

Des Moines Area Community College

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Board of Directors Meeting Minutes

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10-28-1968

### Board of Directors Meeting Minutes (October 28, 1968)

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AREA XI COMMUNITY COLLEGE  
315 WALNUT STREET  
ANKENY, IOWA 50021

SPECIAL MEETING

OCTOBER 28, 1968 A special meeting of the Area XI Community College Board of Directors was held at the Concentrated Employment Program Center, 205 - 12th St., Des Moines, Iowa, on Monday, October 28, 1968. The meeting was called to order by the Board President, Rolland Grefe, at 7:30 P.M.

ROLL CALL  
Members Present: Rolland E. Grefe  
Harry Bloomquist  
Ross C. Cramlet  
Max Kreager  
William C. Price  
Harold Welin  
Dwight Mater

Members Absent: James R. Maggert  
Robert Lounsberry

Others Present: Paul Lowery, Superintendent  
Roy Reeves, Administrative Assistant  
Irv Steinberg, Business Manager  
Phil Langerman, Director, Adult Education  
Ellis Hanson, Director, General Education  
Leonard Bengtson, Director, Student Personnel  
Clifford Prall, Architect  
Amos Emery, Architect  
Ralph Carpino, Architect  
William Cook, Sperry Rand Representative

APPROVAL OF MINUTES A motion was made by H. Welin, seconded by R. Cramlet that the minutes of the meeting of October 14, 1968 be approved as presented. Motion passed.

REPORT ON IOWA COUNCIL OF AREA SCHOOLS The Board's representative to the Iowa Council of Area Schools, M. Kreager, gave a report on the meeting held October 26, 1968 at Fort Dodge, Iowa.

BOONE JUNIOR COLLEGE SUB-COMMITTEE REPORT H. Welin, Chairman of the Boone Junior College Sub-committee of the Area XI Board, reported that a meeting had been scheduled between this sub-committee and the Boone Community School District personnel for Monday evening, November 4, 1968, for the purpose of reviewing the proposed Lease Agreement relative to the Boone Junior College. Recommendations regarding the Lease Agreement will be made at the next regular Area XI Board meeting in November.

REVIEW OF  
RANDTRIEVER

A presentation was given by Drs. E. Hanson and P. Langerman, including a filmstrip and slides, in describing an automated information retrieval system proposed for the Area XI Instructional Media Center. At the conclusion of the presentation it was moved by R. Cramlet, seconded by D. Mater, that the Area XI staff be authorized to continue investigation as to the feasibility of purchasing this automated system (referred to as Randtriever) and that if deemed practical that a contract be negotiated with the Sperry Rand for the purchase of such equipment. Motion passed.

PRESENTATION  
BY  
ARCHITECTS

As previously arranged, Architects Amos Emery, Cliff Prall and Ralph Carpino reviewed the progress of Phase I, Project A, of the building program. The presentation included a showing of slides and architect's drawings and layout. Samples of the proposed brick and concrete panels were also shown.

It was stated that drawings should be nearly complete in about two weeks for this project. One problem area was mentioned as being the determination of the electric utility requirements, which are being reviewed by Iowa Power and Light Company representatives.

Relative to the Phasing Campus construction, <sup>AMOS</sup> Emery Prall stated that in his opinion Raymur Schools had not met their contract obligation regarding certain plans and specifications as to heating and cooling of the buildings. A meeting with Raymur Schools representatives, architects, and Area XI superintendent, Paul Lowery, was scheduled for Tuesday morning, October 29, 1968, in an effort to resolve the phasing campus problems.

## PERSONNEL

A motion was made by M. Kreager, seconded by R. Cramlet, that employment be offered to Charles Dean Henry for the position as Assistant in the Vocational-Technical Division, at an annual salary of \$11,400, effective November 1, 1968. Motion passed.

A motion was made by H. Welin, seconded by M. Kreager, that the annual salary of Judy Sheets be increased to \$6,736 effective November 1, 1968 to compensate her for additional duties as Coordinator. Motion passed.

CLAIMS  
AND  
ACCOUNTS

It was moved by R. Cramlet, seconded by H. Welin, that the following claims and accounts be approved for payment:

City of Ankeny - for installation of culverts	\$ 6,404.24
City of Ankeny - final payment on campus sewer system	12,747.56
Emery-Prall Associates - September fees	6,482.45

Motion passed.

S.O.S.  
PROGRAM

Specialty Oriented Student Research Program was reviewed by Leonard Bengtson. It was stated that Area XI has twelve programs presently eligible to be included in such a research, and that the approximate cost would be \$14,334, with 71% reimbursed by the state, so that a net cost of approximately \$4,157 would be made to Area XI.

A motion was made by R. Cramlet, seconded by H. Bloomquist, that Area XI participation in the Specialty Oriented Student Research Program be authorized at an approximate cost to Area XI of \$4,157. Motion passed.

APPROVAL OF SHORT COURSES

A motion was made by M. Kreager, seconded by D. Mater, that approval be given for the following short courses:

- Corn and Soybean Symposium
- Technical Writing
- Commercial Law for Bankers

Motion passed.

APPROVAL OF GAS PIPELINE EASEMENT

A motion was made by M. Kreager, seconded by H. Welin, that a gas pipeline easement be given to Iowa Power and Light Company for the north 10 feet of the East 1500 feet on the campus site, and that the Board President and Secretary be authorized to sign such an easement. Motion passed.

APPROVAL OF MARKETING PROGRAM

A motion was made by D. Mater, seconded by H. Bloomquist, that a two year Department Store Marketing Program be approved for submission to the State Department of Public Instruction for their approval. Motion passed.

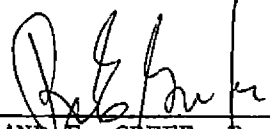
C.E.P. BRIEFING AND TOUR


An explanation of the Concentrated Employment Program and its functions was given by Dr. Phil Langerman. A tour of the CEP Center followed this presentation.

ADJOURNMENT

A motion was made by D. Mater, seconded by W. Price, that the meeting be adjourned. Motion passed and the meeting adourned at 10:45 P.M.

The next regular meeting was scheduled for November 11, 1968.

  
 \_\_\_\_\_  
 ROLLAND E. GREFFE, President

  
 \_\_\_\_\_  
 IRV STEINBERG, Secretary

AREA XI COMMUNITY COLLEGE

AGENDA FOR SPECIAL MEETING OF THE BOARD OF EDUCATION

Monday, October 28, 1968

C.E.P. Center  
205 - 12th Street  
(Old Social Security Bldg.)  
Des Moines, Iowa

1. CALL TO ORDER - 7:30 P.M.
  - A. Explanation of the function and tour of the C.E.P. Center
- ✓ 2. APPROVAL OF MINUTES OF PREVIOUS MEETING ✓
3. PERSONNEL:
  - ✓ A. Employment of Charles Dean<sup>12/1/68</sup> Henry as Assistant in Vocational-Technical Division <sup>\$11,400<sup>00</sup></sup> *eff Nov. 1, '68, Kraeger - 2d Cromlet*
  - ✓ B. Adjustment in salary for Judy Sheets, Dental Assistant Instructor, *not retroactive* from \$6480. to \$6736. because of additional duties as Coordinator, *effective November 1, 1968. Wdlin, 2d Kraeger passed*
4. CORRESPONDENCE:
5. REPORTS OF SPECIAL COMMITTEES:
  - ✓ A. Boone Junior College (Lease Agreement - see details in Exhibit No. 1) ✓
  - B. Steering Committee ✓
6. PRESENTATION AND APPROVAL OF THE FOLLOWING SPECIAL CLAIMS:
  - ✓ A. City of Ankeny Installation of concrete culverts for \$ 6,404.24  
campus access road
  - B. City of Ankeny Final payment on campus sewer system 12,747.56
  - ✓ C. Emery-Prall Associates Fees for September 6,482.45  
*Cromlet moved 2d Wdlin - passed*
7. UNFINISHED BUSINESS:
  - ✓ A. Review architect's drawings and layout of the Phase I, Project A ✓
8. NEW BUSINESS:
  - ✓ A. Approval of the following short courses in Vocational-Technical Division:
    - (1) Corn & Soybean Symposium
    - (2) Technical Writing
    - (3) Commercial Law for Bankers *Kraeger 2d mater - passed.*
  - ✓ B. Instructional Media Retrieval System (See details in Exhibit No. 2) ✓
  - ✓ C. Specialty Oriented Student Research Program
9. OTHER BUSINESS:
10. ADJOURNMENT.

IOWA POWER AND LIGHT COMPANY  
GAS PIPELINE EASEMENT

C.W.O. \_\_\_\_\_  
Parcel No. \_\_\_\_\_  
Draft No. \_\_\_\_\_  
Project Name \_\_\_\_\_

Located in  
State of Iowa  
County of \_\_\_\_\_  
Section \_\_\_\_\_  
Township \_\_\_\_\_ North \_\_\_\_\_  
Range \_\_\_\_\_ West of the 5th P.M.

KNOW ALL MEN BY THESE PRESENTS:

For and in consideration of the sum of One and 00/100 Dollars (\$ 1.00 ),  
in hand paid by Iowa Power and Light Company, an Iowa Corporation, receipt of which is hereby acknowledged,  
and the further consideration of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_ ),

to be paid when such grant shall be used or occupied, the undersigned \_\_\_\_\_

Area XI Community College

\_\_\_\_\_ heirs and assigns, do hereby grant to Iowa Power and Light Company, its successors or assigns, the  
right of way to lay, maintain, operate, repair and remove underground pipe for the transportation of gas  
through and across certain property described below, together with ingress and egress to and from the same,  
and all the rights and privileges incident and necessary to the enjoyment of this grant.

DESCRIPTION:

Lots 1 through 22 inclusive, North Hope, and the North 16.5 feet lying North of and  
adjacent to Lots 1, 8, and 9 North Hope, also the East One-half (E $\frac{1}{2}$ ) of the Southwest  
Quarter (SW $\frac{1}{4}$ ) of Section 26, Township 80 North, Range 24 West of the 5th P.M., and the  
East 226.49 feet of the West One-half (W $\frac{1}{2}$ ) of the said Southwest Quarter (SW $\frac{1}{4}$ ) of Section  
26, also the Northwest Quarter (NW $\frac{1}{4}$ ) of the Southeast Quarter (SE $\frac{1}{4}$ ) of said Section 26,  
less 12.85 acres of existing roads, said parcels containing 240 acres, more or less, all  
being in and forming a part of the City of Ankeny, Polk County, Iowa.

Said gas pipeline easement to consist of the North Ten (10) feet of the East 1500  
feet of the above described property.

Grantors, \_\_\_\_\_ heirs or assigns are to fully use and enjoy said premises, except for the purposes  
hereinbefore granted to the said grantee. In consideration of said grant Iowa Power and Light Company  
hereby agrees to repair or pay for any damage which may be caused to crops, fences, or other property  
of the undersigned from the construction, maintenance or operation of said pipe line.

Dated this \_\_\_\_\_ day of October, 19 68.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

AREA XI COMMUNITY COLLEGE  
[Signature]  
PRESIDENT  
[Signature]  
SECRETARY

RATIONALE FOR INSTALLATION OF  
RANDTRIEVER IN THE INSTRUCTIONAL MEDIA CENTER

For the past two months members of the administrative staff of the College have been engaged in an in-depth exploration of the merits of installing some type of automatic book storage and retrieval system in the Instructional Media Center presently in the final planning stages.

On October 9, Mr. Lowery, Langerman, and Hanson made a one day trip to Buffalo, New York, at the invitation of Sperry Rand to view the factory installation and confer with sales, management, and engineering personnel regarding the installation of this equipment in our Instructional Media Center (library).

At the present time one installation is being made for a 600,000 volume library collection at the University of Rotterdam, Rotterdam, Holland. Installations have been sold to the Law Library and the Medical Library of Ohio State University.

The equipment was first displayed in this country at the national meeting of the American Library Association in June of this year. Since this time, great interest has been generated nationally and numerous colleges and universities are moving in this direction. If we were to proceed with the installation of the RANDTRIEVER, we would have the distinction of being the first Community College in the nation to have such advanced equipment.

The following summary and recommendations have been prepared by members of the administrative staff to provide the Board of Directors with information regarding the system, and a recommended course of action.

The installation of this type of equipment alters materially the function and orientation of most spaces in the Library Section of the Instructional Media Center. The Educational Specifications for this facility are in the final stages of development at the present time.

The administrative staff recommends the installation of the RANDTRIEVER in the Instructional Media Center and requests authorization from the Board of Directors to proceed with contractual negotiations with Remington Rand for the final design, engineering, construction and installation of a RANDTRIEVER with an initial capacity of 30,000 Volumes and designed for a two stage expansion to 84,000 Volumes in 1974 and 168,000 Volumes in 1979. The architects will be involved so that the system meshes into the design of the building.

The original cost of the installation, approximately \$160,000.00, can be spread over a three year period if desired. The expansions will consist primarily of extending the length of shelving space and will not be very great.

#### General Description

The RANDTRIEVER is an electro-mechanical means for automatically retrieving and reshelving books, periodicals, pamphlets, filmstrips, and other types of materials which are stored in containers on shelves. The Automated Book Retrieval System (ABRS) consists of three major components, joined together to provide a completely automatic retrieval and reshelving system. These components are:



1. The storage or stack area with its containers and call and refile mechanisms.
2. The power operated conveyors portion for transporting containers to and from the storage area.
3. The console or work station with its electronic communications system activating the system.

#### Description Of Operation

The containers are retrieved from the shelves by a Master Column which travels horizontally in front of the stored containers. Mounted on the Master Column is an Extractor-Discharger that moves vertically, and when opposite the requested container, removes the container from the shelf. The Master Column then returns to the end of the aisle and automatically positions itself at the discharge location. The container is then discharged to an unloading shelf where a push device moves the container to the belt conveyor. The belt conveyor then moves the container to the console or work station. When the container reaches the work station, it is stopped at an enclosed area called the Verifier. The container does not move from this station until the operator purposely moves the conveyor, or the books to be filed match the container in the verifying section. Only when the container reaches the open position in the console, will books be removed or returned to the container.

After the retrieval or refile operation is completed at the console, the operator activates the automatic return control switch which causes the container to move into a position for delivery to the refile conveyor system. Container readers in the refile conveyor section direct the container to the proper aisle and provide instructions for the

Master Column as to where the container is to be filed. The container is then picked up by the Extractor-Discharger and returned to its original location.

The charts that appear on the following two pages indicate the book retrieval cycle and the book return cycle.

REQUEST FOR BOOK BROUGHT TO  
CONSOLE STATION 1

INPUT  
KEYBOARD, TAB CARD, BOOK  
CARD, COMPUTER ETC. 2

COMMUNICATOR CABINET  
MEMORIES 3

MASTER COLUMN INSTRUCTOR 4

MASTER COLUMN MOVES TO  
SELECTED HORIZONTAL  
LOCATION 5

CONCURRENTLY THE EXTRACTOR-  
DISCHARGER MOVES TO SELECT-  
ED VERTICAL LOCATION EXTRACTS  
BOOK CONTAINER 6

MASTER COLUMN MOVES TO  
HOME STATION 7

EXTRACTOR-DISCHARGER  
DISCHARGES BOOK  
CONTAINER ONTO DIS-  
CHARGE PLATFORM 8

BOOK CONTAINER MOVED ONTO  
HIGH SPEED CONVEYOR 9

HIGH SPEED RETRIEVING  
CONVEYOR CARRIES BOOK  
CONTAINER TO LOW SPEED  
RETRIEVING CONVEYOR 10

LOW SPEED RETRIEVING  
CONVEYOR CARRIES BOOK  
CONTAINER TO VERIFYING  
STATION 11

BOOK CONTAINER AT OPEN-  
ING IN CONSOLE EXPOSING  
SPINES OF BOOKS 12

OPERATOR REMOVES BOOK OR  
MEDIA AND CHARGES TO  
REQUESTOR 13

OPERATOR DEPRESSES  
BUTTON INITIATING  
RETURN CYCLE 14

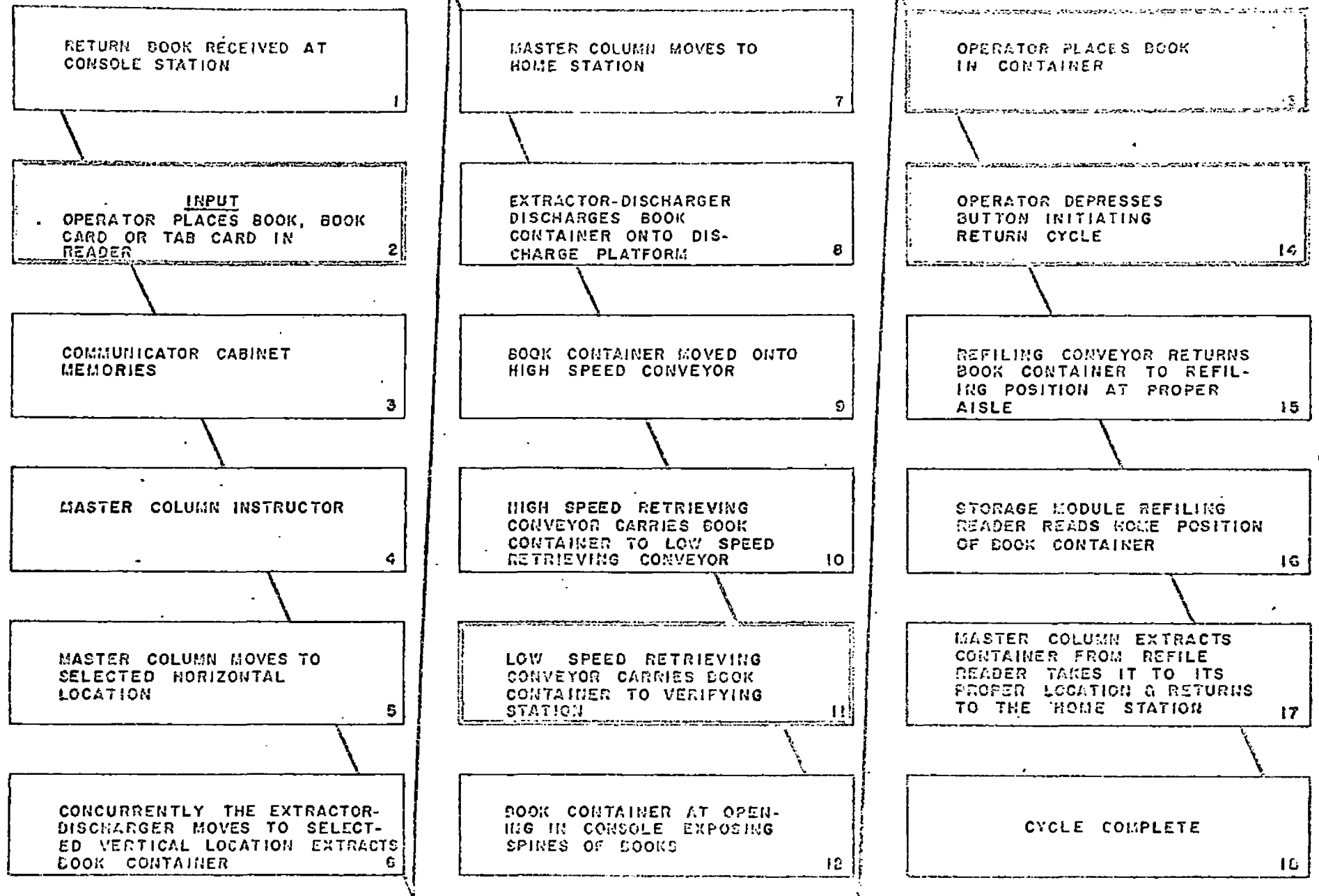
REFILING CONVEYOR RETURNS  
BOOK CONTAINER TO REFIL-  
ING POSITION AT PROPER  
AISLE 15

STORAGE MODULE REFILING  
READER READS HOME POSITION  
OF BOOK CONTAINER 16

MASTER COLUMN EXTRACTS  
CONTAINER FROM REFILE  
READER TAKES IT TO ITS  
PROPER LOCATION & RETURNS  
TO THE HOME STATION 17

CYCLE COMPLETE 18

### BOOK RETRIEVAL CYCLE



BOOK RETURN CYCLE

A number of benefits are inherent when considering the installation of the RANDTRIEVER. These may be classified in three categories:

I. INITIAL SAVINGS (Relate to the initial cost of the building)

- A. Uses only one-third of the cubic space that is required for conventional methods of housing books.
- B. Can use less desirable space within the building for installation of RANDTRIEVER. (Generally considered gross space and not net space)
- C. Stairs, elevators and book lifts can be eliminated within the book storage area.
- D. Book storage area need not be finished for human occupancy, therefore, can omit such items as:
  - (1) plastering or wall finishing
  - (2) painting and decorating
  - (3) floor coverings
  - (4) decorative light fixtures
  - (5) window areas
  - (6) normal book shelving
- E. Less expensive heating and ventilating systems may be used in book storage area.
- F. The RANDTRIEVER system can be specifically designed and engineered for the activities required at Area XI Community College.
- G. No special rooms or areas are required for Reserve Collections.

II. OPERATIONAL SAVINGS (Relate to estimated annual savings in library operations)

- A. Personnel savings.
  - (1) calling for books
  - (2) refiling books
  - (3) shelf reading for misfiles
  - (4) eliminates supervisory time devoted to bookstack control
  - (5) when the total system is operational it is estimated that 10-12 positions could be eliminated for the above functions
- B. The costs of initial book processing could be reduced. Book pockets, charging cards, and other types of control cards could be eliminated.

- C. Elimination of book loss through book stack integrity, no misshelving.
- D. Building maintenance within the RANDTRIEVER storage area will require very limited:
  - (1) floor maintenance
  - (2) painting
  - (3) dusting
  - (4) general cleaning
- E. Electrical power used is less for RANDTRIEVER than would be required to operate and replace stack aisle lights and to operate elevators and book lifts.
- F. No physical movement of books is required at periods when reserve collections are set up.
- G. Back issues of some periodicals need not be bound.
- H. Reduce cost of circulation.
- I. Permits immediate shelving regardless of previous positioning of books and materials within the Retriever. Shelving is organized within the Retriever by size of volumes rather than by book titles.

### III. OTHER BENEFITS

- A. The system is compatible with Electronic Data Processing Equipment.
  - (1) Since an IBM 360 computer will be installed in a building immediately adjacent to the Instructional Media Center, it would permit the immediate adaptation of EDP to automatic retrieval, charging, discharging, overdues, circulation, statistics, and other library processes.
  - (2) It would permit the implementation of modern business practices for the library operation with the benefits provided for more accurate and effective executive decisions.
- B. It would provide improved service to patrons.
  - (1) Save patrons search time. Since many of the students we will be serving are not concerned with research activities, it would eliminate completely the need for searching stacks.
  - (2) Increased use of all media resources. The ready accessibility of all media will encourage more extensive usage.
  - (3) Patrons could actually browse more books than they would normally, by trying to locate books in conventional book-stacks.
  - (4) Books would be received by patrons in less than one minute from the time of request.

- C. The system would permit the storage and retrieval of many types and kinds of materials other than books, pamphlets, and printed materials. This could include micro film, 8 mm film, 16 mm film, records, etc.
- D. The system permits immediate and automatic refiling of all materials.
- E. It insures physical protection for the library collection that is impossible with conventional stacks.
- F. The Preferred Risk Insurance Company has contracted for the installation of a similiar automated retrieval system for file folders in their new facility under construction. This system is substantially larger than the one we anticipate. It will permit 2500 retrieval and/or refiling operations per hour. With this installation in Des Moines, service personnel would be readily available if needed for our system.
- G. Sperry Rand guarantees the operation of the system and provides free maintenance and service on the system for one year after installation.
- H. Since electronic components of the system are solid state, it is conceivable that we would have the personnel available within our Vocational-Technical Division capable of handling routine maintenance on the system.

Cost Breakdown  
(Based upon 84,000 Volume Collection)

I. Savings in Space:

10,000 sq. ft. originally allocated for book storage	
765 sq. ft. required for RANDTRIEVER to house 84,000 volumes	
<hr/>	
9,235 sq. ft. available for other facilities	
x 23.00 per sq. ft. estimated construction costs	
\$212,405 saved on building costs (utilizable for other functions)	
48,000 saved on eliminating shelving ( 7 books per foot @ \$4.00 per lineal foot)	
<hr/>	
\$260,405	
- 160,000 Est. cost of RETRIEVER installed	
<hr/>	
\$100,405 Net savings on initial installation	

II. Personnel Savings in Annual Operation:

\$19,200	elimination of 8 shelvers and checkers @\$2400
4,500	elimination of 1/2 librarians time for shelving supervision
<u>23,700</u>	
<u>5,000</u>	less estimated annual service contract
\$18,700	estimated annual operational savings

III. Collection Security Savings:

Most large libraries presently estimate from 5-7% of their collection is lost each year by loss in shelving and disappearance because of security. The RANDTRIEVER would eliminate this concern completely.

\$63,000 annual savings: 84,000 volumes x .05=4,200 volumes @ 15.00 per volume (this includes cost of volume, cataloging, processing and shelving)

IV. Savings in Cataloging and Processing:

\$105,000 could be saved by elimination of book pockets, charging cards, etc @ \$1.25 per volume for an anticipated 84,000 volumes



LEASE AGREEMENT

This lease agreement made and entered into this \_\_\_\_ day of \_\_\_\_\_, 196\_\_, by and between Area Community College Merged Area (Education) XI in the Counties of Boone, Dallas, Jasper, Madison, Marion, Polk, Story and Warren, State of Iowa, with the exclusion of the Bayard Community School District, State of Iowa, a municipal corporation, hereinafter called Lessee, and Boone Community School District of Boone, Iowa, a municipal corporation, hereinafter called Lessor.

WITNESSETH: That the Lessor hereby leases to the Lessee all facilities located on the following described premises in Boone, Boone County, Iowa, to-wit:

That part of the Northeast Quarter of the Northeast Quarter of Section 33, Township 84 North, Range 26 West of the 5th P.M., Boone County, Iowa, described as follows: Beginning at a point on the east line of said Section 33 which is 360.0 feet south of the Northeast corner of said Section 33; thence West along a line 360.0 feet South of and parallel to the North line of said Section 33 for 755.0 feet; thence South 130.1 feet; thence North 73 degrees 59' West 164.1 feet; thence South 00 degrees 15' East 72.8 feet; thence North 73 degrees 59' West 229.2 feet along the South line of Park Avenue; thence South 00 degrees 15' East along the easterly line of Country View Addition 863.2 feet to the South line of the NEL/4 of NEL/4 of said Section 33; thence East along said South line 1127.7 feet more or less to SE corner of said NEL/4 of NEL/4; thence North along said East line of Section 33 for 954.5 feet more or less to point of beginning,

upon the following terms and conditions:

1. The term of this lease shall be three (3) years commencing on the first day of July, 1969, and terminating on the 30th day of June, 1972.
2. The Lessee shall pay to the Lessor an annual rental in the amount as shown on the schedule, which is hereto attached and marked Exhibit "A". This annual rental shall be paid to the Lessor at its administrative offices in Boone, Iowa, or at such other place as Lessor may direct, in the following manner:

The total annual rental shall be paid by the Lessee on or before the 15th day of October.

3. (a) It is the intention of the Lessor and the Lessee that the rent specified shall be net to the Lessor in each year during the term of this lease and that all assessments, charges, costs, expenses and obligation of every kind relating to the leased property which may arise or become due during the term of this lease shall be paid by the Lessee and Lessor shall be indemnified by the Lessee against the same.

(b) All assessments, charges, costs, expenses and obligations which the Lessee is required to pay hereunder, together with all interest and penalties that may accrue thereon in the event of Lessee's failure to pay such amount and all damages, costs and expenses which the Lessor may incur by reason of any default of the Lessee or failure on the Lessee's part to comply with the terms of this lease shall be deemed to be additional rental and in the event of non-payment by the Lessee the Lessor shall have all the rights and remedies with respect thereto as the Lessor has for the nonpayment of the basic rent.

4. The Lessee shall use and occupy the leased premises for the purposes of conducting thereon an area vocational school or area community college and other school and community related function as deemed desirable, in accordance with statutory provisions of the Iowa General Assembly and rules, regulations and policies of the Department of Public Instruction, or any other state agency that may be delegated responsibility for supervision of area vocational schools or area community colleges, and such use and occupancy shall be in a manner which will not in any way violate any zoning ordinance affecting the leased property, or make void or voidable any insurance in force with respect to the leased property, or make void or voidable any insurance in force with respect to the leased property or which will make it impossible to obtain fire or other insurance required to be furnished by the Lessee hereunder, or which will cause or be likely to cause structural damage to the building or any part thereof, or which will constitute a public or private nuisance, and shall not use or occupy

or permit the leased property to be used or occupied in any manner which will violate any present or future laws or regulations of governmental authority.

5. The Lessor shall be responsible for all repairs and maintenance occasioned by defective materials or workmanship in the original construction and equipping of the building on the premises. All other costs of maintenance, operation and repair shall be the expense of the Lessee.

6. During the time of this lease, the Lessee shall pay all insurance premiums to provide the following minimum coverages:

Fire, Extended Coverage, Vandalism, and Malicious Mischief:

Gymnasium.....\$370,000

Academic Building.. 887,000

Building Contents.. 100,000

Boiler Insurance

All said insurance shall be with reputable companies and shall be in the joint names of the Lessor and the Lessee. Lessee shall upon request deliver said policies or duplicates thereof to Lessor.

In case of damage by fire or other casualty to the leased premises, if the damage is so extensive as to amount practically to the total destruction of the buildings on the premises, this lease shall cease and the rent shall be apportioned to the time of the damage. In all other cases where the leased premises are damaged by fire or other casualty, the Lessor shall repair the damage with reasonable dispatch to a condition equal to that prior to damage, and if the damage has rendered the leased premises untenable, in whole or in part, there shall be an apportionment of the rent until the damage has been repaired. The Lessor shall have the benefit and use of any insurance proceeds available by reason of damage by fire or other casualty to the leased premises.

7. The Lessee shall be permitted to make alterations, additions or improvements to the leased premises so long as they do not involve structural changes. In the event any such alterations, additions or improvements are

made, they shall upon the termination of the lease become the property of the Lessor. The Lessee shall not permit any mechanics, materialman's or other liens to stand against the leased property for work on material furnished to the Lessee. The Lessee shall indemnify and save harmless the Lessor against any such liens or claims.

8. The Lessor represents and warrants that it is the owner of the leased premises and that the tenant upon paying the rent provided for herein and performing all of the other terms of this lease, shall quietly have and enjoy the leased premises during the term of this lease without any disturbance from the Lessor or from any other person claiming through the Lessor. The Lessor covenants and agrees that it will regularly and timely pay the principal and interest due on the bonds issued by the Lessor to obtain funds to construct the building on the leased premises and in the event Lessor fails to make such payments, the Lessee may make such payments on Lessor's behalf out of the annual rent reserved herein.

9. Lessee agrees to indemnify and save harmless Lessor from any and all claims, actions, suits, proceedings, costs, expenses, damages and liabilities, including attorney fees, arising out of, connected with, or resulting from the possession, use or operation of the leased premises.

10. If this lease shall be in force and effect on the date for the expiration of the original term, and the Lessee shall on that date have fully complied with all of the conditions contained herein, the Lessee shall have the option to renew this lease for succeeding three (3) year periods beginning with the expiration of the original term and continuing for five (5) additional three (3) year periods. To exercise such election the Lessee shall give the Lessor notice in writing of such election at least six months and not more than one year prior to the expiration of the original term and each succeeding term.

11. At the expiration of the lease term the Lessee shall surrender the leased property in as good condition as it was at the beginning of the term, reasonable use and wear and damages by the elements accepted. All equipment installed by the Lessee shall be retained as the property of the Lessee upon expiration of the agreement and shall be removed from the premises at the option of the Lessee.

12. Failure on the part of the Lessee to comply with any of the terms or conditions of this lease shall, at the option of the Lessor, work a forfeiture of this lease and of all rights of the Lessee hereunder and Lessee upon notice of such election, shall within ninety (90) days thereafter, quit and surrender possession of said premises to said Lessor without further notice to quit. Lessor or assigns may recover possession thereof by an action of forcible entry and detainer.

13. Lessee, in addition to the landlord's lien given by law, hereby grants to the Lessor a lien upon the terms of this lease and upon all personal property of the Lessee kept and used in or about said leased premises during the term of this lease, whether exempt from execution or not, to secure the payment to the Lessor of all amounts, including attorney fees and costs which may at any time become due from the Lessee hereunder.

14. The continuation of this agreement between the Lessor and Lessee shall be subject to legislative enactments of the Iowa General Assembly. In the event of major alterations in function, control, operation, or funding, this agreement shall, within ninety (90) days of the enactment of such legislation, be re-negotiated by the Lessor and Lessee to insure compliance with statutory provisions of the Iowa General Assembly, or other regulatory agencies.

15. The Lessor shall submit to the Lessee, prior to the execution of this agreement, an itemized inventory of all costs incidental to constructing said

equipping the facility. Said inventory shall include, but not necessarily be limited to the following:

1. Cost of land purchased for site.
2. Survey costs and fees.
3. Architect's fees.
4. Construction contracts.
5. Built-in equipment.
6. Legal expenses.
7. Non-movable equipment permanently installed.
8. Movable equipment.

The total inventory of construction and equipment costs incurred by the Lessor shall equal or exceed \$1,700,504.93. In the event the total of said inventory is less than \$1,700,504.93, the annual rental shall be reduced accordingly.

16. Lessor may resort to any remedy at law or in equity in order to enforce any right or the payment of any claim which said Lessor may have against said Lessee by virtue hereof and if Lessor shall institute any such action, Lessee agrees to pay a reasonable attorney fee which shall be taxed as a part of the costs.

17. No waiver of the breach of any of the terms or conditions of this lease shall constitute a waiver of any other or succeeding breach of the same or other provisions of this lease.

IN WITNESS WHEREOF, the parties hereto subscribed their name, the day and year first above written.

BOONE COMMUNITY SCHOOL DISTRICT

By \_\_\_\_\_  
President

By \_\_\_\_\_  
Secretary

LESSOR

AREA COMMUNITY COLLEGE MERGED AREA  
(EDUCATION) XI IN THE COUNTIES OF  
BOONE, DALLAS, JASPER, MADISON,  
MARION, POLK, STORY AND WARREN,  
STATE OF IOWA, TOGETHER WITH THE  
COUNTY SCHOOL SYSTEM OF GUTHRIE  
COUNTY, STATE OF IOWA, WITH THE  
EXCLUSION OF THE BAYARD COMMUNITY  
SCHOOL DISTRICT, STATE OF IOWA

By \_\_\_\_\_  
President

By \_\_\_\_\_  
Secretary

LESSEE

EXHIBIT "A"

Annual Rental Schedule

July 1, 1969 - June 30, 1970	\$67,754.58
July 1, 1970 - June 30, 1971	67,754.58
July 1, 1971 - June 30, 1972	67,754.58
July 1, 1972 - June 30, 1973	73,512.08
July 1, 1973 - June 30, 1974	73,512.08
July 1, 1974 - June 30, 1975	73,512.08
July 1, 1975 - June 30, 1976	79,114.58
July 1, 1976 - June 30, 1977	79,114.58
July 1, 1977 - June 30, 1978	79,114.58
July 1, 1978 - June 30, 1979	76,029.58
July 1, 1979 - June 30, 1980	76,029.58
July 1, 1980 - June 30, 1981	76,029.58
July 1, 1981 - June 30, 1982	82,107.92
July 1, 1982 - June 30, 1983	82,107.92
July 1, 1983 - June 30, 1984	82,107.92
July 1, 1984 - June 30, 1985	83,684.38
July 1, 1985 - June 30, 1986	83,684.38
July 1, 1986 - June 30, 1987	83,684.38

SUPPORTING DATA TO  
ACCOMPANY  
RECOMMENDED CONTRACT WITH THE  
AREA XI COMMUNITY COLLEGE  
AND  
BOONE COMMUNITY SCHOOL DISTRICT

Included are the following:

- #1 - Present insurance coverage by Boone  
Community School District
- 2 - Financial Statement on Construction of  
Boone Junior College facility
- 3 - Annual rental alternatives on  
Boone Junior College



# 1. Present Insurance Coverage by the Boone Community School District on Community College Facilities

Agent: Duffee Insurance Agency  
804 8th Street  
Boone, Iowa  
Mr. Ray Duffee, 432-1381

Fire, Extended Coverage, Vandalism, and Malicious Mischief, Form 17C:

Gymnasium. . . . .	\$370,000
Academic Building . . . . .	887,000
Contents. . . . .	100,000

Endorsements on existing policies held by the Boone Community School District to cover:

Boiler Insurance  
Workmans Compensation  
Teachers Primary Commercial Bond

Theft Insurance on Vault, \$500.00

# 2. Financial Statement on Construction of  
New Boone Junior College Facilities

RECEIPTS

Planned Revenue for Project

1. From 2 1/2 Mill Fund	\$150,000.00	
2. From sale of bonds	925,032.93	
3. From federal grant	<u>625,472.00</u>	
Total		\$1,700,504.93

EXPENDITURES

Project Summary

1. Purchase of lands (Actual Cost \$43,000.00)	37,680.00	
2. Surveys	1,714.00	
3. Architect's Fees	81,843.00	
4. Construction Contracts	1,244,093.00	
5. Built-in Equipment	69,821.00	
6. Construction Contingency	26,312.00	
7. Legal Expenses	4,000.00	
8. Movable Equipment	<u>98,218.00</u>	
Total		\$1,563,681.00
Balance of Project Funds Not Match by Federal Grant - for Equipment		\$ 136,823.93

Equipment Purchased or Ordered

1. Folding bleachers	\$ 18,710.00	
2. Basketball backstops	4,265.00	
3. Stage equipment	25,980.00	
4. Biology equipment	9,246.40	
5. Architect's fee on items 1,2,3	2,400.00	
6. Standard duplicator	400.00	
7. Wet and dry vacuum	<u>357.30</u>	
Total		\$ <u>61,358.70</u>
Balance for Equipment & Miscellaneous		\$ 75,465.23

Carried Fwd. - Balance for Equipment & Misc. \$ 75,465.23

Other Items Requested or Needed

1. Secretarial Science equipment \$ 5,660.50
2. Gestetner Stencil Maker 1,595.00
3. Physical Education equipment 7,000.00
4. Coffee Maker 385.00
5. Basketball Scoreboards 2,138.00
6. Additional Biology equipment 4,003.71
7. Engineering Drawing equipment 1,335.00
8. Miscellaneous and Operation  
and Maintenance equipment 53,368.02

Total \$ 75,465.23

Balance None

# 3. Annual Rental Alternatives On Boone Junior College  
 Based upon Payment of Principal, Interest and  
 Annual Pro-rated 2 1/2 Mill Levy

School Year	Principal		2 1/2 Mill Levy	Rental Alternatives		
	Due Nov. 1	Interest		# 1 Annual Needs	# 2 Average Of Each 3 Year Lease Period	# 3 Average Of 18 Year Lease Period
1969-70	\$ 30,000	\$ 30,921.25	\$ 8,333.33	\$ 69,254.58		\$ 77,033.85
1970-71	30,000	29,421.25	8,333.33	67,754.58	67,754.58	77,033.85
1971-72	30,000	27,921.25	8,333.33	66,254.58		77,033.85
1972-73	30,000	26,533.75	8,333.33	64,867.08		77,033.85
1973-74	45,000	25,198.75	8,333.33	78,532.08	73,512.08	77,033.85
1974-75	45,000	23,803.75	8,333.33	77,137.08		77,033.85
1975-76	50,000	22,331.25	8,333.33	80,664.58		77,033.85
1976-77	50,000	20,781.25	8,333.33	79,114.58	79,114.58	77,033.85
1977-78	50,000	19,231.25	8,333.33	77,564.58		77,033.85
1978-79	50,000	17,656.25	8,333.33	75,989.58		77,033.85
1979-80	50,000	16,056.25	8,333.34	74,389.59	76,029.58	77,033.86
1980-81	55,000	14,376.25	8,333.34	77,709.59		77,033.86
1981-82	60,000	12,521.25	8,333.34	80,854.59		77,033.86
1982-83	65,000	10,473.75	8,333.34	83,807.09	82,107.92	77,033.86
1983-84	65,000	8,328.75	8,333.34	81,662.09		77,033.86
1984-85	70,000	6,075.00	8,333.34	84,408.34		77,033.86
1985-86	70,000	3,712.50	8,333.34	82,045.84	83,684.38	77,033.86
1986-87	75,000	1,265.63	8,333.34	84,598.97		77,033.86
<b>TOTAL</b>	<b>\$920,000</b>	<b>\$316,609.38</b>	<b>\$150,000.02</b>	<b>\$1,386,609.40</b>	<b>\$1,386,609.36</b>	<b>\$1,386,609.38</b>