

Des Moines Area Community College

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Board of Directors Meeting Minutes

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4-10-1967

### **Board of Directors Meeting Minutes (April 10, 1967)**

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SPECIAL  
BOARD  
MEETING

AREA XI COMMUNITY COLLEGE

SPECIAL BOARD MEETING

APRIL 10, 1967

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A special meeting of the Area XI Board of Directors was held in the Vocational-Technical Education Center, 2501 Vine Street, West Des Moines, Iowa, on Monday, April 10, 1967..

ROLL CALL

Members present:           Rolland E. Grefe, Vice-President  
                                  Ross Cramlet  
                                  Robert Lounsberry  
                                  Dwight Mater  
                                  Harold Welin  
                                  DeWitt Williams

Members absent:           Harry L. Cowden  
                                  James R. Maggert  
                                  Max Kreager

Also present:           Paul J. Lowery, Superintendent  
                                  Dale Bellairs, Business Manager  
                                  Owen Shadle, Director of Vocational-  
  Technical Education

PERSONNEL

On motion by D. Mater and seconded by R. Cramlet, it was  
RESOLVED: that the following individuals be employed:

Lois Charter, as Medical Assistants Program  
Instructor, at an annual salary of \$6200.00  
per year, effective May 1, 1967.

Ardelle Keating, Instructor-Coordinator of Home  
Economics (half-time basis) at an annual salary  
of \$4,000.00, effective May 1, 1967.

Deloris Faber, Coordinator of the Operating Room  
Technicians Program, at an annual salary of  
\$9500.00, date of employment to be determined.

Melvin Tullis, Auto Mechanics Instructor, at an  
annual salary of \$10,600.00, date of employment  
to be determined.

Motion carried unanimously.

ADMINISTRATIVE  
REPORTS

Superintendent Paul Lowery distributed a summary of the Skilled  
Needs Survey and advised that a discussion would be held with  
the General Advisory Committee so that definite curriculum pro-  
posals can be presented to the Board at the next meeting.

CORRESPONDENCE

Superintendent Paul Lowery advised that a request has been  
received from the College of Automation for an audience with the  
Area XI Board. The board members expressed their agreement with  
this request.

REPORT OF  
SPECIAL  
COMMITTEES

Mr. Clifford Prall of Emery-Prall Associates made the following presentation:

1. Presented copies of topographical maps and an aerial photograph of the proposed building site and indicated they wanted to verify the surveys which are on file.
2. Suggested that Cliff Hall, Soil Testing Services of Iowa, Iowa City, Iowa, be engaged to make test borings. He indicated approximate cost would be \$2500 to \$3000.

On motion by H. Welin and seconded by R. Cramlet, it was RESOLVED: that the architects be authorized to arrange for the test borings as presented, with expenditure not to exceed \$3,000.00, for the first phase of these tests with future tests contingent upon the original findings.  
Motion carried unanimously.

3. Mr. Prall also presented a proposal for a contract with David Gill and Associates as planners, to provide preliminary campus development for the entire site. This would involve the investigation of possible building locations and site preparation. He suggested the possible expenditure of \$5,000.00 for this service.

On motion by D. Mater and seconded by R. Cramlet, it was RESOLVED: that Superintendent Lowery be authorized to arrange with David Gill and Associates to provide preliminary campus development for the sum not to exceed \$5,000.00, and that this arrangement be subject to a positive result of boring tests, the contract being signed for the purchase of the land and providing all other investigations are favorable.  
Motion carried unanimously.

4. Mr. Prall presented information concerning a discussion with "Energy Systems" of the Division of Northern Natural Gas Company, pertaining to the heating and cooling system for the new school. There was general agreement of the Board to investigate the possibility of this type of arrangement by the architect, Superintendent Lowery, and members of the Board. Lesley Ward of Energy Systems had extended an invitation to personally observe an installation at Tucson, Arizona.

LAND  
PURCHASE

Mr. Grefe presented a communication from Wayne R. Moore, Vice-President of Iowa State University, which offered suggestions for the contract of sale of Ankeny land to the Area XI Community College.

On motion by R. Lounsberry and seconded by D. Williams, it was RESOLVED: that the President be authorized to sign a contract with Iowa State University for purchase of the Ankeny land after the proposed contract be amended as follows, and favorable results of the soil test survey:

1. Extension of the final date by mutual agreement.
2. Possession date to coincide with date of payment.
3. Architect's approval.

Motion carried unanimously.

MDTA

Superintendent Paul Lowery reported on his meeting with representatives of the M.D.T.A. of Kansas City, Missouri, concerning funds and various projects. Also, he reported concerning a meeting of C.A.M.P.S. (Cooperative Area Manpower Planning ~~Session~~ <sup>Service</sup>) to coordinate efforts in providing basic education and training for low income and underprivileged persons, so as not to be duplicating services. He reported that the general feeling was excellent and that the concensus of opinion was that Area XI was the best organization as a training agency.

After considerable discussion the Board felt that MDTA and CAMPS programs should be conducted in separate facilities from the main campus.

On motion by D. Williams and seconded by R. Cramlet, it was  
RESOLVED: that Superintendent Paul Lowery be authorized to proceed with the negotiations with all local, state, and national officials to assume administration of all manpower programs in this area.

Motion carried unanimously.

BOONE JUNIOR  
COLLEGE

Superintendent Lowery presented a suggested Memorandum of Agreement concerning the operation of the Boone Junior College by both the Area XI Board and Boone School Board and suggested that the final agreement will be the culmination of both proposals.

Superintendent Lowery was instructed to arrange a meeting of the two Boards for the purpose of further discussion of an operating arrangement.

INSURANCE

Superintendent Lowery distributed copies of specifications for various types of insurance coverage, to be submitted for bid under one contract. After discussing the matter, it was decided that the specifications should indicate the amount of secretary's bond be set at \$50,000.00; also that the coverage for transferring monies from one facility to another be investigated.

On motion by D. Williams and seconded by D. Mater, it was  
RESOLVED: that the above coverage be incorporated in the insurance specifications for bidding.

Motion carried unanimously.

FARM BUREAU  
MEETING

Mr. Lowery advised of a possible meeting with the Farm Bureau in the near future.

ACCOUNTS

Business Manager, Dale Bellairs, indicated the need to establish limits on the accounts in order to advise the Treasurer of Iowa. After considerable discussion, it was decided to table any action and place this item on the agenda of next meeting, at which time additional information would be presented.

ANNOUNCEMENTS

Superintendent Lowery distributed copies of Advisory Committees for the Distributive Education and Dental Assistants Programs for Board approval.

On motion by R. Lounsberry and seconded by D. Williams, it was  
RESOLVED: that these committees be accepted as presented.  
Motion carried unanimously.

Acting President Rolland Grefe appointed D. Williams to represent the Area XI Board at the next meeting of the General Advisory Committee.

Mr. Grefe also announced a meeting of the Steering Committee with the Governor's Assistant on April 11, 1967.

ADJOURNMENT

Upon motion by D. Williams and seconded by R. Lounsberry, it was  
RESOLVED: that the meeting be adjourned.  
Motion carried and meeting was adjourned.

Respectfully submitted:

Dale A Bellairs  
Dale Bellairs, Board Secretary

James R. Maggert  
James R. Maggert, President