUL-2008 to 20-AUG-2008

VENDOR NAME	CHECK		TRANSACTION ACCOUNT		INDEX TITLE	ACCOUNT TITLE
	NUMBER	CHECK AMOUNT	AMOUNT	NUMBER		
Storey Kenworthy	483317	\$14,112.35	\$11.05	6322	High School Completi	Materials & Supplies
			\$794.78	6322	Information Systems	Materials & Supplies
			\$15.62	6322	Library	Materials & Supplies
			\$62.11	6322	Mechanical Maintenanc	Materials & Supplies
Strategic Partnerships LL	483319	\$5,049.10	\$5,049.10	6269	Office of Sr VP, Aca	Other Services
Tiger Direct Inc	483325	\$3,054.70	\$691.17	6323	High Tech Robotics	Minor Equipment
			\$59.98	6323	High Tech Robotics	Minor Equipment
			\$2,303.55	6323	High Tech Robotics	Minor Equipment
United States Postal Serv	483335	\$4,940.36	\$4,940.36	6230	Office of Dir, Marke	Postage and Expediti
Waste Mgmt of Iowa Corp.	483349	\$3,243.56	\$92.40	6190	Utilities	Utilities
			\$93.87	6030	Custodial	Custodial Services
			\$138.44	6030	Custodial	Custodial Services
			\$2,693.99	6030	Custodial	Custodial Services
			\$224.86	6030	Custodial	Custodial Services
Wellmark Health Plan of I	483351	\$747,717.42	\$700,717.15	2250	Fund 1 General Ledge	Health Insurance Pay
			\$47,000.27	2250	Fund 1 General Ledge	Health Insurance Pay
REPORT TOTAL			\$6,471,340.92			

Ames, Iowa
September 8, 2008

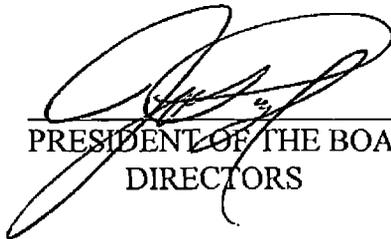
The Board of Directors of the Des Moines Area Community College met in regular session on the 8th day of September, 2008, at 4:00 p.m., at The Hunziker Center, 1420 S. Bell Avenue in Ames, Iowa. The meeting was called to order and there were present the following named Board Members:

<u>Name</u>	<u>Present</u>	<u>Absent</u>
Joseph Pugel, President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jeff Hall	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kevin Halterman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Madelyn Tursi	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ben Norman	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Jim Knott	<input checked="" type="checkbox"/>	<input type="checkbox"/>
James Crawford	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Wayne E. Rouse	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cheryl Langston	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Matters were discussed concerning a Retraining Agreement between the College and Benefit Administration for the Self Employed, L.L.C. Following a discussion of the proposal by the Board, there was introduced and caused to be read a resolution entitled, "A Resolution Approving the Form and Content and Execution and Delivery of a Retraining Agreement between the College and Benefit Administration for the Self Employed, L.L.C." The resolution was moved and seconded as follows, and after due consideration of the resolution by the Board, the President put the question on the motion and, the roll being called, the following named Board Members voted:

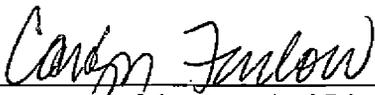
<u>Name</u>	<u>Moved</u>	<u>Seconded</u>	<u>Aye</u>	<u>Nay</u>
Joseph Pugel	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jeff Hall	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kevin Halterman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Madelyn Tursi	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ben Norman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jim Knott	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
James Crawford	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Wayne E. Rouse	<input checked="" 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"/>

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



PRESIDENT OF THE BOARD OF
DIRECTORS

Attest:



Secretary of the Board of Directors

RESOLUTION

A RESOLUTION APPROVING THE FORM AND CONTENT AND EXECUTION AND DELIVERY OF A RETRAINING AGREEMENT BETWEEN THE COLLEGE AND BENEFIT ADMINISTRATION FOR THE SELF EMPLOYED, L.L.C.

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 is authorized and empowered by Chapter 260F of the Code of Iowa, as amended (hereinafter referred to as the "Act"), to provide a "Jobs Training Program" as that term is defined in the Act, including the program costs, the purpose of which is to provide retraining of existing workers for a business within the State of Iowa (the "State") in order to improve the economic welfare of the residents of the State, and is authorized under the Act to pay the costs of such a program from funds allocated for such purpose by the Iowa Department of Economic Development under Section 260F.6 of the Act; and

WHEREAS, the College has undertaken negotiations with respect to a Jobs Training Program with Benefit Administration for the Self Employed, L.L.C. (the "Company"), pursuant to the provisions of the Act for the purpose of establishing a jobs training program (hereinafter referred to as the "Project") to retrain workers at the Company at its facilities located in the merged area served by the College, which Project will be beneficial to the Company and the College; and

WHEREAS, the College has received an allocation (the "Fund Advance") under Section 260F.6 of the Act in order to defray all or a portion of the cost of the Project, including necessary expenses incidental thereto, in the amount of \$25,000; and

WHEREAS, a Retraining Agreement, in the form and with the contents set forth in Exhibit "A" attached hereto, has been negotiated by the College under the terms of which the College agrees, subject to the provisions of such Agreement, to provide a Jobs Training Program for the Company;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DES MOINES AREA COMMUNITY COLLEGE, AS FOLLOWS:

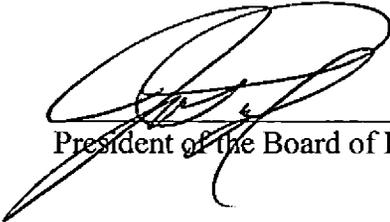
Section 1. That the Retraining Agreement, in the form and with the contents set forth in Exhibit "A" attached hereto, be and the same is hereby approved and the President of the Board of Directors is hereby authorized to execute said Retraining Agreement, and the Secretary of the Board of Directors is hereby authorized to attest the same, said Retraining Agreement, which constitutes and is hereby made a part of this Resolution, to be in substantially the form, text and containing the provisions set forth in Exhibit "A" attached hereto with such changes therein as the officers executing such Retraining Agreement shall approve, such approval to be conclusively evidenced by the execution thereof.

Section 2. That the form of resolution required by the Iowa Department of Economic Development (the "Department") is hereby approved and the officers of the College are authorized to file such resolution in accordance with the requirements of the Department.

Section 3. That 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.

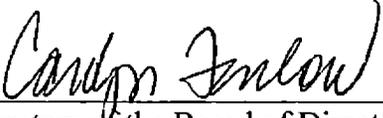
Section 4. That all resolutions and parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved this 8th day of September, 2008.



President of the Board of Directors

ATTEST:



Secretary of the Board of Directors

STATE OF IOWA)
) ss
COUNTY OF STORY)

I, Carolyn Farlow, Secretary of the Board of Directors of the Des Moines Area Community College, 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 September 8, 2008, which proceedings remain in full force and effect, and 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 of Directors 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 of Directors (a copy of the face sheet of said agenda being attached hereto) pursuant to the rules of the Board of Directors 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 of Directors 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.

WITNESS my hand hereto affixed this 8th day of September, 2008.



SECRETARY OF THE BOARD OF
DIRECTORS

IOWA JOBS TRAINING PROGRAM (260F) TRAINING CONTRACT

This Iowa Jobs Training Program TRAINING CONTRACT (the "Contract"), effective as of September 8, 2008 between Des Moines Area Community College, Ankeny, Iowa, (the "Community College" and its location), and Benefit Administration for the Self Employed, L.L.C., Adel, Iowa, (the "Employer" and its location), is entered into under the following circumstances:

- A. Pursuant to Chapter 260F of the Code of Iowa (the "Act"), the Community College enters into this Contract with the Employer for purposes of establishing a training program to educate and train certain persons employed by the Employer.
- B. The Community College and the Employer each have full right and lawful authority to enter into this Contract and to perform and monitor the provisions of this Contract as they apply respectively to the Community College and the Employer.

NOW, THEREFORE, in consideration of the premises and the mutual representations and agreements herein contained, the parties agree as follows:

ARTICLE I REPRESENTATIONS

Section 1.1. Representations of the Community College. The Community College represents and covenants that:

- (A) It is duly organized and validly existing under the laws of the State of Iowa;
- (B) It is not in violation of or in conflict with any provisions of the laws of the State, which would impair its ability to carry out its obligations hereunder;
- (C) It is empowered to enter into the transactions contemplated by this Contract; and
- (D) It will do all things in its power required to maintain its existence or assure the assumption of its obligations hereunder by any successor public body.

Section 1.2. Representations and Covenants of the Employer.
The Employer represents and covenants that:

- (A) It is a business duly qualified to do business in Iowa;
- (B) It has full power to execute, deliver, and perform this Contract and all other instruments given by the Employer to secure its performance and to enter into and carry out the transactions contemplated herein. Such execution, delivery, and performance are not in contravention of law or the Employer's articles of incorporation, by-laws or any indenture, agreement, mortgage, lease, undertaking, or any other restriction, obligation or instrument to which the Employer is a party or by which it is bound.

This Contract has by proper action been duly authorized, executed, and delivered by the Employer and all steps necessary have been taken to constitute this Contract as a valid and binding obligation of the Employer.

- (C) There is no threatened, pending, or actual litigation or proceeding against the Employer or any other person which affects, in any manner whatsoever, the right of the Employer to execute the Contract or to otherwise comply with its obligations contained in the Contract.
- (D) The Employer is engaged in interstate or intrastate commerce for the purpose of manufacturing, processing, or assembling products or conducting research and development; OR, provides services and has customers outside of Iowa.
- (E) The employer, within the 36 month period prior to the date of this application, did not close or reduce its employment base by more than 20 percent at any of its other business sites in Iowa in order to relocate substantially the same operation to another area of the state.
- (F) The employer is not currently involved in a strike, lockout, or other labor dispute at any of its business sites in Iowa.
- (G) Persons to receive training under this Contract are current employees of the employer for which the employer pays state withholding tax.
- (H) Employees to receive training are not replacement workers who were hired as a result of a strike, lockout, or other labor dispute.
- (I) The employer is an equal opportunity employer which complies with all local, state, and federal affirmative action requirements.

ARTICLE II PROJECT; PROGRAM SERVICES; FEES

Section 2.1 The Iowa Jobs Training Program (260F) Application for Assistance, as submitted by the Community College in behalf of the Employer, and as approved by the Iowa Department of Economic Development, shall be incorporated as an integral part of this Contract. The "Project", as defined by the Application, shall consist of the program services and costs of services to be provided, the number of employees to be trained, the beginning and ending dates of training, the stated budget, and any other provisions specified in the Application.

Section 2.2. The Community College agrees to provide the program services within the constraints of funds awarded and released to the Project by the Department of Economic Development. It is understood and agreed that the Employer and the Community College will cooperate in the coordination and programming of the specific expenditures and operation of the Project within the guidelines set out by the approved application.

Section 2.3. Iowa Code section 84A.5 requires the Department of Economic Development to report to the Iowa General Assembly the impact of training provided by this Program on the wages of employees who receive training. This information is obtained by matching social security numbers of trainees with State income records. The Employer therefore agrees to provide the social security number of each employee who receives training under this contract.

Section 2.4. The Employer agrees to complete Performance Report, Form 260F-5, at the completion of training to evaluate the initial impact of training on the Business' operations. The Employer also agrees to complete a follow-up report one year after the completion of training to determine whether the Business' initial objectives for training were met.

Section 2.5. It is understood by the Community College and the Employer that should project funds not be available or received from the Department of Economic Development within a reasonable period of time, this Contract shall be terminated by mutual agreement of the parties. In any event, the Employer shall pay all administrative and legal costs associated with this Project which have been incurred by the Community College.

ARTICLE III PAYMENT AND SECURITY

Section 3.1. The Community College shall create a fund to deposit monies awarded to the Project by the Department of Economic Development (DED). Funds awarded by DED shall be known as the Project Award. Interest earned on the fund shall be refunded to the State if not used by the Community College in accordance with Iowa Administrative Code Chapter 261.

Section 3.2. The Employer and the Community College agree that the Project Award, in the amount of \$25,000.00, is issued by DED as a forgivable loan and shall not be required to be repaid by the Employer unless an event of default has occurred. Events of default and associated penalties are specified in Article VI of this Contract. The Community College and the Department of Economic Development shall determine whether an event of default has occurred.

ARTICLE IV CONTRACT MODIFICATION

Section 4.1. An Employer shall not modify any provision of this Contract without the prior written approval of the Community College.

Section 4.2. The Community College, with the written consent of the Employer, has the authority to modify all provisions of this Contract **except** modifications which result in a reduction of the number of employees to be trained or which significantly change the training program. The Community College is authorized to change the ending dates of the training project, training provider, or other minor modifications to the training program. A signed copy of the modification must be sent to the Department.

Section 4.3. Modifications which result in a reduction of the number of employees to be trained or change the training program content must be approved by the Department of Economic Development, the Community College, and the Employer.

Section 4.4. This Contract shall not be modified in any way that would result in a violation of the "Act".

ARTICLE V
EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION REQUIREMENTS

Section 5.1. The employer shall comply with all federal, state, and local laws, rules, and executive orders, to insure that no applicant for employment or employee is discriminated against because of race, religion, color, age, sex, national origin, or disability.

Section 5.2. The employer shall provide state or federal agencies with appropriate reports as required to insure compliance with equal employment opportunity laws and regulations.

Section 5.3. The employer shall insure, to the maximum extent possible, that all authorized subcontractors comply with provisions of this section.

ARTICLE VI
EVENTS OF DEFAULT

Section 6.1. Events of Default. Each of the following shall be an "event of default":

- (A) The Employer fails to complete the training project within the agreed period of time as specified in the training Contract. Such Employer shall be required to repay 20 percent of total project funds expended by the community college and the business.
- (B) The Employer fails to train the agreed number of employees as specified in the training Contract. Such Employer shall be required to repay a proportionate amount of total project funds expended by the community college and the Employer. The proportion shall be based on the number of employees not trained compared to the number of employees to have been trained.
- (C) If both (A) and (B) occur, both penalties shall apply.
- (D) The Employer fails to comply with any requirements contained in the training agreement. The Employer shall be sent written notice by the community college, which specifies the issue(s) of noncompliance and shall be allowed 20 days from the date notice is sent to effect a cure. If noncompliance is of such a nature that a cure cannot be reasonably accomplished within 20 days, the community college has the discretion to extend the period of cure to a maximum of 60 days.
- (E) The Employer ceases or announces the cessation of operations at the project site prior to completion of the training program.
- (F) The Employer directly or indirectly makes any false or misleading representations or warranties in the program application or training agreement, reports, or any other documents, which are provided, to the community college or the department.
- (G) The Employer acts in any manner contrary to, or fails to act in accordance with any provision of the training Contract.
- (H) An Employer takes corporate action to effect any of the preceding conditions of default.

Section 6.2. Whenever an event of default has occurred, further training or payments to the Employer shall be suspended.

Section 6.3. Whenever an event of default has occurred for reasons cited in ARTICLE VI, Section 6.1. (A-C), the Employer shall immediately pay to the Department of Economic Development the amount of penalty determined by the Department. The Employer shall also pay interest on the amount to be repaid at the rate of 6%. Interest shall accrue from the issuance date specified on the Project Award check.

Section 6.4. Whenever an event of default has occurred for reasons cited in ARTICLE VI, Section 6.1. (D-H), the Employer shall immediately pay to the Department of Economic Development the amount expended by the Employer and the Community College from the Project Award. The Employer shall also pay interest on the amount to be repaid at the rate of 6%. Interest shall accrue from the issuance date specified on the Project Award check.

Section 6.5. Whenever an event of default has occurred and is continuing, the Community College may take whatever action at law or in equity may appear necessary or desirable to collect the amounts then due or to enforce performance and observance of any other obligation or agreement of the Employer under this Contract.

Section 6.6. No remedy conferred upon or reserved to the Community College by this Contract is intended to be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy now or hereafter existing at law, in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient. In order to entitle the Community College to exercise any remedy reserved to it in this Article, it shall not be necessary to give any notice, other than such notice as may be expressly required herein.

Section 6.7. In the event any agreement contained in this Contract should be breached by either party and thereafter waived by the other party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other breach hereunder.

Section 6.8. As required by Iowa Administrative Code, Chapter F, any payments required to be made by the Employer to the Department of Economic Development are a lien upon the Employer's property until paid and have equal precedence with ordinary taxes and shall not be divested by a judicial sale. Property subject to the lien may be sold for sums due and delinquent at a tax sale, with the same forfeitures, penalties, and consequences as for the nonpayment of ordinary taxes. The purchaser at tax sale obtains the property subject to the remaining payments.

Section 6.9. Whenever an event of default has occurred and is unresolved, the Community College shall assign this Contract to the Iowa Department of Economic Development for appropriate collection action.

**ARTICLE VII
MISCELLANEOUS**

Section 7.1. All notices, requests or other communications hereunder shall be in writing and shall be deemed to be sufficiently given when mailed by registered or certified mail, postage prepaid, addressed to the appropriate address as follows:

Community College: Des Moines Area Community College
2006 South Ankeny Boulevard
Ankeny, IA 50023

Employer: BASE
601 Visions Parkway
Adel, IA 50003

The Employer and the Community College may, by notice given hereunder, designate any further or different addresses to which subsequent notices, requests or other communications shall be sent.

Section 7.2. All covenants, stipulations, obligations and agreements of the Community College contained in this Contract shall be effective to the extent authorized and permitted by applicable law. No such covenant, stipulation, obligation or agreement shall be deemed to be a covenant, stipulation, obligation or agreement of any present or future member, officer, agent or employee of the Community College or the Board of Directors other than in his official capacity, and neither the members of the Board of Directors nor any official executing this Contract shall be liable personally or be subject to any personal liability or accountability by reason of the covenants, stipulations, obligations or agreements of the Community College contained in this Contract.

Section 7.3. This Contract shall benefit of and be binding in accordance with its terms upon the Community College, the Employer and their respective permitted successors and assigns. This Contract may not be assigned by the Employer without the express written consent of the Community College and may not be assigned by the Community College except as may be necessary to enforce or secure payment due resulting from an event of default.

Section 7.4. This Contract may be executed in any number of counterparts, each of which shall be regarded as an original and all of which shall constitute but one and the same instrument.

Section 7.5. If any provision of this Contract, or any covenant, stipulation, obligation, agreement, act, or action, or part thereof made, assumed, entered into or taken thereunder or any application thereof, is for any reason held to be illegal or invalid, such illegality or invalidity shall not affect any other provision or any other covenant, stipulation, obligation, agreement, act or action or part thereof, made, assumed, entered into, or taken, each of which shall be construed and enforced as if such illegal or invalid portion were not contained herein. Nor shall illegality of any

application thereof affect any legal and valid application thereof, and each such provision, covenant, stipulation, obligation, agreement, act, or action, or part thereof shall be deemed to be effective, operative, made, entered into or taken in the manner and to the full extent permitted by law.

Section 7.6. This Contract shall be governed exclusively by and construed in accordance with the laws of the State of Iowa.

IN WITNESS WHEREOF, the Community College and the Employer have caused this Contract to be duly executed all as of the date hereinabove written.

Des Moines Area Community College

Community College

Authorized Signature

Joe Pugh, Board President

Type Name and Title

BASE

Business

Authorized Signature

Shawndi Filby

Type Name and Title

shawndi@base105.com

Email Address

2006 South Ankeny Blvd.

601 Visions Parkway

Ankeny, IA 50023

Address

9/8/08

Date

Adel, IA 50003

Address

4 Aug 08

Date

~~Shawndi Filby~~

260F-4 (03/00)

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Approved as to Form 08/26/96 by DMACC General Counsel

**IOWA JOBS
TRAINING PROGRAM**

**RETRAINING PROJECT
TRAINING PLAN**

for

**Benefit Administration for the Self Employed, L.L.C.
Project #1**

November 8, 2007

**Training Plan and Budget
For
BASE, 260F #1
260F Project**

The following Training Plan reflects the expected training activities for BASE. The company will participate in some, if not all, of the following activities.

The company will document the names and social security numbers of the employees who receive training, and will keep track of specific training received by each employee. All records of training documentation to support the expenditures will be kept according to the categories shown below. They will be submitted for reimbursement as the training progresses.

This training plan has been designed by BGS Enterprise, LLC staff with assistance from a DMACC Training Consultant. The Training Plan and Budget are as follows.

	Cost	260F Cost
I. Job Skill Training	\$ 10400.00	\$ 7800.00

- **Professional Development** – BASE may send employees to classes offered by DMACC and/or outside vendors. The training may include but is not limited to sales training, customer service, and time management. Consulting may also be included.
- **Computer Skills** – The training may instruct employees on computer software and computer systems. DMACC and/or outside vendors may provide computer skills training that may include but is not limited to the following: Any and or all products contained in Microsoft Office, Flash,
- **Workplace Lean** – BASE may do a workplace lean assessment. Training may include but is not limited to workplace lean, lean pillars, lean 101. Consulting and instruction on implementation may also be included.

The following positions will be trained on the above jobs skills:

- 7 Sales Reps
 - 7 Customer Service Reps
- 14 total employees to be trained

II. Management/Supervisory Skills **\$15,688.00** **\$11,450.00**

Leadership Development - BASE may be sending their supervisors through training on the following topics which may include but is not limited to the following areas: leadership, management, interpersonal, motivational and teamwork skills. This will help the supervisor better manage employees. On-line training may be included. Consulting may also be included.

The following positions will be trained on the above Management/Supervisory Skills:

- 1 Customer Service Manager
- 1 Sales Manager
- 1 Director or Operations
- 1 Office Manager
- 1 IT Manager
- 1 HR Manager

6 total managers to be trained

III. Materials and Supplies **\$ 3,500.00** **\$2,000.00**

Learning resources may be purchased for training; these may include but are not limited to, technical manuals, DVDs, videos and audio visual equipment, data projector, computer and computer software.

IV. Administrative Costs **\$ 3,750.00** **\$ 3,750.00**

DMACC will help the company monitor the activity for the duration of the contract to assure that the training objectives are met.

Total **\$33,338.00** **\$25,000.00**

The training began 11/08/2007 with completion anticipated 11/08/2009 upon receipt of proper documentation and reimbursement to all providers of training and training that meets guidelines of 260F, DMACC and this training plan will be made on an applied for basis.

6. TRAINING PLAN

I. Training start date.	<u>11/08/2007</u>	
II. Training end date.	<u>11/08/2009</u>	
III. <u>TOTAL UNDUPLICATED</u> number of employees to be trained.	<u>20</u>	

LIST OF TRAINING ACTIVITIES TO BE PROVIDED

Complete the following chart for each training activity to be provided. Training activities include vocational and skill assessment and testing, consulting, evaluation, job-related training, etc. List each training activity. Include all direct costs associated with each item listed including trainer cost, equipment, materials, supplies, facility cost, transportation, meals, etc. Do not include employee wages. Attach a comprehensive description for each of the listed items. Insert the descriptions immediately following this page.

TRAINING ACTIVITY	TRAINING COST	# TO BE TRAINED	IN KIND MATCH
Job Training Skills	10,400.00	14	VALUE OF WAGES & BENEFITS: 3,000.00 VALUE OF FACILITIES: VALUE OF EQUIPMENT: VALUE OF SUPPLIES: OTHER: TOTAL IN-KIND MATCH 3,000.00
Management Supervisory	15,688.00	6	
Materials	3,500.00		
TOTAL TRAINING COST			

Total Training Cost		29,588.00
Admin. Costs	+	3,750.00
Total Project Cost	equals	33,338.00
Company Cash Match	-	8338.00
IDED Award Amount	equals	25,000.00
(Maximum Award \$25,000)		

Business contribution above minimum program match? Yes No

#4

Ames, Iowa
September 8, 2008

The Board of Directors of the Des Moines Area Community College met in regular session on the 8th day of September, 2008, at 4:00 p.m., at The Hunziker Center, 1420 S. Bell Avenue in Ames, Iowa. The meeting was called to order and there were present the following named Board Members:

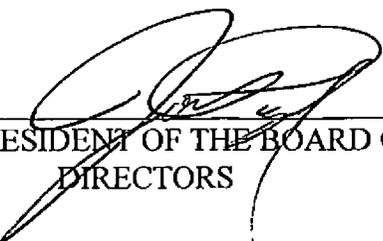
<u>Name</u>	<u>Present</u>	<u>Absent</u>
Joseph Pugel, President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jeff Hall	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kevin Halterman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Madelyn Tursi	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ben Norman	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Jim Knott	<input checked="" type="checkbox"/>	<input type="checkbox"/>
James Crawford	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Wayne E. Rouse	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cheryl Langston	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Matters were discussed concerning a Retraining Agreement between the College and Paragon International, Inc. Following a discussion of the proposal by the Board, there was introduced and caused to be read a resolution entitled, "A Resolution Approving the Form and Content and Execution and Delivery of a Retraining Agreement between the College and Paragon International, Inc." The resolution was moved and seconded as follows, and after due consideration of the resolution by the Board, the President put the question on the motion and, the roll being called, the following named Board Members voted:

<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"/>
Jeff Hall	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kevin Halterman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Madelyn Tursi	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ben Norman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jim Knott	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
James Crawford	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Wayne E. Rouse	<input checked="" 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"/>

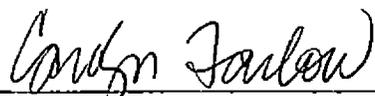
Whereupon, the President declared said resolution, a copy of which is attached hereto, duly adopted and signed his approval thereto.

* * * * *



PRESIDENT OF THE BOARD OF
DIRECTORS

Attest:



Secretary of the Board of Directors

RESOLUTION

A RESOLUTION APPROVING THE FORM AND CONTENT AND EXECUTION AND DELIVERY OF A RETRAINING AGREEMENT BETWEEN THE COLLEGE AND PARAGON INTERNATIONAL, INC.

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 is authorized and empowered by Chapter 260F of the Code of Iowa, as amended (hereinafter referred to as the "Act"), to provide a "Jobs Training Program" as that term is defined in the Act, including the program costs, the purpose of which is to provide retraining of existing workers for a business within the State of Iowa (the "State") in order to improve the economic welfare of the residents of the State, and is authorized under the Act to pay the costs of such a program from funds allocated for such purpose by the Iowa Department of Economic Development under Section 260F.6 of the Act; and

WHEREAS, the College has undertaken negotiations with respect to a Jobs Training Program with Paragon International, Inc. (the "Company"), pursuant to the provisions of the Act for the purpose of establishing a jobs training program (hereinafter referred to as the "Project") to retrain workers at the Company at its facilities located in the merged area served by the College, which Project will be beneficial to the Company and the College; and

WHEREAS, the College has received an allocation (the "Fund Advance") under Section 260F.6 of the Act in order to defray all or a portion of the cost of the Project, including necessary expenses incidental thereto, in the amount of \$25,000; and

WHEREAS, a Retraining Agreement, in the form and with the contents set forth in Exhibit "A" attached hereto, has been negotiated by the College under the terms of which the College agrees, subject to the provisions of such Agreement, to provide a Jobs Training Program for the Company;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DES MOINES AREA COMMUNITY COLLEGE, AS FOLLOWS:

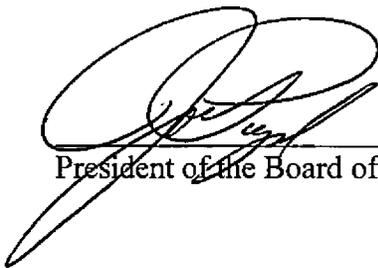
Section 1. That the Retraining Agreement, in the form and with the contents set forth in Exhibit "A" attached hereto, be and the same is hereby approved and the President of the Board of Directors is hereby authorized to execute said Retraining Agreement, and the Secretary of the Board of Directors is hereby authorized to attest the same, said Retraining Agreement, which constitutes and is hereby made a part of this Resolution, to be in substantially the form, text and containing the provisions set forth in Exhibit "A" attached hereto with such changes therein as the officers executing such Retraining Agreement shall approve, such approval to be conclusively evidenced by the execution thereof.

Section 2. That the form of resolution required by the Iowa Department of Economic Development (the "Department") is hereby approved and the officers of the College are authorized to file such resolution in accordance with the requirements of the Department.

Section 3. That 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.

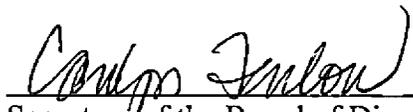
Section 4. That all resolutions and parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved this 8th day of September, 2008.



President of the Board of Directors

ATTEST:

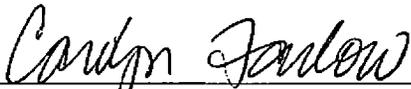


Secretary of the Board of Directors

STATE OF IOWA)
) ss
COUNTY OF STORY)

I, Carolyn Farlow, Secretary of the Board of Directors of the Des Moines Area Community College, 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 September 8, 2008, which proceedings remain in full force and effect, and 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 of Directors 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 of Directors (a copy of the face sheet of said agenda being attached hereto) pursuant to the rules of the Board of Directors 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 of Directors 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.

WITNESS my hand hereto affixed this 8th day of September, 2008.



SECRETARY OF THE BOARD OF
DIRECTORS

IOWA JOBS TRAINING PROGRAM (260F) TRAINING CONTRACT

This Iowa Jobs Training Program TRAINING CONTRACT (the "Contract"), effective as of September 8, 2008 between Des Moines Area Community College, Ankeny, Iowa, (the "Community College" and its location), and Paragon International, Inc., Nevada, Iowa, (the "Employer" and its location), is entered into under the following circumstances:

- A. Pursuant to Chapter 260F of the Code of Iowa (the "Act"), the Community College enters into this Contract with the Employer for purposes of establishing a training program to educate and train certain persons employed by the Employer.
- B. The Community College and the Employer each have full right and lawful authority to enter into this Contract and to perform and monitor the provisions of this Contract as they apply respectively to the Community College and the Employer.

NOW, THEREFORE, in consideration of the premises and the mutual representations and agreements herein contained, the parties agree as follows:

ARTICLE I REPRESENTATIONS

Section 1.1. Representations of the Community College. The Community College represents and covenants that:

- (A) It is duly organized and validly existing under the laws of the State of Iowa;
- (B) It is not in violation of or in conflict with any provisions of the laws of the State, which would impair its ability to carry out its obligations hereunder;
- (C) It is empowered to enter into the transactions contemplated by this Contract; and
- (D) It will do all things in its power required to maintain its existence or assure the assumption of its obligations hereunder by any successor public body.

Section 1.2. Representations and Covenants of the Employer.

The Employer represents and covenants that:

- (A) It is a business duly qualified to do business in Iowa;
- (B) It has full power to execute, deliver, and perform this Contract and all other instruments given by the Employer to secure its performance and to enter into and carry out the transactions contemplated herein. Such execution, delivery, and performance are not in contravention of law or the Employer's articles of incorporation, by-laws or any indenture, agreement, mortgage, lease, undertaking, or any other restriction, obligation or instrument to which the Employer is a party or by which it is bound.

This Contract has by proper action been duly authorized, executed, and delivered by the Employer and all steps necessary have been taken to constitute this Contract as a valid and binding obligation of the Employer.

- (C) There is no threatened, pending, or actual litigation or proceeding against the Employer or any other person which affects, in any manner whatsoever, the right of the Employer to execute the Contract or to otherwise comply with its obligations contained in the Contract.
- (D) The Employer is engaged in interstate or intrastate commerce for the purpose of manufacturing, processing, or assembling products or conducting research and development; OR, provides services and has customers outside of Iowa.
- (E) The employer, within the 36 month period prior to the date of this application, did not close or reduce its employment base by more than 20 percent at any of its other business sites in Iowa in order to relocate substantially the same operation to another area of the state.
- (F) The employer is not currently involved in a strike, lockout, or other labor dispute at any of its business sites in Iowa.
- (G) Persons to receive training under this Contract are current employees of the employer for which the employer pays state withholding tax.
- (H) Employees to receive training are not replacement workers who were hired as a result of a strike, lockout, or other labor dispute.
- (I) The employer is an equal opportunity employer which complies with all local, state, and federal affirmative action requirements.

ARTICLE II PROJECT; PROGRAM SERVICES; FEES

Section 2.1 The Iowa Jobs Training Program (260F) Application for Assistance, as submitted by the Community College in behalf of the Employer, and as approved by the Iowa Department of Economic Development, shall be incorporated as an integral part of this Contract. The "Project", as defined by the Application, shall consist of the program services and costs of services to be provided, the number of employees to be trained, the beginning and ending dates of training, the stated budget, and any other provisions specified in the Application.

Section 2.2. The Community College agrees to provide the program services within the constraints of funds awarded and released to the Project by the Department of Economic Development. It is understood and agreed that the Employer and the Community College will cooperate in the coordination and programming of the specific expenditures and operation of the Project within the guidelines set out by the approved application.

Section 2.3. Iowa Code section 84A.5 requires the Department of Economic Development to report to the Iowa General Assembly the impact of training provided by this Program on the wages of employees who receive training. This information is obtained by matching social security numbers of trainees with State income records. The Employer therefore agrees to provide the social security number of each employee who receives training under this contract.

Section 2.4. The Employer agrees to complete Performance Report, Form 260F-5, at the completion of training to evaluate the initial impact of training on the Business' operations. The Employer also agrees to complete a follow-up report one year after the completion of training to determine whether the Business' initial objectives for training were met.

Section 2.5. It is understood by the Community College and the Employer that should project funds not be available or received from the Department of Economic Development within a reasonable period of time, this Contract shall be terminated by mutual agreement of the parties. In any event, the Employer shall pay all administrative and legal costs associated with this Project which have been incurred by the Community College.

ARTICLE III PAYMENT AND SECURITY

Section 3.1. The Community College shall create a fund to deposit monies awarded to the Project by the Department of Economic Development (DED). Funds awarded by DED shall be known as the Project Award. Interest earned on the fund shall be refunded to the State if not used by the Community College in accordance with Iowa Administrative Code Chapter 261.

Section 3.2. The Employer and the Community College agree that the Project Award, in the amount of \$25,000.00, is issued by DED as a forgivable loan and shall not be required to be repaid by the Employer unless an event of default has occurred. Events of default and associated penalties are specified in Article VI of this Contract. The Community College and the Department of Economic Development shall determine whether an event of default has occurred.

ARTICLE IV CONTRACT MODIFICATION

Section 4.1. An Employer shall not modify any provision of this Contract without the prior written approval of the Community College.

Section 4.2. The Community College, with the written consent of the Employer, has the authority to modify all provisions of this Contract **except** modifications which result in a reduction of the number of employees to be trained or which significantly change the training program. The Community College is authorized to change the ending dates of the training project, training provider, or other minor modifications to the training program. A signed copy of the modification must be sent to the Department.

Section 4.3. Modifications which result in a reduction of the number of employees to be trained or change the training program content must be approved by the Department of Economic Development, the Community College, and the Employer.

Section 4.4. This Contract shall not be modified in any way that would result in a violation of the "Act".

ARTICLE V
EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION REQUIREMENTS

Section 5.1. The employer shall comply with all federal, state, and local laws, rules, and executive orders, to insure that no applicant for employment or employee is discriminated against because of race, religion, color, age, sex, national origin, or disability.

Section 5.2. The employer shall provide state or federal agencies with appropriate reports as required to insure compliance with equal employment opportunity laws and regulations.

Section 5.3. The employer shall insure, to the maximum extent possible, that all authorized subcontractors comply with provisions of this section.

ARTICLE VI
EVENTS OF DEFAULT

Section 6.1. Events of Default. Each of the following shall be an "event of default":

- (A) The Employer fails to complete the training project within the agreed period of time as specified in the training Contract. Such Employer shall be required to repay 20 percent of total project funds expended by the community college and the business.
- (B) The Employer fails to train the agreed number of employees as specified in the training Contract. Such Employer shall be required to repay a proportionate amount of total project funds expended by the community college and the Employer. The proportion shall be based on the number of employees not trained compared to the number of employees to have been trained.
- (C) If both (A) and (B) occur, both penalties shall apply.
- (D) The Employer fails to comply with any requirements contained in the training agreement. The Employer shall be sent written notice by the community college, which specifies the issue(s) of noncompliance and shall be allowed 20 days from the date notice is sent to effect a cure. If noncompliance is of such a nature that a cure cannot be reasonably accomplished within 20 days, the community college has the discretion to extend the period of cure to a maximum of 60 days.
- (E) The Employer ceases or announces the cessation of operations at the project site prior to completion of the training program.
- (F) The Employer directly or indirectly makes any false or misleading representations or warranties in the program application or training agreement, reports, or any other documents, which are provided, to the community college or the department.
- (G) The Employer acts in any manner contrary to, or fails to act in accordance with any provision of the training Contract.
- (H) An Employer takes corporate action to effect any of the preceding conditions of default.

Section 6.2. Whenever an event of default has occurred, further training or payments to the Employer shall be suspended.

Section 6.3. Whenever an event of default has occurred for reasons cited in ARTICLE VI, Section 6.1. (A-C), the Employer shall immediately pay to the Department of Economic Development the amount of penalty determined by the Department. The Employer shall also pay interest on the amount to be repaid at the rate of 6%. Interest shall accrue from the issuance date specified on the Project Award check.

Section 6.4. Whenever an event of default has occurred for reasons cited in ARTICLE VI, Section 6.1. (D-H), the Employer shall immediately pay to the Department of Economic Development the amount expended by the Employer and the Community College from the Project Award. The Employer shall also pay interest on the amount to be repaid at the rate of 6%. Interest shall accrue from the issuance date specified on the Project Award check.

Section 6.5. Whenever an event of default has occurred and is continuing, the Community College may take whatever action at law or in equity may appear necessary or desirable to collect the amounts then due or to enforce performance and observance of any other obligation or agreement of the Employer under this Contract.

Section 6.6. No remedy conferred upon or reserved to the Community College by this Contract is intended to be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy now or hereafter existing at law, in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient. In order to entitle the Community College to exercise any remedy reserved to it in this Article, shall not be necessary to give any notice, other than such notice as may be expressly required herein.

Section 6.7. In the event any agreement contained in this Contract should be breached by either party and thereafter waived by the other party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other breach hereunder.

Section 6.8. As required by Iowa Administrative Code, Chapter F, any payments required to be made by the Employer to the Department of Economic Development are a lien upon the Employer's property until paid and have equal precedence with ordinary taxes and shall not be divested by a judicial sale. Property subject to the lien may be sold for sums due and delinquent at a tax sale, with the same forfeitures, penalties, and consequences as for the nonpayment of ordinary taxes. The purchaser at tax sale obtains the property subject to the remaining payments.

Section 6.9. Whenever an event of default has occurred and is unresolved, the Community College shall assign this Contract to the Iowa Department of Economic Development for appropriate collection action.

**ARTICLE VII
MISCELLANEOUS**

Section 7.1. All notices, requests or other communications hereunder shall be in writing and shall be deemed to be sufficiently given when mailed by registered or certified mail, postage prepaid, addressed to the appropriate address as follows:

Community College: Des Moines Area Community College
2006 South Ankeny Boulevard
Ankeny, IA 50023

Employer: Paragon International, Inc.
731 W. 18th St.
Nevada, IA 50201

The Employer and the Community College may, by notice given hereunder, designate any further or different addresses to which subsequent notices, requests or other communications shall be sent.

Section 7.2. All covenants, stipulations, obligations and agreements of the Community College contained in this Contract shall be effective to the extent authorized and permitted by applicable law. No such covenant, stipulation, obligation or agreement shall be deemed to be a covenant, stipulation, obligation or agreement of any present or future member, officer, agent or employee of the Community College or the Board of Directors other than in his official capacity, and neither the members of the Board of Directors nor any official executing this Contract shall be liable personally or be subject to any personal liability or accountability by reason of the covenants, stipulations, obligations or agreements of the Community College contained in this Contract.

Section 7.3. This Contract shall benefit of and be binding in accordance with its terms upon the Community College, the Employer and their respective permitted successors and assigns. This Contract may not be assigned by the Employer without the express written consent of the Community College and may not be assigned by the Community College except as may be necessary to enforce or secure payment due resulting from an event of default.

Section 7.4. This Contract may be executed in any number of counterparts, each of which shall be regarded as an original and all of which shall constitute but one and the same instrument.

Section 7.5. If any provision of this Contract, or any covenant, stipulation, obligation, agreement, act, or action, or part thereof made, assumed, entered into or taken thereunder or any application thereof, is for any reason held to be illegal or invalid, such illegality or invalidity shall not affect any other provision or any other covenant, stipulation, obligation, agreement, act or action or part thereof, made, assumed, entered into, or taken, each of which shall be construed and enforced as if such illegal or invalid portion were not contained herein. Nor shall illegality of any

application thereof affect any legal and valid application thereof, and each such provision, covenant, stipulation, obligation, agreement, act, or action, or part thereof shall be deemed to be effective, operative, made, entered into or taken in the manner and to the full extent permitted by law.

Section 7.6. This Contract shall be governed exclusively by and construed in accordance with the laws of the State of Iowa.

IN WITNESS WHEREOF, the Community College and the Employer have caused this Contract to be duly executed all as of the date hereinabove written.

Des Moines Area Community College

Community College

Authorized Signature

Joe Pugh
Joe Pugh, Board President
Type Name and Title

2006 South Ankeny Blvd.

Ankeny, IA 50023

Address

9/8/08

Date

Paragon International, Inc.

Business

Authorized Signature

David Swegle
DAVID SWEGLE PRESIDENT
Type Name and Title

DAVE @ MANUFACTURED FUN.COM

Email Address

731 W 18th STREET

PO Box 560 NELODA IA, 50201

Address

9/5/08

Date

260F-4 (03/00)

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Approved as to Form 08/26/96 by DMACC General Counsel

~~David Swegle~~

**IOWA JOBS
TRAINING PROGRAM**

**RETRAINING PROJECT
TRAINING PLAN**

for

**Paragon International, Inc.
Project #2**

August 1, 2007

**Training Plan And Budget
For
Paragon International, Inc.**

260F Project #2

The following Training Plan reflects the expected training activities for Paragon. The company will document the names and social security numbers of the employees who receive training, and will keep track of the specific training received by each employee. All records of training documentation to support the expenditures will be kept according to the categories shown below. They will be submitted for reimbursement as the training progresses.

	Total Cost	260F Cost
I. Job Skill Training	\$27,650	\$19,250

The following activities are intended to assist employees of Paragon to improve their knowledge and practice of ISO, Computer Skills, Management Skills, Professional Skill Development, Sales and Customer Service, Quality training, Continuous Improvement, and Safety skills:

- Classes, seminars, and training for Quality and ISO training. May include Auditor Training, Root Cause Analysis, refresher training, and/or new procedure training.
- Computer Skills training to be provided by DMACC and/or outside vendors. May include Microsoft products training as well as business-specific software training.
- Classes, seminars, and training for Professional Skill Development. May include tuition reimbursement for college classes, communication skills, new employee orientation, sexual harassment training, project management, time management, coaching and counseling, and/or negotiation skills.

Paragon International, Inc. (continued)

- Classes, seminars, and training to be provided in Sales and Customer Service. May include Service Plus, Sales Training, and other topics related to gaining and retaining customers.
- DMACC and/or outside vendors to provide safety related training to help Paragon promote a safe work environment. May include OSHA training, MSDS, Forklift, Lock Out-Tag Out, First Aid, Bloodbourne Pathogens, and/or CPR. May include materials.
- DMACC and/or outside vendors to provide Continuous Improvement training. May include Lean Operations, Workplace Lean, and/or Kaizen.

	Total Cost	260F Cost
II. Supervisory Skills	\$2,000	\$2,000
· Classes, seminars, and training to develop the organization's leadership. Providers of training may include DMACC and/or other outside vendors. Training may include, but is not limited to, presentation skills, listening skills, negotiation skills, conflict management skills, communication skills, time management, project management, coaching and counseling, strategic planning and/or leadership development.		
IV. DMACC Project Management Fee	\$ 3,750	\$ 3,750
Totals:	\$33,400	\$25,000

A portion of these costs will include tuition, registration fees, materials, equipment, and travel expenses and will be reimbursed from the 260F program or Paragon's cash match.

Training will begin on August 1, 2007 with completion anticipated for August 1, 2010. Upon receipt of proper documentation, reimbursement to all providers of training and training that meets the guidelines of 260F, DMACC, and this training plan, will be made on an applied for basis.

6. TRAINING PLAN

I. Training start date. 8/1/2007

II. Training end date. 8/1/2010

III. TOTAL UNDUPLICATED number of employees to be trained. 20

LIST OF TRAINING ACTIVITIES TO BE PROVIDED

Complete the following chart for each training activity to be provided. Training activities include vocational and skill assessment and testing, consulting, evaluation, job-related training, etc. List each training activity. Include all direct costs associated with each item listed including trainer cost, equipment, materials, supplies, facility cost, transportation, meals, etc. Do not include employee wages. Attach a comprehensive description for each of the listed items. Insert the descriptions immediately following this page.

TRAINING ACTIVITY	TRAINING COST	# TO BE TRAINED	IN KIND MATCH
Quality	\$10,000	20	VALUE OF WAGES & BENEFITS: \$53,802 VALUE OF FACILITIES: VALUE OF EQUIPMENT: VALUE OF SUPPLIES: OTHER: TOTAL IN-KIND MATCH \$53,802
Safety	\$7,000	20	
Management and Supervisory	\$2,000	5	
Lean and Continuous Improvement	\$4,000	20	
Computer Hardware and Software	\$2,000	10	
Professional Skill Development	\$2,650	20	
Sales and Customer Service	\$2,000	10	
TOTAL TRAINING COST	29,650		

Total Training Cost	\$29,650
Admin. Costs +	\$3,750
Total Project Cost equals	\$33,400
Company Cash Match -	\$8,400
IDED Award Amount equals (Maximum Award \$25,000)	\$25,000

Business contribution above minimum program match? Yes No

Ames, Iowa
September 8, 2008

The Board of Directors of the Des Moines Area Community College met in regular session on the 8th day of September, 2008, at 4:00 p.m., at The Hunziker Center, 1420 S. Bell Avenue in Ames, Iowa. The meeting was called to order and there were present the following named Board Members:

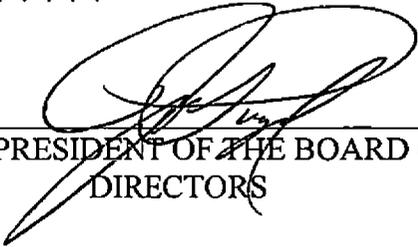
<u>Name</u>	<u>Present</u>	<u>Absent</u>
Joseph Pugel, President	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jeff Hall	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kevin Halterman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Madelyn Tursi	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ben Norman	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Jim Knott	<input checked="" type="checkbox"/>	<input type="checkbox"/>
James Crawford	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Wayne E. Rouse	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cheryl Langston	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Matters were discussed concerning an Iowa Values Fund Training Contract between the College and Hicklin Engineering, L.C. d/b/a SuperFlow Technologies Group. Following a discussion of the proposal by the Board, there was introduced and caused to be read a resolution entitled, "A Resolution Approving the Form and Content and Execution and Delivery of an Iowa Values Fund Training Contract between the College and Hicklin Engineering, L.C. d/b/a SuperFlow Technologies Group." The resolution was moved and seconded as follows, and after due consideration of the resolution by the Board, the President put the question on the motion and, the roll being called, the following named Board Members voted:

<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"/>
Jeff Hall	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kevin Halterman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Madelyn Tursi	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ben Norman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jim Knott	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
James Crawford	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Wayne E. Rouse	<input checked="" 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"/>

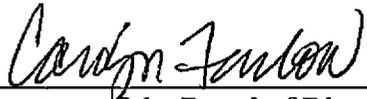
Whereupon, the President declared said resolution, a copy of which is attached hereto, duly adopted and signed his approval thereto.

* * * * *



PRESIDENT OF THE BOARD OF
DIRECTORS

Attest:



Secretary of the Board of Directors

RESOLUTION

A RESOLUTION APPROVING THE FORM AND CONTENT AND EXECUTION AND DELIVERY OF AN IOWA VALUES FUND TRAINING CONTRACT BETWEEN THE COLLEGE AND HICKLIN ENGINEERING, L.C. D/B/A SUPERFLOW TECHNOLOGIES GROUP

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 is authorized and empowered by Chapter 260F of the Code of Iowa, as amended (hereinafter referred to as the "Act"), to provide a "Jobs Training Program" as that term is defined in the Act, including the program costs, the purpose of which is to provide retraining of existing workers for a business within the State of Iowa (the "State") in order to improve the economic welfare of the residents of the State, and is authorized under the Act to pay the costs of such a program from funds allocated for such purpose by the Iowa Department of Economic Development ("IDED"); and

WHEREAS, House File 683 as adopted by the General Assembly of the State of Iowa provides for the funding of projects under the Act from the Grow Iowa Values Fund; and

WHEREAS, the College has undertaken negotiations with respect to a Jobs Training Program with Hicklin Engineering, L.C. d/b/a SuperFlow Technologies Group (the "Company"), pursuant to the provisions of the Act for the purpose of establishing a jobs training program (hereinafter referred to as the "Project") to retrain workers at the Company at its facilities located in the merged area served by the College, which Project will be beneficial to the Company and the College; and

WHEREAS, the IDED has approved an application by the College for Grow Iowa Values Funds in order to defray all or a portion of the cost of the Project, including necessary expenses incidental thereto, in the amount of \$25,000; and

WHEREAS, an Iowa Values Fund Training Contract, in the form and with the contents set forth in Exhibit "A" attached hereto, has been negotiated by the College under the terms of which the College agrees, subject to the provisions of such Contract, to provide a Jobs Training Program for the Company;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF DES MOINES AREA COMMUNITY COLLEGE, AS FOLLOWS:

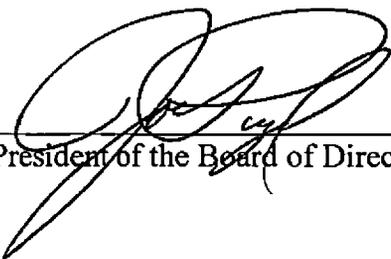
Section 1. That the Iowa Values Fund Training Contract, in the form and with the contents set forth in Exhibit "A" attached hereto, be and the same is hereby approved and the President of the Board of Directors is hereby authorized to execute said Iowa Values Fund Training Contract, and the Secretary of the Board of Directors is hereby authorized to attest the same, said Iowa Values Fund Training Contract, which constitutes and is hereby made a part of this Resolution, to be in substantially the form, text and containing the provisions set forth in

Exhibit "A" attached hereto with such changes therein as the officers executing such Iowa Values Fund Training Contract shall approve, such approval to be conclusively evidenced by the execution thereof.

Section 2. That 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.

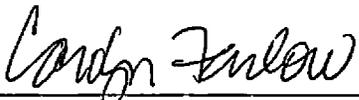
Section 3. That all resolutions and parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved this 8th day of September, 2008.



President of the Board of Directors

ATTEST:

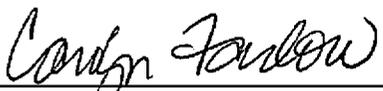


Secretary of the Board of Directors

STATE OF IOWA)
) ss
COUNTY OF STORY)

I, Carolyn Farlow, Secretary of the Board of Directors of the Des Moines Area Community College, 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 September 8, 2008, which proceedings remain in full force and effect, and 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 of Directors 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 of Directors (a copy of the face sheet of said agenda being attached hereto) pursuant to the rules of the Board of Directors 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 of Directors 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.

WITNESS my hand hereto affixed this 8th day of September, 2008.



SECRETARY OF THE BOARD OF
DIRECTORS

GROW IOWA VALUES FUND TRAINING CONTRACT

This Grow Iowa Values Fund TRAINING CONTRACT (the "Contract"), effective as of September 8, 2008 between Des Moines Area Community College, Ankeny, Iowa, (the "Community College" and its location), and SuperFlow Technologies Group, Des Moines, IA, (the "Employer" and its location), is entered into under the following circumstances:

- A. Pursuant to Chapter 260F of the Code of Iowa (the "Act"), the Community College enters into this Contract with the Employer for purposes of establishing a training program to educate and train certain persons employed by the Employer.
- B. The Community College and the Employer each have full right and lawful authority to enter into this Contract and to perform and monitor the provisions of this Contract as they apply respectively to the Community College and the Employer.

NOW, THEREFORE, in consideration of the premises and the mutual representations and agreements herein contained, the parties agree as follows:

ARTICLE I REPRESENTATIONS

Section 1.1. Representations of the Community College. The Community College represents and covenants that:

- (A) It is duly organized and validly existing under the laws of the State of Iowa;
- (B) It is not in violation of or in conflict with any provisions of the laws of the State, which would impair its ability to carry out its obligations hereunder;
- (C) It is empowered to enter into the transactions contemplated by this Contract; and
- (D) It will do all things in its power required to maintain its existence or assure the assumption of its obligations hereunder by any successor public body.

Section 1.2. Representations and Covenants of the Employer.

The Employer represents and covenants that:

- (A) It is a business duly qualified to do business in Iowa;
- (B) It has full power to execute, deliver, and perform this Contract and all other instruments given by the Employer to secure its performance and to enter into and carry out the transactions contemplated herein. Such execution, delivery, and performance are not in contravention of law or the Employer's articles of incorporation, by-laws or any indenture, agreement, mortgage, lease, undertaking, or any other restriction, obligation or instrument to which the Employer is a party or by which it is bound. This Contract has by proper action been duly authorized, executed, and delivered by the Employer and

all steps necessary have been taken to constitute this Contract as a valid and binding obligation of the Employer.

- (C) There is no threatened, pending, or actual litigation or proceeding against the Employer or any other person which affects, in any manner whatsoever, the right of the Employer to execute the Contract or to otherwise comply with its obligations contained in the Contract.
- (D) The Employer is engaged in interstate or intrastate commerce for the purpose of manufacturing, processing, or assembling products or conducting research and development; OR, provides services and has customers outside of Iowa.
- (E) The employer, within the 36 month period prior to the date of this application, did not close or reduce its employment base by more than 20 percent at any of its other business sites in Iowa in order to relocate substantially the same operation to another area of the state.
- (F) The employer is not currently involved in a strike, lockout, or other labor dispute at any of its business sites in Iowa.
- (G) Persons to receive training under this Contract are current employees of the employer for which the employer pays state withholding tax.
- (H) Employees to receive training are not replacement workers who were hired as a result of a strike, lockout, or other labor dispute.
- (I) The employer is an equal opportunity employer which complies with all local, state, and federal affirmative action requirements.

ARTICLE II PROJECT; PROGRAM SERVICES; FEES

Section 2.1 The Iowa Jobs Training Program (260F) Application for Assistance, as submitted by the Community College in behalf of the Employer, and as approved by the Iowa Department of Economic Development, shall be incorporated as an integral part of this Contract. The "Project", as defined by the Application, shall consist of the program services and costs of services to be provided, the number of employees to be trained, the beginning and ending dates of training, the stated budget, and any other provisions specified in the Application.

Section 2.2. The Community College agrees to provide the program services within the constraints of funds awarded and released to the Project by the Department of Economic Development. It is understood and agreed that the Employer and the Community College will cooperate in the coordination and programming of the specific expenditures and operation of the Project within the guidelines set out by the approved application.

Section 2.3. Iowa Code section 84A.5 requires the Department of Economic Development to report to the Iowa General Assembly the impact of training provided by this Program on the wages of employees who receive training. This information is obtained by matching social security numbers of trainees with State income records. The Employer therefore agrees to provide the social security number of each employee who receives training under this contract.

Section 2.4. The Business also agrees to complete a follow-up report one year after the completion of training to determine whether the Business' initial objectives for training were met.

Section 2.5. It is understood by the Community College and the Employer that should project funds not be available or received from the Department of Economic Development within a reasonable period of time, this Contract shall be terminated by mutual agreement of the parties. In any event, the Employer shall pay all administrative and legal costs associated with this Project which have been incurred by the Community College.

ARTICLE III PAYMENT AND SECURITY

Section 3.1. The Community College shall create a fund to deposit monies awarded to the Project by the Department of Economic Development (DED). Funds awarded by DED shall be known as the Project Award. Interest earned on the fund shall be refunded to the State if not used by the Community College in accordance with Iowa Administrative Code Chapter 261.

Section 3.2. The Employer and the Community College agree that the Project Award, in the amount of \$25,000.00, is issued by DED as a forgivable loan and shall not be required to be repaid by the Employer unless an event of default has occurred. Events of default and associated penalties are specified in Article VI of this Contract. The Community College and the Department of Economic Development shall determine whether an event of default has occurred.

ARTICLE IV CONTRACT MODIFICATION

Section 4.1. The Employer shall not modify any provision of this Contract without the prior written approval of the Community College.

Section 4.2. The Community College, with the written consent of the Employer, has the authority to modify all provisions of this Contract **except** modifications which result in a reduction of the number of employees to be trained or which significantly change the training program. The Community College is authorized to change the ending dates of the training project, training provider, or other minor modifications to the training program. A signed copy of the modification must be sent to the Department.

Section 4.3. Modifications which result in a reduction of the number of employees to be trained or change the training program content must be approved by the Department of Economic Development, the Community College, and the Employer.

Section 4.4. This Contract shall not be modified in any way that would result in a violation of the "Act".

ARTICLE V

EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION REQUIREMENTS

Section 5.1. The employer shall comply with all federal, state, and local laws, rules, and executive orders, to insure that no applicant for employment or employee is discriminated against because of race, religion, color, age, sex, national origin, or disability.

Section 5.2. The employer shall provide state or federal agencies with appropriate reports as required to insure compliance with equal employment opportunity laws and regulations.

Section 5.3. The employer shall insure, to the maximum extent possible, that all authorized subcontractors comply with provisions of this section.

ARTICLE VI EVENTS OF DEFAULT

Section 6.1. Events of Default. Each of the following shall be an "event of default":

- (A) The Employer fails to complete the training project within the agreed period of time as specified in the training Contract. Such Employer shall be required to repay 20 percent of total project funds expended by the community college and the business.
- (B) The Employer fails to train the agreed number of employees as specified in the training Contract. Such Employer shall be required to repay a proportionate amount of total project funds expended by the community college and the Employer. The proportion shall be based on the number of employees not trained compared to the number of employees to have been trained.
- (C) If both (A) and (B) occur, both penalties shall apply.
- (D) The Employer fails to comply with any requirements contained in the training agreement. The Employer shall be sent written notice by the community college, which specifies the issue(s) of noncompliance and shall be allowed 20 days from the date notice is sent to effect a cure. If noncompliance is of such a nature that a cure cannot be reasonably accomplished within 20 days, the community college has the discretion to extend the period of cure to a maximum of 60 days.
- (E) The Employer ceases or announces the cessation of operations at the project site prior to completion of the training program.
- (F) The Employer directly or indirectly makes any false or misleading representations or warranties in the program application or training agreement, reports, or any other documents, which are provided, to the community college or the department.
- (G) The Employer acts in any manner contrary to, or fails to act in accordance with any provision of the training Contract.
- (H) The Employer takes corporate action to effect any of the preceding conditions of default.

Section 6.2. Whenever an event of default has occurred, further training or payments to the Employer shall be suspended.

Section 6.3. Whenever an event of default has occurred for reasons cited in ARTICLE VI, Section 6.1. (A-C), the Employer shall immediately pay to the Department of Economic Development the amount of penalty determined by the Department. The Employer shall also pay interest on the amount to be repaid at the rate of 6%. Interest shall accrue from the issuance date specified on the Project Award check.

Section 6.4 Whenever an event of default has occurred for reasons cited in ARTICLE VI, Section 6.1. (D-H), the Employer shall immediately pay to the Department of Economic Development the amount expended by the Employer and the Community College from the Project Award. The Employer shall also pay interest on the amount to be repaid at the rate of 6%. Interest shall accrue from the issuance date specified on the Project Award check.

Section 6.5. Whenever an event of default has occurred and is continuing, the Community College may take whatever action at law or in equity may appear necessary or desirable to collect the amounts then due or to enforce performance and observance of any other obligation or agreement of the Employer under this Contract.

Section 6.6. No remedy conferred upon or reserved to the Community College by this Contract is intended to be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy now or hereafter existing at law, in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient. In order to entitle the Community College to exercise any remedy reserved to it in this Article, it shall not be necessary to give any notice, other than such notice as may be expressly required herein.

Section 6.7. In the event any agreement contained in this Contract should be breached by either party and thereafter waived by the other party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other breach hereunder.

Section 6.8. As required by Iowa Administrative Code, Chapter F, any payments required to be made by the Employer to the Department of Economic Development are a lien upon the Employer's property until paid and have equal precedence with ordinary taxes and shall not be divested by a judicial sale. Property subject to the lien may be sold for sums due and delinquent at a tax sale, with the same forfeitures, penalties, and consequences as for the nonpayment of ordinary taxes. The purchaser at tax sale obtains the property subject to the remaining payments.

Section 6.9. Whenever an event of default has occurred and is unresolved, the Community College shall assign this Contract to the Iowa Department of Economic Development for appropriate collection action.

ARTICLE VII MISCELLANEOUS

Section 7.1. All notices, requests or other communications hereunder shall be in writing and shall be deemed to be sufficiently given when mailed by registered or certified mail, postage prepaid, addressed to the appropriate address as follows:

Community College: Des Moines Area Community College

2006 South Ankeny Boulevard

Ankeny, IA 50023-3993

Employer: SuperFlow Technologies Group

4060 Dixon Street

Des Moines, Iowa 50313

The Employer and the Community College may, by notice given hereunder, designate any further or different addresses to which subsequent notices, requests or other communications shall be sent.

Section 7.2. All covenants, stipulations, obligations and agreements of the Community College contained in this Contract shall be effective to the extent authorized and permitted by applicable law. No such covenant, stipulation, obligation or agreement shall be deemed to be a covenant, stipulation, obligation or agreement of any present or future member, officer, agent or employee of the Community College or the Board of Directors other than in his official capacity, and neither the members of the Board of Directors nor any official executing this Contract shall be liable personally or be subject to any personal liability or accountability by reason of the covenants, stipulations, obligations or agreements of the Community College contained in this Contract.

Section 7.3. This Contract shall benefit of and be binding in accordance with its terms upon the Community College, the Employer and their respective permitted successors and assigns. This Contract may not be assigned by the Employer without the express written consent of the Community College and may not be assigned by the Community College except as may be necessary to enforce or secure payment due resulting from an event of default.

Section 7.4. This Contract may be executed in any number of counterparts, each of which shall be regarded as an original and all of which shall constitute but one and the same instrument.

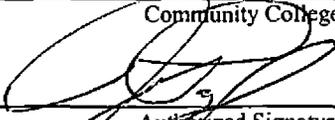
Section 7.5. If any provision of this Contract, or any covenant, stipulation, obligation, agreement, act, or action, or part thereof made, assumed, entered into or taken thereunder or any application thereof, is for any reason held to be illegal or invalid, such illegality or invalidity shall not affect any other provision or any other covenant, stipulation, obligation, agreement, act or action or part thereof, made, assumed, entered into, or taken, each of which shall be construed and enforced as if such illegal or invalid portion were not contained herein. Nor shall illegality of any application thereof affect any legal and valid application thereof, and each such provision, covenant, stipulation, obligation, agreement, act, or action, or part thereof shall be deemed to be effective, operative, made, entered into or taken in the manner and to the full extent permitted by law.

Section 7.6. This Contract shall be governed exclusively by and construed in accordance with the laws of the State of Iowa.

IN WITNESS WHEREOF, the Community College and the Employer have caused this Contract to be duly executed all as of the date hereinabove written.

Des Moines Area Community College

Community College



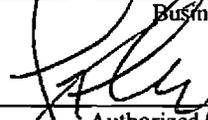
Authorized Signature

Joe Prael, Board President

Type Name and Title

SuperFlow Technologies Group

Business



Authorized Signature

JOHN F. ERDOESY, CFO

Type Name and Title

JERDOESY@SUPERFLOW.COM

Email Address

2006 South Ankeny Blvd.

4060 Dixon Street

Ankeny, IA 50023-3993

Address

Des Moines, Iowa 50313

Address

9/18/08

Date

5-13-08

Date

260F-4 (03/00)

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Approved as to Form 08/26/96 by DMACC General Counsel

GROW IOWA VALUES FUND

**IOWA JOBS
TRAINING PROGRAM**

RETRAINING PROJECT

TRAINING PLAN

for

**SuperFlow Technologies Group
Project #1**

January 1, 2008

**Training Plan and Budget
For
SuperFlow Technology Group
260F Project**

The following Training Plan reflects the expected training activities for. The company will participate in some, if not all, of the following activities.

The company will document the names and social security numbers of the employees who receive training, and will keep track of specific training received by each employee. All records of training documentation to support the expenditures will be kept according to the categories shown below. They will be submitted for reimbursement as the training progresses.

This training plan has been designed by SuperFlow Technology Groups staff with assistance from a DMACC Training Consultant. The Training Plan and Budget are as follows.

	<u>Cost</u>	<u>260F Cost</u>
I. Job Skill Training	\$29,650	\$21,250
The following activities are intended to assist employees of SuperFlow technology Group to improve their abilities in Quality Improvement, software/computer training, ISO certification and documentation and Management/Supervisory job skill development.		
DMACC and other vendors will provide assistance in Lean Manufacturing training and implementation, Management/Supervisory training and Iowa State will provide consultation in ISO certification.		
SuperFlow Technology Group will use vendors to assist in Software Training on equipment they have purchased. Training will include but not limited to; PLC, Auto Cad products.		
II. Management/Supervisory Skills	\$0	\$0
III. Materials and Supplies	\$0	\$0
IV. Administrative Costs	\$3,750	\$3,750
DMACC will help the company monitor the activity for the duration of the contract to assure that the training objectives are met.		
Total	\$33,400	\$25,000

The training began 1-1-08 with completion anticipated 1-1-2010 upon receipt of proper documentation and reimbursement to all providers of training and training that meets guidelines of 260F, DMACC and this training plan will be made on an applied for basis.

The company will train at least 10 unduplicated employees and will show, at the completion of the contract, \$8,400 in-kind cash match. This match will be linked to the training as outlined in this plan.

6. TRAINING PLAN

I. Training start date.	<u>1/1/08</u>	
II. Training end date.	<u>1/1/2010</u>	
III. <u>TOTAL UNDUPLICATED</u> number of employees to be trained.	<u>10</u>	

LIST OF TRAINING ACTIVITIES TO BE PROVIDED

Complete the following chart for each training activity to be provided. Training activities include vocational and skill assessment and testing, consulting, evaluation, job-related training, etc. List each training activity. Include all direct costs associated with each item listed including trainer cost, equipment, materials, supplies, facility cost, transportation, meals, etc. Do not include employee wages. Attach a comprehensive description for each of the listed items. Insert the descriptions immediately following this page.

TRAINING ACTIVITY	TRAINING COST	# TO BE TRAINED	IN KIND MATCH
ISO	\$15,000	10	VALUE OF WAGES & BENEFITS: \$11,000 VALUE OF FACILITIES: VALUE OF EQUIPMENT: VALUE OF SUPPLIES: OTHER: TOTAL IN-KIND MATCH \$11,000
Management/Supervisory	\$5,000	5	
Software Training	\$5,000	5	
Lean Training	\$4,650	10	
TOTAL TRAINING COST	\$29,650		

Total Training Cost		\$29,650
Admin. Costs	+	\$3,750
Total Project Cost	equals	\$33,400
Company Cash Match	-	\$8,400
IDED Award Amount	equals	\$25,000
(Maximum Award \$25,000)		

Business contribution above minimum program match? Yes No

Des Moines Area Community College



FINANCIAL STATEMENTS FOR AUGUST 31, 2008 AND THE TWO MONTHS THEN ENDED

**DES MOINES AREA COMMUNITY COLLEGE
MONTHLY FINANCIAL REPORT
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- 2 Statement of Revenue, Expenditures & Changes in Fund Balance
- 3 Schedule B – Cash In Banks and Investments
- 4 Schedule F - Detail of Liabilities

BUDGET VS ACTUAL AND COMPARATIVE SUMMARY REPORTS

- 5 Budget Balance Report All Funds
- 6 Fund 1 Revenue Comparison
- 7 Fund 1 Expense Comparison
- 8 Graph Showing Actual Revenue and Expenses Compared to Prior Year for Funds 1, 2 and 7

The financial statements and information listed above has been prepared in accordance with Generally Accepted Accounting Principles and is accurate and complete in all material respects.



Joe A. Robbins, Controller

**Des Moines Area Community College
Balance Sheet
August 31, 2008**

	Unrestricted General Fund 1	Restricted General Fund 2	Auxiliary Fund 3	Agency Fund 4	Scholar- ship Fund 5	Loan Fund 6	Plant Fund 7	Total
ASSETS								
Current Assets:								
Cash in Banks and Investments	\$10,444,437	\$ 69,746,968	\$ 1,338,506	\$ 935,332	\$ (2,954,255)	\$ 46,927	\$ (837,489)	\$ 78,720,426
Accounts Receivable	17,356,797	78,757,669	123,238	4,225	2,860,882	-	8,577,520	107,680,331
Student Loans	-	-	-	-	-	118,352	-	118,352
Deposits & Prepaid Expenses	155,608	800,000	-	-	-	-	41,617	997,225
Inventories	48,325	-	2,455,495	-	-	-	-	2,503,820
Due to/from Other Funds	-	-	-	-	-	-	-	-
Total Current Assets	28,005,167	149,304,637	3,917,239	939,557	(93,373)	165,279	7,781,648	190,020,154
Fixed Assets:								
Land, Buildings & Improvements	-	-	-	-	-	-	106,634,964	106,634,964
Equipment, Leased Prop, Books & Films	-	-	-	-	-	-	11,473,652	11,473,652
Less accumulated depreciation	-	-	-	-	-	-	(44,665,976)	(44,665,976)
Total Fixed Assets	-	-	-	-	-	-	73,442,640	73,442,640
TOTAL ASSETS	\$28,005,167	\$ 149,304,637	\$ 3,917,239	\$ 939,557	\$ (93,373)	\$ 165,279	\$ 81,224,288	\$ 263,462,794
LIABILITIES AND FUND BALANCES								
Liabilities:								
Current Liabilities	\$21,119,487	\$ 65,030,152	\$ (14,826)	\$ 19,619	\$ (598)	\$ -	\$ 6,229,233	\$ 92,383,067
Long Term Liabilities	-	74,555,080	-	-	-	-	7,980,864	82,535,944
Deposits Held in Custody for Others	7,727	-	-	919,938	-	-	-	927,665
Total Liabilities	21,127,214	139,585,232	(14,826)	939,557	(598)	-	14,210,097	175,846,676
Fund Balance:								
Unrestricted	6,877,953	-	3,932,065	-	-	-	-	10,810,018
Restricted-Specific Purposes	-	9,719,405	-	-	(92,775)	165,279	1,546,551	11,338,460
Net Investment in Plant	-	-	-	-	-	-	65,467,640	65,467,640
Total Fund Balance	6,877,953	9,719,405	3,932,065	-	(92,775)	165,279	67,014,191	87,616,118
TOTAL LIABILITIES & FUND BAL	\$28,005,167	\$ 149,304,637	\$ 3,917,239	\$ 939,557	\$ (93,373)	\$ 165,279	\$ 81,224,288	\$ 263,462,794

Des Moines Area Community College
Statement of Revenue, Expenditures and Changes in Fund Balances
For the Two Months Ended August 31, 2008

	Unrestricted Fund 1	Restricted Fund 2	Auxiliary Fund 3	Agency Fund 4	Scholarship Fund 5	Loan Fund 6	Plant Fund 7	Total
Revenue:								
Tuition and Fees	\$ 6,732,232	\$ 598	\$ 42,118	\$ 35,615	\$ -	\$ -	\$ -	\$ 6,810,563
Local Support (Property Taxes)	977,442	737,466	-	-	-	-	977,390	2,692,298
State Support	4,666,324	56,877	-	260,017	-	-	-	4,983,218
Federal Support	232,185	32,310	-	122	4,650,000	-	-	4,914,617
Sales and Services	22,523	384	566,327	248,256	-	-	6,282	843,772
Training Revenue / Fund 1 ACE	476,546	6,561,893	-	-	-	-	-	7,038,439
Other Income	141,345	266,225	116,678	29,093	-	1,084	1,241	555,666
Total Revenue	13,248,597	7,655,753	725,123	573,103	4,650,000	1,084	984,913	27,838,573
Transfers In - General	471,946	73,768	-	1,300	-	-	167,779	714,793
Total Revenue and Transfers In	\$ 13,720,543	\$ 7,729,521	\$ 725,123	\$ 574,403	\$ 4,650,000	\$ 1,084	\$ 1,152,692	\$ 28,553,366
Expenditures:								
Instruction	\$ 6,194,459	\$ 7,027,360	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,221,819
Academic Support	1,584,262	16,573	-	-	-	-	-	1,600,835
Student Services	1,079,526	172,374	-	-	-	-	-	1,251,900
Institutional Support	3,680,858	1,536,018	-	-	-	-	-	5,216,876
Operation and Maintenance of Plant	914,735	105,853	-	-	-	-	-	1,020,588
Auxiliary Enterprise Expenditures	-	-	392,999	-	-	-	-	392,999
Scholarship Expense	-	-	-	-	4,630,987	-	-	4,630,987
Loan Fund Expense	-	-	-	-	-	-	-	-
Plant Fund Expense	-	-	-	-	-	-	1,660,581	1,660,581
Agency Fund Expense	-	-	-	612,896	-	-	-	612,896
Total Expenditures	13,453,840	8,858,178	392,999	612,896	4,630,987	-	1,660,581	29,609,481
Transfers Out - General	163,898	545,714	-	5,181	-	-	-	714,793
Total Expenditures and Transfers Out	13,617,738	9,403,892	392,999	618,077	4,630,987	-	1,660,581	30,324,274
Net Increase (Decrease) for the Period	102,805	(1,674,371)	332,124	(43,674)	19,013	1,084	(507,889)	(1,770,908)
Fund Balance at Beginning of Year	6,775,148	11,393,776	3,599,941	906,646	(111,788)	164,195	67,522,080	90,249,998
Fund Balance at End of Period	\$ 6,877,953	\$ 9,719,405	\$ 3,932,065	\$ 862,972	\$ (92,775)	\$ 165,279	\$ 67,014,191	\$ 88,479,090

**DES MOINES AREA COMMUNITY COLLEGE
INVESTMENT RECAP
August 31, 2008**

<u>Bank</u>	<u>Amount</u>	<u>Rate</u>	<u>Maturity</u>
Bankers Trust	\$ 7,926,497	1.87%	Money Market
Various Checking Accounts	\$ 398,160	1.35%	Checking Accounts
Wells Fargo Bank - Ankeny	\$ 29,631	1.43%	Money Market
Sub Total	\$ 8,354,288		

ISJIT INVESTMENTS

<u>Bank</u>	<u>Purchase Date</u>	<u>Amount</u>	<u>Rate</u>	<u>Maturity</u>
US Treasury - Restricted SLGS	April 27, 2007	\$ 439,967	4.63%	June 1, 2009
US Treasury - Restricted SLGS	April 27, 2007	\$ 416,945	4.35%	June 1, 2009
US Treasury - Restricted SLGS	April 27, 2007	\$ 528,948	3.81%	June 1, 2009
US Treasury - Restricted SLGS	April 27, 2007	\$ 425,064	4.57%	June 1, 2010
US Treasury - Restricted SLGS	April 27, 2007	\$ 380,000	4.35%	June 1, 2010
Bank of the West - Des Moines	March 30, 2008	\$ 2,000,000	2.48%	September 24, 2008
Bankers Trust - Cedar Rapids	May 13, 2008	\$ 3,000,000	3.40%	May 29, 2009
Community State Bank - Ankeny	May 13, 2008	\$ 1,100,000	3.05%	November 28, 2008
Community State Bank - Ankeny	May 13, 2008	\$ 1,800,000	3.35%	May 29, 2009
Community State Bank - Ankeny	May 14, 2008	\$ 750,000	3.45%	May 29, 2009
First American Bank - Ankeny	May 14, 2008	\$ 2,000,000	2.95%	October 16, 2008
First American Bank - Ankeny	May 14, 2008	\$ 2,600,000	2.95%	October 16, 2008
First American Bank - Ankeny	May 14, 2008	\$ 2,000,000	2.95%	November 10, 2008
First American Bank - Ankeny	May 14, 2008	\$ 1,400,000	2.95%	November 10, 2008
First American Bank - Ankeny	May 14, 2008	\$ 2,000,000	2.95%	December 10, 2008
Federal National Mortgage Association	May 20, 2008	\$ 326,897	3.76%	July 25, 2015
Bank of the West - Ankeny	May 30, 2008	\$ 1,000,000	3.05%	June 1, 2009
Boone Bank and Trust - Boone	May 30, 2008	\$ 500,000	2.88%	December 1, 2008
Boone Bank and Trust - Boone	May 30, 2008	\$ 2,500,000	3.14%	June 1, 2009
US Bank - Des Moines	May 30, 2008	\$ 3,500,000	2.73%	December 1, 2008
US Bank - Des Moines	May 30, 2008	\$ 1,123,167	3.05%	June 1, 2009
Waukon State Bank - Waukon	May 30, 2008	\$ 1,000,000	3.11%	December 1, 2008
West Bank - West Des Moines	May 30, 2008	\$ 9,599,093	3.15%	June 1, 2009
West Bank - West Des Moines	May 30, 2008	\$ 190,765	3.15%	June 1, 2009
Bank of the West - Des Moines	June 6, 2008	\$ 2,000,000	3.01%	June 8, 2009
US Bank - Des Moines	June 6, 2008	\$ 1,500,000	2.54%	September 4, 2008
Federal Home Loan Mortgage Corporation	June 10, 2008	\$ 113,807	4.87%	October 1, 2009
Bank of the West - Des Moines	June 17, 2008	\$ 2,716,000	2.55%	September 15, 2008
Boone Bank and Trust - Boone	June 17, 2008	\$ 1,750,000	3.17%	December 15, 2008
Boone Bank and Trust - Boone	June 17, 2008	\$ 1,248,000	3.68%	May 28, 2009
Community State Bank - Ankeny	June 17, 2008	\$ 2,000,000	2.63%	September 15, 2008
Federal National Mortgage Association	June 17, 2008	\$ 159,371	3.96%	August 1, 2013
Federal National Mortgage Association	June 17, 2008	\$ 226,246	4.00%	October 1, 2013
US Bank - Des Moines	June 17, 2008	\$ 1,291,000	2.62%	September 15, 2008
Federal National Mortgage Association	June 18, 2008	\$ 468,931	4.48%	July 1, 2010
Federal Home Loan Mortgage Corporation	June 24, 2008	\$ 213,412	3.19%	April 1, 2009
Federal National Mortgage Association	June 24, 2008	\$ 352,500	3.86%	May 1, 2011
Bank of the West - Des Moines	June 27, 2008	\$ 1,000,000	2.96%	January 8, 2009
Community State Bank - Ankeny	June 27, 2008	\$ 3,500,000	2.95%	October 2, 2008
Federal Farm Credit Bank	June 27, 2008	\$ 500,000	3.03%	March 3, 2009
Federal Home Loan Bank	June 27, 2008	\$ 250,000	4.00%	May 21, 2012
Federal Home Loan Bank	June 27, 2008	\$ 250,000	4.00%	May 21, 2012
Federal Home Loan Mortgage Corporation	June 27, 2008	\$ 500,000	3.05%	January 30, 2009
Federal Home Loan Mortgage Corporation	June 27, 2008	\$ 294,028	4.76%	July 1, 2014
US Bank - Des Moines	June 27, 2008	\$ 1,000,000	2.62%	October 2, 2008
US Bank - Des Moines	June 27, 2008	\$ 1,000,000	2.91%	January 8, 2009
Federal Home Loan Mortgage Corporation	July 23, 2008	\$ 205,068	4.20%	July 1, 2009
Waukon State Bank - Waukon	July 25, 2008	\$ 2,500,000	3.11%	October 23, 2008
ISJIT Diversified Fund		\$ 4,746,929	2.17%	Money Market
Total ISJIT Investments		\$ 70,366,138		
Grand Total of Investments		\$ 78,720,426		

Grand Total Weighted Average
Weighted Average without SLGS

2.70%
2.65%

DES MOINES AREA COMMUNITY COLLEGE
Detail of Liabilities
August 31, 2008

	Unrestricted General Fund 1	Restricted General Fund 2	Auxiliary Fund 3	Agency Fund 4	Scholarship Fund 5	Loan Fund 6	Plant Fund 7	Total
Payables:								
Trade Accounts Payable	\$ 1,226,134	\$ 58,863	\$ (136,311)	\$ 7,335	\$ (598)	\$ -	\$ 161,247	\$ 1,316,670
Long Term Payables (Bonds)	-	74,840,000	-	-	-	-	7,975,000	82,815,000
Unamortized Discount on Bonds	-	(467,379)	-	-	-	-	(8,911)	(476,290)
Unamortized Premium on Bonds	-	182,459	-	-	-	-	14,775	197,234
Interest Payable	-	587,000	-	-	-	-	65,443	652,443
Accrued Liabilities:								
Wages and Salary	2,008,980	845,621	50,000	12,284	-	-	1,100	2,917,985
Accrued Vacation	1,200,000	165,000	67,000	-	-	-	17,000	1,449,000
Early Retirement - Insurance	-	4,062,804	-	-	-	-	-	4,062,804
Employee deductions and benefits	(660,481)	-	-	-	-	-	-	(660,481)
Due to Other Funds:	-	-	-	-	-	-	-	-
Due to DMACC Foundation:	-	-	-	-	-	-	-	-
Deferred Revenue:								
Tuition and Fees	11,316,027	-	-	-	-	-	-	11,316,027
Property Tax	5,927,020	4,650,074	-	-	-	-	5,927,020	16,504,114
Other	-	-	4,485	-	-	-	57,423	61,908
Grants and Contracts	-	-	-	-	-	-	-	-
260E Bond Retirement Revenue	-	20,357,377	-	-	-	-	-	20,357,377
260E Training Funds	-	31,139,808	-	-	-	-	-	31,139,808
260E Administrative Fees	-	3,163,605	-	-	-	-	-	3,163,605
Other Liabilities:								
Funds Held in Trust / Deposits	7,727	-	-	56,966	-	-	-	64,693
Fund Balance	-	-	-	862,972	-	-	-	862,972
Deferred Compensation Account	101,807	-	-	-	-	-	-	101,807
Total	\$ 21,127,214	\$ 139,585,232	\$ (14,826)	\$ 939,557	\$ (598)	\$ -	\$ 14,210,097	\$ 175,846,676

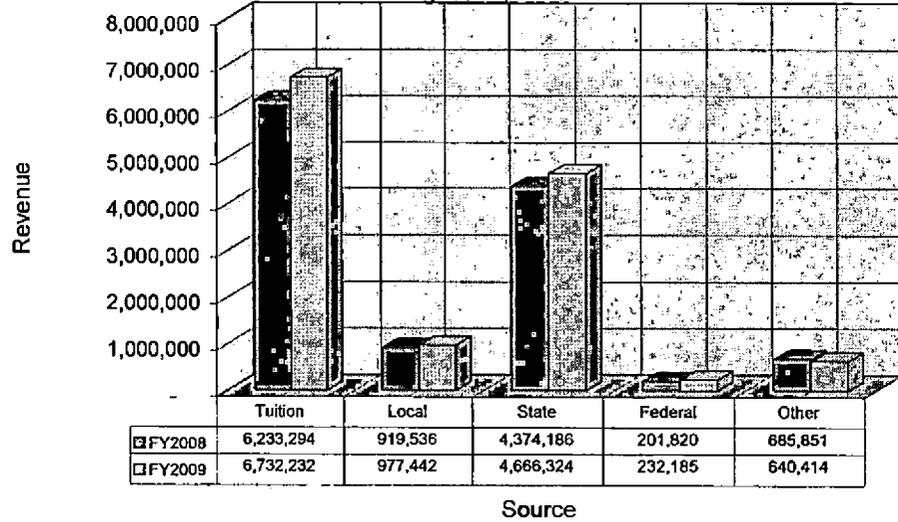
**Des Moines Area Community College
Fiscal Year Ending June 30, 2009 Budget Report
Summary by Fund (All Funds)
For The Two Months Ended August 31, 2008**

<u>Fund Name</u>	<u>Fund Number</u>	<u>Board Approved Budget</u>	<u>Working Budget</u>	<u>Amount Received/ Expended</u>	<u>Budget Commitments</u>	<u>Working Budget Balance</u>
Revenue						
Unrestricted Current	1	\$ 83,825,964	\$ 84,050,285	\$ 13,720,543		\$ 70,329,742
Restricted Current	2	53,471,780	54,119,585	7,729,521		46,390,064
Auxiliary	3	10,197,003	10,261,003	725,123		9,535,880
Agency	4	934,719	1,581,018	574,403		1,006,615
Scholarship	5	11,610,423	11,610,423	4,650,000		6,960,423
Loan	6	12,900	12,900	1,084		11,816
Plant (Note 1)	7	<u>20,016,144</u>	<u>19,765,144</u>	<u>1,152,692</u>		<u>18,612,452</u>
Total Revenue		<u>\$ 180,068,933</u>	<u>\$ 181,400,358</u>	<u>\$ 28,553,366</u>		<u>\$ 152,846,992</u>
Expenditures						
Unrestricted Current	1	\$ 84,075,964	\$ 84,626,723	\$ 13,617,738	\$ 39,071,103	\$ 31,937,882
Restricted Current	2	53,218,681	53,931,109	9,403,892	2,339,191	42,188,026
Auxiliary	3	10,539,448	10,399,120	392,999	1,312,973	8,693,148
Agency	4	850,919	1,498,413	618,077	269,747	610,589
Scholarship	5	11,610,423	11,610,423	4,630,987	-	6,979,436
Loan	6	12,900	12,900	-	-	12,900
Plant (Note 1)	7	<u>22,465,457</u>	<u>22,715,457</u>	<u>1,660,581</u>	<u>1,594,159</u>	<u>19,460,717</u>
Total Expenditures		<u>\$ 182,773,792</u>	<u>\$ 184,794,145</u>	<u>\$ 30,324,274</u>	<u>\$ 44,587,173</u>	<u>\$ 109,882,698</u>

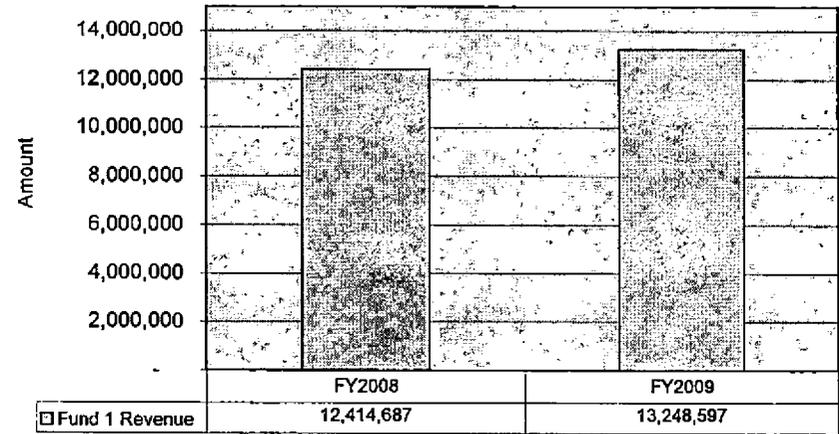
Note 1: The Plant Fund is presented on a cash basis consistent with the published budget.

**Des Moines Area Community College
Revenue Comparison With Prior Year
For The Two Months Ended August 31, 2008**

**Fund 1 Revenue Comparison by Source
August 31, 2008**

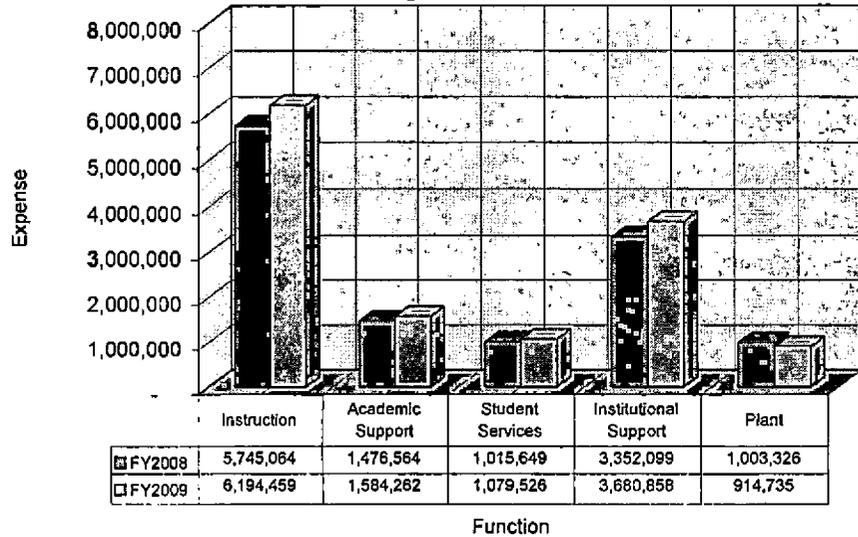


**Fund 1 Revenue
August 31, 2008**

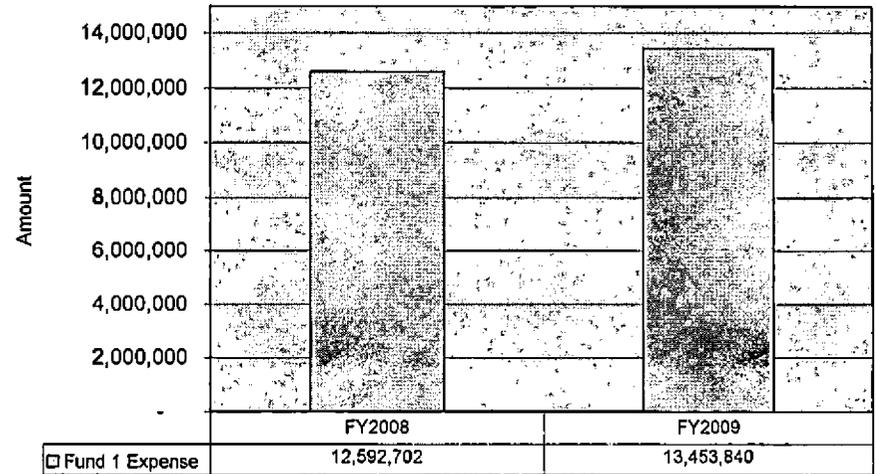


**Des Moines Area Community College
Expense Comparison With Prior Year
For The Two Months Ended August 31, 2008**

**Fund 1 Expense Comparison by Function
August 31, 2009**



**Fund 1 Expense
August 31, 2008**



**DMACC REVENUE AND EXPENDITURES
(Including Transfers)
For The 2 Months Ended August 31, 2008**

