

Des Moines Area Community College

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Board of Directors Meeting Minutes

3-13-1969

Board of Directors Meeting Minutes (March 13, 1969)

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DES MOINES AREA COMMUNITY COLLEGE
2006 Ankeny Boulevard
Ankeny, Iowa 50021

REGULAR MEETING

MARCH 13,
1969 The regular monthly meeting of the Des Moines Area Community College Board of Directors was held in the Administration Building of the school campus at 2006 Ankeny Blvd., Ankeny, Iowa, on Thursday, March 13, 1969. The meeting was called to order by the Board President, Rolland Grefe, at 3:40 P.M.

ROLL
CALL Members Present: Harry Bloomquist
 Ross Cramlet
 Dwight Mater
 H. Welin
 Max Kreager
 Rolland Grefe

Members Absent: William Price
 James Maggert
 Robert Lounsberry

Others Present: Paul Lowery, Superintendent
 Irv Steinberg, Business Manager
 Frank Bunker, Architect
 Cliff Prall, Architect

APPROVAL
OF MINUTES A motion was made by R. Cramlet, seconded by M. Kreager, that the minutes of the board meeting held February 10 and February 28, 1969 be approved as presented. Motion passed.

REPORT BY
ARCHITECTS Architects Cliff Prall and Frank Bunker reported that the total of low bids received for Phase I, Part A of the permanent building campus plan was \$2,393,126.53, which exceeds the federally approved budget by \$163,869.53. The architects were advised to review the low bids in some detail and to work with the administration in arriving at recommendations for board review to bring the cost in line with the budget.

RETURN OF
BID SECURITY
CHECKS A motion was made by R. Cramlet, seconded by M. Kreager, that all bid security checks be returned with the exception of the three lowest bidders in each of the five contracts. Motion passed.

PERSONNEL A motion was made by R. Cramlet, seconded by H. Welin, that employment be offered to E. H. Gunton as Industrial Marketing instructor at a salary to be negotiated, not to exceed \$12,000 per year. Motion passed.

A motion was made by M. Kreager, seconded by D. Mater, that employment for the position of Assistant Superintendent of Administrative Services be offered to Jack Asby at an annual salary of \$18,500. Motion passed.

A motion was made by D. Mater, seconded by H. Bloomquist, that a three year contract be given to Paul J. Lowery for the position of Superintendent of Des Moines Area Community College at an annual salary of not less than \$25,000, and that the Board President be authorized to sign said contract. Motion passed.

COMPUTER
SERVICE
REQUEST

Superintendent Lowery reported receipt of a letter from Mr. Lloyd Godfrey, Dallas County Superintendent of Schools requesting consideration be given by the Des Moines Area Community College to provide computer service to schools within the area as now being provided by ACCESS. Superintendent Lowery was advised to investigate the matter further.

NIER LOAN
AGREEMENT

A motion was made by H. Bloomquist, seconded by R. Cramlet, that the Board President be authorized to sign a National Industrial Equipment Reserve Loan Agreement transferring custody of equipment from the Des Moines Independent School District to Area Community College Merged Area (Education) XI. Motion passed.

AGREEMENT
ON DES
MOINES SCHOOL
OF PRACTICAL
NURSING

A motion was made by R. Cramlet, seconded by D. Mater, that the Board President be authorized to sign an agreement with the Des Moines Independent School District in regard to the operation of the Des Moines School of Practical Nursing and designation of the Slinker campus as an area attendance center for the fiscal year 1968-69. A copy of the agreement being hereto attached and made a part hereof. Motion passed.

WIRING
CONTRACT
FOR BUILDING
NO. 1

A motion was made by M. Kreager, seconded by H. Welin, that the contract for internal wiring of Phasing Campus Building #1 be awarded to Capital City Electric Company for \$9,897. Motion passed.

CHANGE IN
STUDENT
CHARGES

A motion was made by H. Bloomquist, seconded by M. Kreager, that student tuition and fees be changed as indicated on a separate listing attached hereto and made a part of these minutes, with effective date of change being the beginning of the fall quarter, 1969. Motion passed.

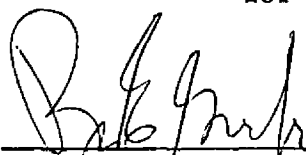
CLAIMS
AND
ACCOUNTS

It was moved by H. Welin, seconded by D. Mater, that the claims and accounts as presented be approved for payment. Motion passed.

ADJOURNMENT

A motion was made by R. Cramlet, seconded by M. Kreager, that the meeting be adjourned. Motion passed and the meeting adjourned at 6:00 P.M.

A special meeting was set for Thursday, March 27, 1969 at 7:30 P.M. in the Campus Administrative Building Board Room for the purpose of establishing salaries, approving contracts, and discussion of budget for 1969-70.



ROLLAND E. GREFFE, President



IRV STEINBERG, Secretary

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement between the Board of Directors of the Des Moines Area Community College, hereinafter called "Area District", and the Board of Directors of the Des Moines Public School District, hereinafter called "Local District", is for the purpose of declaring the Slinker campus of the Local District as an attendance center of the Area District for the fiscal year 1968-69.

THEREFORE:

A. The Des Moines Area Community College Board agrees:

1. To designate the Slinker campus of the Local District as an area attendance center of the Area District.
2. To reimburse the Local District by an amount equal to that provided by the Department of Public Instruction in applying their formula for computation of full-time equivalent enrollment (FTEE) reimbursement that may accrue to the Area District as a result of the enrollment in the Des Moines School of Practical Nursing.

B. The Des Moines Public School District Board agrees:

1. To operate and maintain the Des Moines School of Practical Nursing as in the past.
2. To employ and pay salaries of faculty members, custodians, secretaries and clerks, and any other full or part-time personnel necessary for efficient operation of the school.
3. To consult with the Area District and/or its administrators about any matters of mutual concern in the operation of the Des Moines School of Practical Nursing.
4. To accept as full reimbursement each fiscal year for the operation of the Local District the sums listed in Item A, 2 above.
5. To provide the Area District with such information regarding attendance as may be required to permit the Area District to certify the attendance to the State Department of Public Instruction for state aid to be paid to the Area District.
6. To provide the Area District with budget and financial reports as needed.

It is further agreed that both districts will plan toward a transfer of ownership and operation of the Des Moines School of Practical Nursing, but not before the completion of the new facilities, which target date is for the fall of 1970. This Agreement shall be reviewed by both District Boards for extension or revision on or before July 1 1969

Signed this 10 day of November, 1969.

DES MOINES PUBLIC SCHOOL DISTRICT

By *W. A. Cudde*
President, Board of Directors

DES MOINES AREA COMMUNITY COLLEGE
DISTRICT

By *W. G. Smith*
President, Board of Directors

PROPOSED STUDENT CHARGES

to be effective Fall Quarter, 1969

Tuition - Vocational-Technical programs - \$60.00 per quarter

General Education full-time - \$124.00 per quarter

General Education part-time - \$ 12.00 per qtr.-hr. of credit

Deposit required upon acceptance for admission - \$25.00

Of this deposit, \$15.00 will be credited toward first quarter tuition.
\$10.00 is a non-refundable admission fee.
(\$5.00 for students in Key Punch Operation.)

Activity Fee - \$3.00 per quarter

Graduation Fee (final quarter only) - \$7.50

Student Supply Fees, per quarter

Agri-Business Operations	\$17.00	Industrial Electronics	\$15.00
Auto Mechanics	17.00	Industrial Marketing	15.00
Auto Parts Specialist	15.00	Industrial Safety Spec.	15.00
Bookkeeping & Accounting	15.00	Job Shop Machinist	20.00
Building Trades	20.00	Key Punch Operation	24.00
Child Care	15.00	Mechanical Technology	17.00
Clerical	15.00	Medical Assistant	17.00
Conditioned Air	20.00	Medical Laboratory Ass't.	20.00
Data Processing	17.00	Nursing Unit Manage. Ass't.	15.00
Dental Assistant	17.00	Operating Room Technician	20.00
Diesel Mechanics	17.00	Practical Nursing (Ames)	17.00
Department Store Marketing	17.00	Printing	20.00
Drafting, Architectural	17.00	Secretarial	17.00
Drafting, Electrical	17.00	Tool & Die Making	20.00
Drafting, Mechanical	17.00	Welding	22.00
Educational Aide	15.00	Fire & Safety Science	15.00
Electronic Maintenance	15.00		

ITEMS PAID PRIOR TO BOARD APPROVAL

TRAVEL EXPENSE:

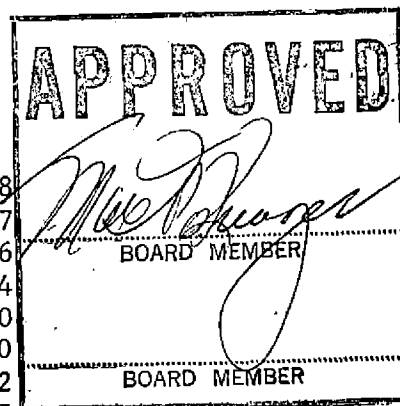
Clair E. Abbott	\$ 7.00	Marguerite Hartley	\$ 3.00
Lyke Poyzer	18.00	Ellis Hanson	79.15
Joan Cain	65.91	Ardelle Keating	17.50
Carroll Bennett	37.60	B. F. Moravek	38.40
Owen Shadle	83.60	Harold Gamm	30.80
Allan Leffler	78.45	Byron Hamilton	29.10
Jerry Manning	71.95	Judith Sheets	157.30
Dorothy Sielert	23.24	Margaret Rowe	37.05
Melody Powell	18.60	Roy Berger	53.80
Kenneth Hoff	11.00	Nick Bellizzi	118.50
Lamar Gailey	49.50	Bill Johnson	32.70
Phil Langerman	55.00	Jack Rolinger	62.36
Eldon Walton	13.20	Richard Wilson	24.20
Harry Bloomquist	35.85	Paul Lowery	252.60
Allen Suby	31.30	Dale Bellairs	18.70
Irv Steinberg	11.50	Dorothy Gilliland	14.80
Leonard Bengtson	25.90	Charles Baugous	22.50
Thomas E. Dart	44.20	Ron McClurg	10.10
Margaret Hansen	30.00	George Nichols, Jr.	30.00
Walter Ramey	30.00	Charles Roush	30.00
		TOTAL	<u>\$ 1804.36</u>

FREIGHT:

Bruce Motor Freight	\$ 6.09
Crouse Cartage Co.	36.09
Reppert Transfer & Storage Co., Inc.	168.63
Rock Island Motor Transit	<u>9.27</u>
	\$ 220.08

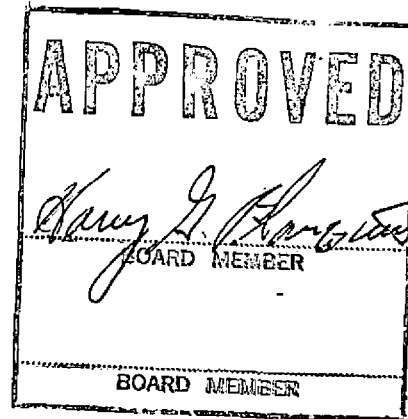
PAYROLL & RELATED EXPENSES:

Des Moines Area Comm. College (Payroll Acct.)	\$ 87,337.08
Blue Cross & Blue Shield	2,269.07
Iowa Employment Security Commission	11,477.46
Iowa Public Employees Retirement System	7,843.24
Ankeny State Bank	16,354.70
Central Life Assurance Company	50.00
Equitable of Iowa	51.02
Indianapolis Life Insurance Co.	101.85
Investors Syndicate Life Ins. & Annuity Co.	100.00
Lutheran Brotherhood	73.22
Metropolitan Life Ins. Co.	150.00
Northwestern Mutual Life Ins. Co.	260.00
Northwestern National Life Ins. Co.	560.00
Teachers Insurance & Annuity Assn.	40.00
Horace Mann Ins. Group	1,108.36
Iowa Employment Security Comm.	32.03
Horace Mann Ins. Group	<u>1,222.96</u>
	\$ 129,030.99



ADULT ED REIMBURSEMENTS AND REFUNDS:

Ames Community Schools	1,239.40
Margaret Peterson ✓	8.00
Lillian King ✓	8.00
Mrs. Gloria Herrold ✓	2.00
Mrs. Judy Crabtree ✓	2.00
Mrs. Jeanne Untrauer ✓	3.00
Mrs. Kathryn Granger ✓	3.00
Mr. David Granger ✓	3.00
Mrs. Marie Sande ✓	10.00
Mrs. Lenore Powell ✓	3.00
Mrs. Pam Scandrett ✓	3.00
Mrs. M. Jan Schiltz ✓	3.00
Mrs. Mary Charlson ✓	10.00
Mr. Charles Hodge ✓	8.00
Mrs. Heather Swenson ✓	3.00
Mrs. Connie McDaniel ✓	6.00
Mrs. Margaret Lawrence ✓	8.00
Mrs. Margaret McFarland ✓	8.00
Mrs. Alice Lacey ✓	8.00
Mrs. Holly Sieck ✓	8.00
Mrs. Mary Gee ✓	3.00
Mr. George M. Brown ✓	3.00
Mrs. Katharine Kuntz ✓	8.00
Mrs. Pat Carter ✓	6.00
Mr. Dan Benitz ✓	12.00
Mr. James Reese ✓	6.00
Mrs. Kathy Endicott ✓	8.00
Mrs. Betty Geiger ✓	8.00
Mr. Walt Crew ✓	6.00
Mrs. Norma Rottinghaus ✓	6.00
Miss Julie Schlenker ✓	6.00
Mr. Hal Stewart ✓	6.00
Mrs. M. Delia McKenzie ✓	8.00

ADULT ED REIMBURSEMENTS AND REFUNDS CONTINUED:

Mrs. Jane Sharon ✓	8.00
Mrs. Mary Mortensen ✓	3.00
Mrs. Linda Drennan ✓	6.00
Miss Sue Voss ✓	3.00
Mrs. Margaret Maitland ✓	8.00
Mrs. Ethel Atkins ✓	3.00
Mr. Alfert Ludwigs ✓	4.00
Mrs. Jacqueline Pulsifer ✓	3.00
Mrs. Carol Dillman ✓	8.00
Miss Betty Jane Kearns ✓	11.00
Miss Marion Bemis ✓	6.00
Mrs. Jean Michalak ✓	2.00
Mrs. Barb Treharne ✓	3.00
Pauline Koch ✓	6.00
David Hemphill ✓	6.00
Tom Kading ✓	6.00
Kae Koski ✓	6.00
Edna Robinson ✓	6.00
George Rhinehart ✓	6.00
Mrs. Dorothy Bowers ✓	6.00

TOTAL

\$ 1,542.40

PUBLICATIONS:

College Placement Council, Inc.	\$	10.00
American Assn. of Junior Colleges		1.50
National School Public Relations Assoc.		21.00
Gellert Publishing Corp.		.50
Education Commission of the States		1.00
Superintendent of Documents		4.50
Superintendent of Documents		2.50
American Assn. of Junior Colleges		4.50
TOTAL	\$	45.50

MISC.

Corwin Cleaners		10.67
Des Moines Clean Towel Service		109.13
American Ass. of School Admin.		20.00
Elaine Sanderson		8.00
Gilbert Service Garage		15.00
Ankeny State Bank		5.00
Des Moines Area Comm. College (Diesel Revolving Acct.)		14.79
Iowa High School Ins. Co.		126.75
Petty Cash		48.17
TOTAL	\$	357.51



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OPPORTUNITY GRANTS:

Roger Wolf	\$ 83.33
Shirley Phillips	87.50
Bonnie Clinkerbeard	83.33
TOTAL	\$ 254.16

UTILITIES:

Iowa Power and Light Co.	1,468.68
Des Moines Water Works	47.74
Northwestern Bell Tele. Co.	103.00
TOTAL	\$ 1,619.42

RENT:

W. J. Reed	1,916.66
Kirkwood Warehousing Co.	72.80
TOTAL	\$1,989.46

POSTAGE:

U. S. Post Office	12.00
U. S. Post Office	90.00
Ankeny Post Office	12.50
U. S. Post Office	95.00
U. S. Post Office	100.00
TOTAL	\$ 309.50

APPROVED

Henry G. Morgan

BOARD MEMBER

BOARD MEMBER

PENDING BILLS FOR PAYMENT

March 6, 1969

Accurate Office Supplies	Office Supplies	\$ 10.40
Action Graphics	Office Supplies	4.25
Action Graphics	Office Supplies	28.45
Ahern Pershing	Administration equipment	285.00
Ahern Pershing	Office equipment	132.00
Air-Conditioning & Refrigeration Inst.	Educational material	3.50
Air-Conditioning & Refrigeration Inst.	Educational material	3.50
Air Products	Educational supplies	31.20
American Dietetic Assn.	Educational supplies	36.00
American Library Assn.	Educational material	20.25
American Society for Testing & Materials	Educational supplies	8.00
American Technical Society	Educational material	6.44
Audiovisual Communications	Educational material	142.00
Ballard's 66 Service Inc.	Supplies	228.72
Ballard's 66 Service Inc.	Supplies	77.55
John Z. Beamer Co.	Educational equipment	342.55
Beaverdale Photo	Educational supplies	29.42
Beaverdale Photo	Student services	13.43
Beaverdale Photo	Student services	2.72
Beaverdale Photo	Educational supplies	5.50
A.D. Beers Co.	Educational supplies	75.90
Behaviorial Research Labs	Educational material	20.14
Bobb Office Supply	Office equipment	37.50
Bobb Office Supply	Office equipment	7.00
Bobb Office Supply	Office equipment	88.72
Bobb Office Supply	Office equipment	37.57
Bolton & Hay	Maintenance equipment	47.85
Bolton & Hay	Office equipment	1507.80
R. R. Bowker	Educational material	18.50
Bro-Dart Foundation	Educational material	5.95
Charles Bruning Co.	Educational supplies	2.95
Burroughs Corporation	Educational supplies	11.00
California Test Bureau	Educational material	42.59
Capitol Printing Ink, Inc.	Educational supplies	32.80
Capitol Sanitary	Maintenance supplies	893.23
Carlson Oil Co.	Supplies	38.24
Carlson Oil Co.	Supplies	20.46
Catholic Hospital Assn.	Educational material	10.00
Catholic Hospital Assn.	Educational material	8.00
Central Audio Visual	Educational equipment	47.65
Central Medical & Surgical	Educational material	136.78
Central Scientific Co.	Educational material	303.24
Coast to Coast	Maintenance supplies	1.49
Coast to Coast	Maintenance supplies	3.05
Coast to Coast	Maintenance supplies	8.41
Coast to Coast	Maintenance supplies	10.92
College of American Pathologists	Educational supplies	48.00
Columbia Univ. Pr.	Library supplies	11.05
Cory's Inc.	Maintenance equipment	10.95
Cory's Inc.	Maintenance equipment	12.38
Cory's Inc.	Maintenance equipment	5.64
Crescent Elec. Supply Co.	Educational supplies	19.11
Crops and Soils Magazine	Educational material	20.65

APPROVED

R. R. Bowker

BOARD MEMBER

BOARD MEMBER

Davis & Geck	Educational material	5.00
Florene Den Adel	Office equipment	75.00
Des Moines Clean Towel Service	Services	30.80
Des Moines Comp. Voc. Facility	Repair expense	98.60
Des Moines Photocopy	Educational equipment	139.50
Des Moines Rubber Stamp Co.	Office supplies	5.90
Des Moines Stationary Co.	Educational supplies	12.00
A.B. Dick Products	Educational supplies	15.85
A.B. Dick Products	Educational supplies	189.08
A.B. Dick	Repair service	18.45
Dictation Disc Co.	Office supplies	4.60
Digital Electronics	Educational material	97.50
Doughten Auto Supply	Maintenance equipment	6.95
Dunn and Company	Equipment	19.95
Eastman Kodak Stores, Inc.	Educational equipment	120.00
Eastman Kodak	Library materials	19.17
Eastman Kodak	Educational supplies	13.50
Eastman Kodak	Educational Furniture	1520.00
Educational Research	Educational material	8.92
Electronic Aids, Inc.	Educational equipment	2190.00
Elox Corporation	Educational supplies	44.10
Embosograf Corporation	Educational equipment	930.64
Entelek, Inc.	Educational supplies	23.35
ERIC Document Reproduction Center	Educational materials	.60
Farm Chemicals	Educational material	12.90
Fisher Scientific	Educational supplies	11.82
Gaylord Bros., Inc.	Library materials	66.70
GBC Sales & Service, Inc.	Educational equipment	329.00
General Electric	Educational supplies	.84
General Radio	Educational equipment	399.00
Glove Machinery & Supply	Educational equipment	989.38
Graybar Electric Co. Inc.	Maintenance supplies	135.70
Hammond & Stevens	Admin. supplies	192.50
Harcourt, Brace & World	Educational material	6.43
Hatfield Duplicating Machine	Admin. supplies	20.00
Dr. Ramon Heimerl	Educational material	7.75
Hemingson Brake & Alignment	Educational equipment	200.00
Hertz Corporation	Moving Expense	92.95
Hickok	Educational material	32.32
Hickok Teaching Systems, Inc.	Educational material	4.18
Warren Hicks	Consultation services	352.05
Hockenberg Fixture & Supply Co.	Educational material	16.00
Howell Auto Parts	Educational equipment	9.18
Howell Auto Parts	Educational material	119.63
Hyland Laboratories	Educational material	184.50
IBM	Service expense	149.60
IBM	Service expense	13.10
IBM	Educational material	56.32
IBM	Service Expense	28.80
IBM	Maintenance Service	736.20
IBM	Service Expense	23.71
IBM	Educational material	131.24
IBM	Machine Rent	2659.90
IBM	Educational material	424.94
Ideal School Supply	Educational material	7.18
Iltis Lumber Co.	Supplies	59.53
Iltis Lumber Co.	Supplies	21.89
Iltis Lumber Co.	Supplies	5.82

APPROVED
Harry G. Hornig
 BOARD MEMBER
 BOARD MEMBER

Industrial Chemical
 Industrial Chemical
 Industrial Chemical Lab., Inc.
 International Assn. of Chiefs of Police
 Iowa Dental Supply
 Iowa Dental Supply
 Iowa Machinery & Supply Co.
 Iowa State Agency for Surplus Property
 Iowa State Agency for Surplus Property
 Iowa State Univ. Publications Office
 Frank Johnson Co.
 Josten's E.A. Wright Co.
 Josten's EA Wright Co.
 K & M Electronics
 Koch Brothers
 Kodak Co.
 Kodak Co.
 Langan Paper
 Langan Paper
 J. S. Latta
 Latta's
 Latta's School Supplies & Equip.
 Latta's
 Latta's
 Latta's
 Latta's
 Leslie Paper Co.
 J. B. Lippincott
 E. E. Long
 McCutchan Publishing
 McGraw Hill
 McGraw Hill
 McGraw Hill
 MacMillan Oil Co
 M & M Sales
 M & M Sales
 M & M Sales
 M & M Sales
 David Mattson
 David Mattson
 David Mattson
 David Mattson
 David Mattson
 David Mattson
 David Mattson
 David Mattson
 Medi Visual
 Merchants Transfer & Storage
 Mid State Printers
 Midwest Visual
 Midwest Visual
 Midwest Visual
 Midwest Visual
 Midwest Visual
 Midwest Visual
 Midwestern Paper
 Milody Publishing Corp.
 Monroe Co.
 Mosby Medical
 Mosby Medical



Maintenance equipment	✓ 392.54 ✓
Maintenance supplies	71.24 ✓
Maintenance supplies	100.54 ✓
Educational material	3.00 ✓
Educational supplies	265.02 ✓
Educational supplies	88.52 ✓
Educational equipment	20.50 ✓
Maintenance supplies	275.00 ✓
Educational supplies	365.00 ✓
Educational material	22.80 ✓
Educational furniture	84.00 ✓
Educational material	6.91 ✓
Educational material	17.30 ✓
Library Film	648.00 ✓
Educational equipment	124.96 ✓
Educational supplies	10.60 ✓
Educational supplies	119.25 ✓
Maintenance supplies	13.30 ✓
Supplies	10.91 ✓
Educational equipment	176.50 ✓
Educational equipment	25.29 ✓
Educational supplies	46.87 ✓
Educational equipment	89.05 ✓
Educational equipment	138.58 ✓
Educational equipment	437.45 ✓
Educational equipment	143.49 ✓
Educational equipment	28.00 ✓
Educational material	6.52 ✓
Educational equipment	36.50 ✓
Educational material	11.00 ✓
Educational material	4.90 ✓
Educational material	62.00 ✓
Educational material	9.40 ✓
Fuel Oil	9.86 ✓
Machine Rental	45.00 ✓
Machine Rental	45.00 ✓
Educational supplies	28.80 ✓
Service Charge	15.90 ✓
Educational supplies	29.35 ✓
Educational supplies	52.40 ✓
Educational supplies	262.92 ✓
Educational supplies	112.57 ✓
Educational equipment	2030.79 ✓
Educational equipment	111.35 ✓
Educational materials	98.00 ✓
Educational material	82.61 ✓
Storage Charge	28.50 ✓
Educational material	3.00 ✓
Educational equipment	13.85 ✓
Educational material	25.60 ✓
Library film	29.50 ✓
Educational material	2.00 ✓
Library film	49.50 ✓
Educational equipment	6000.00 ✓
Educational material	7.77 ✓
Educational equipment	25.90 ✓
Educational material	53.10 ✓
Library film	20.25 ✓

NASCO
 National Cash Register
 National Research Bureau, Inc.
 National Secretaries
 Mark Electronics
 Office Supplies
 Office Supplies
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 Office Supplies
 Paper Corporation
 Paper Corporation
 Paper Corporation
 Phillips 66
 Phillips Petroleum Co.
 Physicians and Hospital Supply
 Physicians and Hospital Supply
 Physicians and Hospital Supply
 Pitney Bowes, Inc.
 Plain Talk Publishing
 Plain Talk Publishing
 R & R Welding
 R & R Welding
 R & R Welding
 R & R Welding
 Radio Trades
 Radio Trad Co.
 Radio Trade Co.
 Remington Office Machines
 Reppert Transfer & Storage Co.
 Reppert Transfer & Storage-Co.
 Ribbon & Carbon Supply
 Ribbon & Carbon Supply
 Ribbon & Carbon Supply
 Ribbon & Carbon Supply
 Ribbon & Carbon Supply
 Royal Typewriter
 Howard Sams & Co.
 Schall Furnace Co.
 Science Research Associate
 Seabury Press
 Service Photoprint
 Senneff Travel
 Jim Sherman Photography
 Jim Sherman Photography

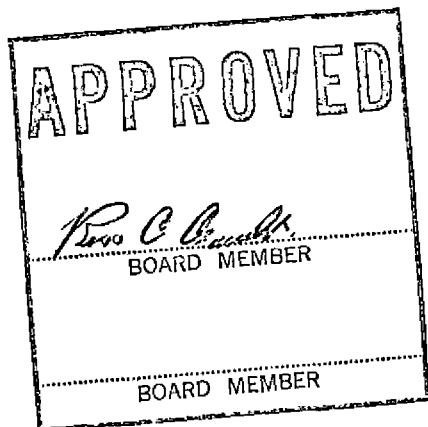
Educational material	17.75 ✓
Office supplies	119.47 ✓
Postage charges	5.94 ✓
Educational material	71.50 ✓
Educational material	85.31 ✓
Educational material	19.70 ✓
Educational material	1.08 ✓
Office materials	5.72 ✓
Office materials	2.40 ✓
Office materials	21.30 ✓
Educational equipment	16.66 ✓
Office furniture	2.88 ✓
Office supplies	13.66 ✓
Office supplies	50.88 ✓
Office supplies	.60 ✓
Office supplies	259.68 ✓
Office Supplies	59.12 ✓
Office supplies	39.00 ✓
Office supplies	17.16 ✓
Office supplies	2166.86 ✓
Office supplies	119.38 ✓
Office supplies	29.80 ✓
Gas expense	42.40 ✓
Maintenance expense	21.65 ✓
Educational material	15.12 ✓
Educational material	73.34 ✓
Educational material	4.92 ✓
Machine Rental	39.98 ✓
Administration expense	116.05 ✓
Administration expense	137.38 ✓
Educational material	20.30 ✓
Demurrage	7.50 ✓
Educational equipment	125.55 ✓
Educational material	17.83 ✓
Educational equipment	74.20 ✓
Educational material	29.05 ✓
Educational material	1.56 ✓
Maintenance expense	198.00 ✓
Storage & moving expense	78.25 ✓
Moving expense	168.13 ✓
Office supplies	25.20 ✓
Office supplies	230.00 ✓
Educational materials	8.40 ✓
Educational materials	55.50 ✓
Educational materials	127.35 ✓
Educational materials	5.50 ✓
Educational materials	30.80 ✓
Furnace repair	9.50 ✓
Educational materials	9.02 ✓
Educational materials	10.25 ✓
Educational materials	8.49 ✓
Air Travel	261.80 ✓
Educational supplies	38.60 ✓
Educational supplies	11.00 ✓

APPROVED

Charles P. O'Neil
 BOARD MEMBER

BOARD MEMBER

Sidles	Educational equipment	1059.00 ✓
Sidles	Educational equipment	47.85 ✓
Sidles	Educational supplies	23.40 ✓
Sidles	Transportation expense	194.78 ✓
Sidles	Educational equipment	205.30 ✓
V.W. Smith Oils	Educational supplies	158.25 ✓
Soil Test Inc.	Educational equipment	37.26 ✓
South Western	Educational material	3.16 ✓
O.W. Sparland	Admin. expense	52.00 ✓
Speedy-Way Disposal	Maintenance expense	134.50 ✓
Steck-Vaughn Co.	Educational material	4.97 ✓
Timely Products Co.	Library materials	12.78 ✓
Triplet Electrical	Maintenance supplies	7.00 ✓
University of Northern Iowa	Educational material	47.00 ✓
Wards Natural Science Est. Inc.	Educational equipment	117.15 ✓
Wards Natural Science	Educational materials	227.72 ✓
Wards Natural Science	Educational equipment	80.07 ✓
Waters Welding	Maintenance expense	10.00 ✓
Wickes Lumber	Maintenance expense	9.70 ✓
Wickes Co.	Maintenance expense	4.54 ✓
Wickes Lumber Building Supply	Maintenance expense	89.50 ✓
John Wiley & Sons	Educational materials	64.56 ✓
John Wiley & Sons	Educational materials	8.96 ✓
H. W. Wilson	Library books	16.50 ✓
Younkers	Educational equipment	47.95 ✓
Zep Mfg.	Maintenance	292.35 ✓



Total

\$ 39,690.10

DES MOINES COMPREHENSIVE VOCATIONAL FACILITY

A-1 Rubbish Service Co.	\$ 47.50 ✓
Air Products & Chemicals Inc.	119.50 ✓
Air Products & Chemicals Inc.	16.65 ✓
Air Products & Chemicals Inc.	32.00 ✓
Air Products & Chemicals Inc.	994.18 ✓
Air Products & Chemicals Inc.	120.60 ✓
A.D. Beers Co.	285.00 ✓
A.D. Beers Co.	62.35 ✓
A.D. Beers Co.	95.00 ✓
Butler Paper Co.	105.76 ✓
Conditioned Air Corp.	12.00 ✓
Carr Glass & Paint Co.	97.98 ✓
Des Moines Clean Towel Serv.	237.92 ✓
Des Moines Ind. Towel & Univorm Serv.	275.60 ✓
Des Moines Water Works	49.28 ✓
A.B. Dick	2.00 ✓
A.B. Dick	38.10 ✓
Hobart Sales & Service Agency	5.00 ✓
Hockenbergs Fixture & Supply	84.71 ✓
IBM	765.00 ✓
IBM	2250.00 ✓
IBM	365.00 ✓
IBM	28.03 ✓
Iowa Audio Visual	45.60 ✓
Iowa Audio Visual	295.00 ✓
Iowa Industrial Products Inc.	79.16 ✓
Iowa Industrial Products, Inc.	101.40 ✓
Iowa Industrial Products Inc.	112.62 ✓
Iowa Power & Light Co.	952.73 ✓
Koch Brothers	25.00 ✓
Gregg Division, McGraw-Hill	38.34 ✓
McGraw-Hill Book Co.	580.56 ✓
McGraw-Hill Book Co.	66.54 ✓
McGraw-Hill Book Co.	48.50 ✓
McGraw-Hill Book Co.	22.92 ✓
McGraw-Hill Book Co.	71.28 ✓
McGraw-Hill Book Co.	62.20 ✓
Office Supplies & Equipment Co.	22.40 ✓
Puckett Elec. Tools, Inc.	15.40 ✓
R & R Welding Supply Co.	28.08 ✓
R & R Welding Supply Co.	36.75 ✓
Remington Rand Office Machines	1175.00 ✓
Ribbon & Carbon Supply Co.	228.65 ✓
Ribbon & Carbon Supply Co.	25.50 ✓
Scolastic Book Services	2.40 ✓
South-Western Publishing Co.	511.28 ✓
Steel Warehousing, Inc.	170.81 ✓
University Appliance Service Center	4.80 ✓
J. C. White Concrete Co.	19.80 ✓

Total \$ 10,831.88

APPROVED
<i>D. A. [Signature]</i>
BOARD MEMBER
BOARD MEMBER

DES MOINES AREA COMMUNITY COLLEGE

COMPARATIVE VALUATIONS
FOR
MERGED AREA XI

<u>COUNTY</u>	<u>1966</u>	<u>1967</u>	<u>1968</u>
Boone	59,337,508.00	60,557,493.00	69,440,289.00
Guthrie	37,954,394.00	38,985,431.00	38,840,165.00
Dallas	64,932,129.00	66,475,482.00	72,130,674.00
Jasper	74,669,304.00	77,265,270.00	78,376,340.00
Marion	49,999,470.00	50,482,251.00	58,079,330.00
Story	96,937,303.00	99,728,155.00	104,199,139.00
Warren	47,638,743.00	49,353,687.00	53,124,701.00
Polk	494,252,901.00	511,442,380.00	521,593,842.00
Madison	29,474,158.00	29,860,988.00	35,055,677.00
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	955,195,910.00	984,151,137.00	1,030,840,157.00

FINANCIAL REPORT

	1	2	3	4
1	<u>CONSTRUCTION FUND 3-6-00316-0</u>		PHASE 1-B :	
2				
3	Amount Transf. from Schoolhouse Fund			\$ 15,000.00
4				
5	<u>DISBURSEMENTS:</u>			
6	Emery Prall 2/6/69		800.18	
7	Emery Prall 3/4/69		5,774.86	
8	Blank Checks		5.55	
9	TOTAL DISBURSEMENTS			<u>6,580.59</u>
10	BANK BALANCE March 4, 1969			\$ <u>8,419.41</u>
11				
12				
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15				
16	<u>CONSTRUCTION FUND 3-6-00305-0</u>		PHASE 1-A:	
17				
18	Amount transf from Schoolhouse Fund			115,000.00
19				
20	<u>DISBURSEMENTS:</u>			
21	Blank Checks		5.54	
22	Veenstra & Kimm 3/4/69		13,781.73	
23	Emery-Prall 3/4/69		78,389.88	
24	TOTAL DISBURSEMENTS			<u>92,177.15</u>
25	BANK BALANCE March 5, 1969			\$ <u>22,822.85</u>
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FINANCIAL REPORT

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1	GENERAL FUND:			
2	Bank Balance Feb 1, 1969			\$ 87,940.78
3				
4	Receipts:			
5	Tuition		\$ 26,123.07	
6	Fees		3,577.80	
7	Other		95.13	
8	Transfers		9,576.37	
9	Interest on Certificates of Deposit		1,875.00	
10	State Compt. for GED Testing		1,570.00	
11	Vocational Reimbursement		291,620.00	
12	General State Aid		142,952.13	
13	Adult Basic		14,000.00	
14	TOTAL RECEIPTS			494,266.12
15	Disbursements -			
16	Reconciled Bank Balance 2-28-69			\$ 242,874.42
17	Certificates of Deposit (Ia-DM Natl Bank)			250,000.00
18	Total General Fund			<u>\$492,874.42</u>
19				
20				
21	SCHOOLHOUSE FUND:			
22	Bank Balance Feb 1, 1969			\$ 33,912.80
23				
24	Receipts:			
25	Interest on Certificates of Deposits		3,125.00	
26	Taxes		2,455.20	
27	TOTAL RECEIPTS			5,580.20
28	Disbursements -			
29	Reconciled Bank Balance 2-28-69			\$ 36,536.45
30				
31	Certificates of Deposits:			
32	Ankeny State Bank		\$ 350,000.00	
33	Iowa-DM National Bank		50,000.00	
34	Total C.D.'s			400,000.00
35	Total Schoolhouse Fund			<u>\$ 436,536.45</u>
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PROPOSED STUDENT CHARGES

to be effective Fall Quarter, 1969

Tuition - Vocational-Technical programs - \$60.00 per quarter

General Education full-time - \$124.00 per quarter

General Education part-time - \$ 12.00 per qtr.-hr. of credit

Deposit required upon acceptance for admission - \$25.00

Of this deposit, \$15.00 will be credited toward first quarter tuition.

\$10.00 is a non-refundable admission fee.

(\$5.00 for students in Key Punch Operation.)

Activity Fee - \$3.00 per quarter

Graduation Fee (final quarter only) - \$7.50

Student Supply Fees, per quarter

Agri-Business Operations	\$17.00	Industrial Electronics	\$15.00
Auto Mechanics	17.00	Industrial Marketing	15.00
Auto Parts Specialist	15.00	Industrial Safety Spec.	15.00
Bookkeeping & Accounting	15.00	Job Shop Machinist	20.00
Building Trades	20.00	Key Punch Operation	24.00
Child Care	15.00	Mechanical Technology	17.00
Clerical	15.00	Medical Assistant	17.00
Conditioned Air	20.00	Medical Laboratory Ass't.	20.00
Data Processing	17.00	Nursing Unit Manage. Ass't.	15.00
Dental Assistant	17.00	Operating Room Technician	20.00
Diesel Mechanics	17.00	Practical Nursing (Ames)	17.00
Department Store Marketing	17.00	Printing	20.00
Drafting, Architectural	17.00	Secretarial	17.00
Drafting, Electrical	17.00	Tool & Die Making	20.00
Drafting, Mechanical	17.00	Welding	22.00
Educational Aide	15.00	Fire & Safety Science	15.00
Electronic Maintenance	15.00		

PRESENT STUDENT CHARGES

Tuition - Vocational Technical Programs - \$50 Per Quarter

Deposit required upon acceptance for admission - \$10

This deposit is non-refundable and is credited toward first quarter tuition.

Activity Fee - None

Graduation Fee (final quarter only) - \$6

Student Supply Fees, per quarter

Agri-Business Operations	\$ 8.00	Industrial Electronics	\$ 5.00
Auto Mechanics	5.00	Industrial Marketing	5.00
Auto Parts Specialist - New Program		Industrial Safety Specialist - New Prgm	
Bookkeeping and Accounting	5.00	Job Shop Machinist	15.00
Building Trades- New Program		Key Punch Operation	16.00
Child Care - New Program		Mechanical Technology	15.00
Clerical	5.00	Medical Assistant	7.50
Conditioned Air - New Program		Medical Lab Assistant	12.00
Data Processing	9.00	Nursing Unit Mngmt. Asst. - New Prgm	
Dental Assistant	10.00	Operating Room Technician	15.00
Diesel Mechanics	5.00	Practical Nursing (Ames)	None
Department Store Marketing - New Program		Printing	15.00
Drafting, Architectural	5.00	Secretarial	5.00
Drafting, Electrical - New Program		Tool and Die Making	15.00
Drafting, Mechanical	5.00	Welding	22.00
Educational Aide - New Program		Fire and Safety Science - New Program	
Electronic Maintenance	5.00		

DES MOINES AREA COMMUNITY COLLEGE

AGENDA

Thursday, March 13, 1969 - 2 P.M.

Campus Library
2006 Ankeny Blvd.
Ankeny, Iowa

1. CALL TO ORDER - 2:00 P.M. - PUBLIC HEARING
- 2:30 P.M. - OPENING OF BIDS

Regular Meeting Following Opening of Bids

2. APPROVAL OF MINUTES - February 10 and 28, 1969 *Cramlet, 2d Kraeger*

3. PERSONNEL:

- A. Employment of E. H. Gunton as Industrial Marketing Instructor *full time employ.*
- B. Superintendent's Contract *on salary to be negotiated not to exceed \$12M*
Cramlet, 2d Welin

4. ADMINISTRATIVE REPORTS:

- A. Status of Project B
- B. Report on trip to convention of American Association of Junior Colleges
- C. Legislation report
- D. Office education leadership conference, student activities, etc. *Our students*

5. CORRESPONDENCE:

- A. Letter from Lloyd Godfrey, Dallas County Supt., regarding ACCESS
- B. Letter regarding institute for area school administrators and board members *need for top honors with Fort Dodge*

6. REPORTS OF SPECIAL COMMITTEES:

- A. Report of Mr. Kraeger on Iowa Council of Area School Boards

7. CLAIMS AND ACCOUNTS:

- A. Monthly Financial Report *Welin - Mater*

8. UNFINISHED BUSINESS:

- A. Boone Contract
- B. NIER Loan Agreement \Rightarrow

Transfer of ownership of Eg. from DM Ind. Sch. Dist to Area XI legal, (located at Bell Ave)

9. NEW BUSINESS:

- A. Budget
- B. Revised tuition and fees
- C. Student Senate Constitution

NAMEREPRESENTING

E. D. SWANSON VEENSTRA & KIMM ENG. CO.

R. F. Erickson Veenstra & Kimm

Gary Nicholls Waldinger Corporation

LYNN KELLEY STROH CORP.

KENT L. MOSHER STROH CORP.

Charles Brown BROWN BROS. Elec. & Const.

D. J. Lee BROWN " " " "

D. D. GILBERTSON IOWA ROAD BUILDERS Co.

JOHN JOHNSON IOWA ROAD BUILDERS Co.

Everett Oatts C. P. Rohde, Inc.

C. P. Rohde C. P. ROHDE, INC.

STEVE BOGGS KEATING CO.

Jerry Warner A. J. Allen Co.

Frank Hughes Proctor P & H

Robert Court Wertz -

Carl O. Bell Wertz -

Robert Thibault Rozendaal

Nancy Diller Rozendaal

Ivan Maasdam Rozendaal Const.

William J. Rozendaal Rozendaal Const.

Bob Hansen Gjellefeld Constructors Inc.

Chet Braastad Iowa Clay Pipe Co.

John W. Hare Allied Const. Serv. Inc.

Ray Guibler Korshoj Const. Co.

Gene Cameron Korshoj Const. Co.

George Piro Lambert Const. Co.

DICK BOTTORFF LUEDER CONSTRUCTION

NAMEREPRESENTING

(Mrs.)

Mary E. Wood

J. W. Dodge Company

A. J. Borchers

G. E. Scully Co.

LES FOOTE

JOHNSON ELECT CO.

Ed Kennedy

Baker Elec. Inc.

George H. Bartlett

Johnson Service Co.

Mabel Larson

Trone Co.

Coak Peterson

Peterson Contracting, Inc.

Robins H. Jackson

JACKSON CONST. CO., INC.

Russey H. Lusk

Ankeny Ready-mix.

H. M. Melton

Marquette Cement

Jerry Hart

Griffin Pipe Prod.

Tom Chapman

Dr. S. L. Hickey, D.D.S.

J. D. GRAFF

... INC.

Dick Leonard

Chrysler Aircraft

Richard H. Shoeny

Leith Merrill Agency, Inc.

Don Koch

Kenneth S. ...

Dwain P. Young

Paul Young Const. Co.

James B. Emery

Emery Pratt & Co.

Jerry A. Shuck

TERRY A. SHUCK - SEWER ENGR.

EDWIN B. CARPENTER
RETIRED

PAUL F. AHLERS
JAMES EVANS COONEY
PHILIP J. DORWEILER
ROBERT G. ALLBEE
KENNETH H. HAYNIE
H. RICHARD SMITH
JAMES L. KRAMBECK

AHLERS, COONEY, DORWEILER, ALLBEE & HAYNIE
LAWYERS
920 LIBERTY BUILDING
SIXTH AND GRAND
DES MOINES, IOWA 50309

March 10, 1969

Mr. Rolland E. Grefe
Attorney at Law
610 Hubbell Building
Des Moines, Iowa

Re: Meeting Procedures

Dear Rollie:

In accordance with your telephone request of a few days ago, I will set out the basic procedures that should be followed at your meeting on Thursday afternoon.

1. There should first be set out in your minutes a statement that the meeting is being held pursuant to law and the rules of the Board and there should follow a form of the notice given the members of the Board of the meeting. The members of the Board should then all sign an acknowledgement that they received notice of the meeting.
2. There should then be a roll call taken to determine what members are present and which ones are absent.
3. The President would then state that it was the time and place fixed for a public hearing on the matter of the adoption of plans, specifications and form of contract for Phase I, Part A, Area XI Community College. The President would then call for any oral objections and state whether or not there were any written objections on file. If there are any written or oral objections they should be disposed of before the Board proceeds further.
4. It should then be moved and seconded that the Board adopt a resolution approving the plans, specifications and form

March 10, 1969

of contract. A roll call vote should be taken on this resolution.

5. The President would then announce that it was the time for receiving, opening, considering and tabulating the bids for the construction of Phase I, Part A, Area XI Community College in accordance with the notice previously given. He should then call upon the Secretary to open each of the bids and state publicly what the bid is. The Secretary should also announce the amount of the bid check that is included in with the bid.

6. The Board may then act by resolution upon the bids received or it may adjourn the meeting to a later date to give further consideration to the bids. If the Board acts on the bids then it should be moved and seconded that they adopt a resolution accepting one of the bids and stating what, if any, alternates are included. If they decide to adjourn the meeting to a later date there should be a motion to the effect that the hearing on the receiving of bids for the construction of Phase I, Part A, Area XI Community College being held pursuant to notice previously published be adjourned to a time and place certain at which time the hearing would continue. It must be announced to those present when the meeting has been adjourned to.

I have talked with Irv Steinberg and I believe he has all of these proceedings prepared and if not, he will be in contact with me. I am sending him a copy of this letter so that he can use it as a guide in reviewing his proceedings.

If there are further questions, please let me know.

Very truly yours,

AHLERS, COONEY, DORWEILER, ALLBEE & HAYNIE

By 

HRS:sw

cc: Irv Steinberg
Area XI Community College
2006 Ankeny Boulevard
Ankeny, Iowa

BID TABULATION

ARCHITECT

EMERY-PRALL AND ASSOCIATES
200 Davidson Building
8th & Walnut Sts.,
Des Moines, Iowa

OWNER

AREA XI COMMUNITY COLLEGE
2006 Ankeny Blvd.,
Ankeny, Iowa

BID DATE: March 13, 1969
2:00 o'clock P.M. CST

Project #3-6-00305-0
Phase 1, Part A
Buildings 6, 7, 8, 9, 10

*with drawings
revised
changes*

GENERAL CONSTRUCTION - Contract No. 1

CONTRACTOR	BASE BID	Alternate #1 Conc. Finish	Alternate #2 Terrazzo	Bid Security
1. Garmer Const. Co.	1,222,331.00	6,500	15,650	62,500
2. Henkel Const. Co.	1,362,767 -	7000	17,800	80,000
3. Korshoj Const. Co.	1,229,425 -	7500	16,000	65,000
4. Leuder Const. Co.	1,269,950 -	6900	21,706	60,000 10,000
5. <u>Fane Vawter</u>	1,189,866	7050	17,650	60,000
6. Weitz Co. Inc.	1,224,800	9,500	16,200	58,000 2,000 2,000

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MECHANICAL CONSTRUCTION - Contract #2

CONTRACTOR	BASE BID	Alternate #1 Master Control	Bid Security
1. A.J. Allen Co.	684,720	127,000	45,000
2. Central P & H Co.	694,400	132,000	42,000
3. Keating Company	720,792 -	138,685	36,439
4. Proctor P & H Co.	698,733 -	132,990	35,600
5. C.P. Rohde, Inc.	754,000 -	133,000	50,000
6. <u>Stroh Corpn.</u>	656,300	129,600	40,000
7. Waldinger Corpn.	725,250 -	125,000	45,000

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ELECTRICAL CONSTRUCTION - Contract No. 3

CONTRACTOR	BASE BID	Bid Security
LOW → 1. Baker Electric Co.	249,081	12,500
2. Bel Electric Co.		
3. Brown Bros. Inc.	264,327	✓ 13,750
4. Capital City Electric		
5. Des Moines Lighting Co.		
Low ✓ 6. Johnson Electric Co.	256,800	15,000
Low ✓ 7. Keating Co.	254,364	12,720
8. Stroh Corpn.		

SITE DEVELOPMENT - Contract No. 4

CONTRACTOR	BASE BID	Bid Security
1. Crees Enterprises		
Low ✓ 2. Hallett Construction Co.	259,436.00	13,000
Low → 3. Iowa Road Builders Co.	248,542.30	15,000
Low ✓ 4. Jackson Construction Co.	252,932.45	13,000
5. Polk Construction Co.		
6. Rozendaal Construction Co.		

SITE UTILITIES - Contract No. 5

CONTRACTOR	BASE BID	Bid Security
1. Gjellafald Construction Co.	62,784.50 -	✓ 3,500.00
2. Hoak Construction Co.	96,791.00 -	✓ 5,000.00
3. Jackson Construction Co.		
LOW → 4. Leon C. Pierce	49,337.23	2,466.86
5. Proctor Plg. and Htg. Co.		
6. Pyland Construction Co.		
7. Stroh Corporation		
8. Paul Lorenz	68,834.40 -	✓ 4,000
LOW ✓ 9. KORSHOJ CONST. Co.	61,358.85	3,500

10. WALDINGER CORP. EMERY-PRALL AND ASSOCIATES
 200 Davidson Building
 87,444.00 4th & Walnut
 Des Moines Iowa 3500 -
 11. GEO HAZGART → 59,609.50