

Des Moines Area Community College

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Board of Directors Meeting Minutes

6-14-1976

Board of Directors Meeting Minutes (June 14, 1976)

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

REGULAR MEETING

JUNE 14, 1976

The regular monthly meeting of the Des Moines Community College Board of Directors was held on June 14, 1976 at St. Anthony Hospital, Carroll, Iowa. The meeting was called to order at 8:15 p.m., by the Board President, Max Kreager.

ROLL CALL

Members present: Max Kreager
Maurice Campbell
Donald Rowen
Eldon Leonard
Cecil Galvin
Walter Hetzel
Harold Welin
Murray Goodman

Members absent: Harry Bloomquist

Others present: Jack Asby, Vice President, Business Management
Irv Steinberg, Controller/Board Secretary
Jordan Ball, Administrative Assistant
Leonard Bengtson, Vice President, Student Life
Joe Borgen, Vice President, Instruction
Rus Slicker, Vice President, Management & Planning

APPROVAL OF MINUTES

It was moved by M. Campbell, seconded by H. Welin, that the minutes of the board meetings held May 10, May 14, May 27, and June 1, 1976 be approved as presented. Motion passed.

ADDITIONAL PERSONNEL

It was moved by D. Rowen, seconded by M. Goodman, that employment be offered to the following personnel as indicated:

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Eff. Date</u>
William Irwin	Auto Mech. Ankeny	\$13,594	July 1, 1976
Venita Wells	Medical Secy. Instr.	15,971	July 1, 1976
Gwen Koropatrck	Med. Lab, Instructor	13,594	July 1, 1976
Darlene Falck	Coordinator, Office Occ.	1,151.26 (1 Mo.)	June 1, 1976

Motion passed.

CONTRACT CHANGE

It was moved by D. Rowen, seconded by W. Hetzel, that the contract with Mary Brucker, WIN Clerical Instructor, East Branch Office, be changed from three-fourths time at an annual salary of \$8,603 to full time at an annual salary of \$14,782, effective July 1, 1976. Motion passed.

LEAVE OF ABSENCE WITHOUT PAY

It was moved by W. Hetzel, seconded by C. Galvin, that approval be given to a leave of absence without pay for the following personnel:

Mary Jo Mlcoch, Secretarial/Clerical Instructor, Ankeny,
July 19 through September 3, 1976
Dolores Fortner, Office Occupations Instructor, Ankeny,
August 2 through August 13, 1976
Teresa Friederich, Nursing Instructor, Ankeny, June 22
through July 9, 1976

Keith Stephens, Plant Maintenance Specialist, Ankeny, for medical reasons, commencing April 7, 1976 not to exceed one year

Motion passed.

RESIGNATIONS

It was moved by E. Leonard, seconded by W. Hetzel, that the following resignations be accepted:

Marilyn Hutton, Nursing, Boone, effective June 30, 1976
Theresa Neofotist, Program Chairperson, ADN, Ankeny, effective June 30, 1976
Cheryl Goodrich, Data Processing, Ankeny, effective May 28, 1976
Roy Berger, Architectural Drafting, Ankeny, effective June 30, 1976
Richard Cooper, Auto Parts Specialist, Ankeny, effective June 30, 1976

Motion passed.

EXECUTIVE SESSION

It was moved by D. Rowen, seconded by E. Leonard, that the Board go into executive session to discuss personnel matters. Motion passed and all visitors were excused from the meeting at 8:30 p.m.

RECONVENE OF MEETING

The regular board meeting reconvened at 10:30 p.m. All persons present prior to the executive session were again present.

APPOINTMENT OF ACCT DELEGATES

It was moved by W. Hetzel, seconded by E. Leonard, that M. Campbell be appointed as delegate to the Association of Community College Trustees 7th annual convention to be held in St. Louis, Missouri, September 29 - October 2, 1976, and that M. Kreager be appointed as alternate. Motion passed.

APPOINTMENT OF DMACC FOUNDATION BOARD MEMBER

It was moved by E. Leonard, seconded by M. Goodman, that George Wilson, Jr., Attorney, Des Moines, be appointed to serve on the Des Moines Area Community College Foundation Board of Directors for a three year term, commencing October 1976. Motion passed.

APPROVAL OF ACCT MEMBERSHIP FEE

It was moved by C. Galvin, seconded by W. Hetzel, that approval be given to payment of the FY77 institutional membership fee of \$425 to the Association of Community College Trustees. Motion passed.

APPROVAL OF AGREEMENT FOR VOCATIONAL REHABILITATION SERVICES

It was moved by D. Rowen, seconded by M. Goodman, that approval be given to an agreement with the State Department of Public Instruction whereby the sum of \$6,000 will be paid in full by April 1, 1977 for one full time vocational rehabilitation counselor and secretary, employed by the Department of Public Instruction and assigned to the Des Moines Area Community College Ankeny campus, for the fiscal year July 1, 1976 through June 30, 1977, and that the Board President and Secretary be authorized to sign said agreement in the form of a "Statement of Understanding". Motion passed.

RENEWAL OF LEASES

It was moved by W. Hetzel, seconded by M. Campbell, that the following leases be renewed as indicated:

1. Classroom space in First State Bank Building, Stuart, Iowa, for the period May 1, 1976 through April 30, 1977, at an annual rental of \$400, to be used to house veterans ag class.
2. Classroom space in City Hall, Guthrie Center, Iowa, for the period July 1, 1976 through April 30, 1977, at an annual rental of \$250, to be used to house veterans ag class.
3. Classroom space in Memorial Building, Pleasantville, Iowa, for period May 1, 1976 through April 30, 1977, at an annual rental of \$600, to be used to house veterans ag class.
4. Classroom space in Knoxville, Iowa, for the period June 1, 1976 through May 31, 1977, at an annual rental of \$510, to be used to house automotive class.

Motion passed.

CONTRACT
WITH ESB, INC.

It was moved by D. Rowen, seconded by M. Campbell, that the Board President and Superintendent be authorized to negotiate with Educational Service Bureau, Inc., for services for FY77 at a cost not to exceed \$600, or to discuss provision of these services from the Iowa Council of School Boards, if an adequate agreement cannot be reached. Motion passed.

APPROVAL FOR
PAVING
PROJECT

It was moved by D. Rowen, seconded by W. Hetzel, that approval be given to expansion of parking lot "J", Ankeny campus, to include an additional 100 parking spaces and for paving of this entire lot, in addition to widening the two lanes of paving from the point where the four lane presently ends to the entrance to parking lot "J", subject to determining that no legalities are violated by a temporary transfer of monies from the general fund to the plant fund, which was reported necessary in order to finance this project during FY77. Motion passed.

PROCEDURE FOR
SALE OF
STUDENT BUILT
HOUSES

It was moved by E. Leonard, seconded by C. Galvin, that approval be given to the proposed procedure for selling student built houses, as amended, a copy of which is attached hereto and made a part of these minutes.

SALE OF
CARROLL STUDENT
BUILT HOUSE

It was moved by D. Rowen, seconded by C. Galvin, that the prior approved procedure for selling student built houses be followed for the sale of the student built house located at 221 Kevin Street, Carroll, Iowa, with an acceptable selling price equal to the exact cost to Des Moines Area Community College plus a realtor's commission up to six percent. Motion passed.

BIKE PATH
EASEMENT

It was moved by E. Leonard, seconded by C. Galvin, that approval be given to publishing a legal "Notice to Bidders" for a permanent easement to the Des Moines Area Community College campus for the purpose of constructing a bike path, copy of said notice is attached hereto and made a part of these minutes. Motion passed.

RESIGNATION OF
JACK ASBY

It was moved by M. Campbell, seconded by C. Galvin, that the resignation of Jack Asby be accepted and that the conditions of said resignation be as follows:

1. The resignation shall be effective November 30, 1976, or sooner, if other full time employment is found.
2. Mr. Asby shall receive a salary of \$2,060.83 for each month worked through November 30, 1976, or until such time as the resignation becomes effective.
3. Mr. Asby shall participate in all college provided fringe benefits until such time as resignation is effective.
4. Both parties shall comply with the existing contractual terms until the resignation becomes effective.

Motion passed.

CLAIMS &
ACCOUNTS

It was moved by E. Leonard, seconded by D. Rowen, that the claims and accounts, as presented, be approved for payment. Motion passed.

ADJOURNMENT

It was moved by C. Galvin, seconded by M. Campbell, that the meeting be adjourned. Motion passed and the meeting was adjourned at 11:30 p.m. The next regular meeting was set for July 12, 1976, 5:30 p.m., Ankeny campus, Building #31.

Irvin Steinberg

 IRV STEINBERG, Secretary

Walter L. Kregel Vice Pres

 MAX W. KREAGER, President

JW

Publsh DM Register
on April 29
& May 6, 1977

NOTICE TO BIDDERS

Pursuant to the authority vested in the Board of Directors of the Des Moines Area Community College (Area XI) in the Counties of Audubon, Boone, Carroll, Dallas, Guthrie, Jasper, Madison, Marion, Polk, Story, and Warren, all in the State of Iowa and in accord with the provisions of Chapter 167 of House File 66 of the Acts of the 64th General Assembly, 1st Session and Section 297.23 and Section 297.24 I.C.A. notice is given that a permanent easement will be granted upon the real property herinafter described to the highest and best bidder at the College at 2006 S. Ankeny Blvd., Bldg. 4, Ankeny, Iowa on the ~~21st day of July, 1976.~~ The bids for said easement shall be submitted in the form of an Offer to Buy and will be opened at 2:30 p.m. on said date and no bids shall be received thereafter.

copy
10/8/1977

The property upon which the permanent easement shall be imposed is described as follows:

West 25' of the East 45' of Lot 1; and West 25' of the East 45' of the North 130' of Lot 2; and West 80' of the East 100' of South 35' of Lot 2; and West 80' of the East 100' of the North 15' of Lot 3, North Hope, and Official Plat, now included in and forming a part of the City of Ankeny, Polk County, Iowa.

Notice is hereby given that use of such property will be available to the easement purchaser when the purchase price and incidental payments for such use have been paid in full.

Notice is further given that no bid will be accepted except from bidders who will agree to use said land in connection with a bike path as part of the right of way of Primary Road No. U.S. 69.

All unaccepted bids will be promptly returned to the unsuccessful bidders.

Dated this ²⁵ ~~14~~th day of ^{April} ~~June~~, 197⁷.

DES MOINES AREA COMMUNITY COLLEGE
WALTER Hetzel
By: Max-W. Kreager, President

ATTEST:

Irv Steinberg, Secretary

SALE OF STUDENT BUILT HOUSES

PROCEDURE

1. The administration shall make an investigation of local real estate brokers to determine which broker would charge the lowest commission for the greatest amount of service under the proposed open commission plan.
2. When the house is nearing completion, the business office will have two appraisals made.
3. The board will then be made aware of estimated construction costs and appraisals, and will establish an acceptable selling price.
4. The local firm willing to sell for the most advantageous percentage commission will then be contacted to list the house and promote the sale.
5. The house shall be listed at the acceptable selling price plus not less than six (6) percent.
6. The commission paid will be open commission. The listing real estate broker shall keep that part of the purchase price over the stated acceptable selling price up to six (6) percent, or a lower percentage figure if such is agreed upon.
7. All legal publications will be printed as required by law.
8. Persons wishing to purchase shall make a sealed bid at a specific date set by the board. The highest and best bid will be selected.
9. The real estate broker will handle the house closing details.

June 8, 1976

New Procedure for Sale of
Student Built House

Discussion

Section 297.22, power to sell or lease, gives the Board of Directors of any school corporation the right to sell student built houses, subject to sections 297.23 and 297.24 on bidding.

Section 297.23 provides that before selling, the Board must advertise for bids for two consecutive weeks, one insertion each week in a newspaper of general circulation in the district.

Section 297.33 states that between two weeks and six months after the advertisement, the Board may accept a bid, but it can accept only the best bid and may decline to sell if all bids are deemed inadequate.

The above stated provisions require a sale by bid, but do not make dealing through real estate multiple listings unlawful. For this reason the Sheldon plan is within the bounds of the provision. At Sheldon, the Board asks local realtor firms to submit appraisals to the college by a specified date. The house is put in the multiple listing. The Board gives the administration basic guidelines on a minimal acceptable bid. The house is then sold by sealed bids at a specific date and time. The realtor whose client is high bidder is awarded a 2% finders fee. This fee is paid by the college, but is taken into consideration in setting the minimal acceptable bid. The realtor then handles most of the house closing details.

Waterloo uses much the same procedure, but they also accept oral bids at the meeting at which bids will be considered. Attorney Dick Smith indicated that while receiving oral bids at the hearing held pursuant to the notice is not, per se, illegal, it would not be proper to permit this to result in an auction at such hearing. The better procedure would be to require anyone appearing at the hearing to submit a written proposal before any of the bids are opened.

At Waterloo, if the highest bid is still inadequate the Board, through the administration, negotiates with the highest bidder for a settlement satisfactory with the Board. Section 297 gives the Board the right to "decline to sell if the bids received are deemed inadequate". Section 297 does not authorize a sale by negotiations after a sale by bid has proved fruitless, but Dick Smith indicated that negotiation for a higher selling price with the high bidder does not violate the law.

The situation in the Des Moines-Ankeny area is really not comparable to that in Sheldon which is a smaller community with a relatively small number of realtors. By common consent these firms as a public service assist the school in the sale of homes for a very minimal 2% commission. In the Des Moines-Ankeny area we are dealing with a large diversified, much less cohesive group of realtors most of whom do not feel the same allegiance to our institution as the Sheldon realtors as a whole feel toward their College. This makes concerted publicly spirited action much more difficult. Although the Carroll, Boone, and other community realtors may work on this basis we must have one policy under which we operate or we open ourselves to a charge of favoritism. Each realtor handles the new homes of builders on a 6 or 7% commission. Realtors are leary of handling our sales on less than this amount as they feel it is difficult to defend to other builders.

(Over)

We were informed that the house could be listed in the multiple listing without going through a realtor. But in that situation there is no real estate representative to "push" the property by advertising, being readily available to answer questions, etc. The Des Moines Independent School System attempted to sell their last home at 6% commission in this manner and such attempt failed miserably. They eventually sold by listing in the multiple through a local realtor at 7%.

In our discussions with Gene Leedum of Lundstrom Realty it was suggested that they might be interested in handling our houses on an open commission basis. We would set an acceptable price. They would list it in the multiple and promote the sale for an amount above our stated price. They would take as a commission that amount which could be realized over and above our stated price up to 6%. They would not receive any monies in excess of 6% of the sale price.

Recommended procedure:

1. Make an investigation of local Realtors to determine which realtor would charge the lowest commission for the greatest amount of service under the proposed open commission plan.
2. When the house is nearing completion, the business office will have two appraisals made.
3. The board will then be made aware of estimated construction costs and appraisals, and will establish an acceptable selling price.
4. All legal publications will be printed as required by law.
5. The local firm willing to sell for the most advantageous percentage commission is contacted to list the house and promote the sale.
6. Those wishing to purchase shall make a sealed bid at a specific date set by the board. The highest and best bid will be selected.
7. The realtor will handle the house closing details.
8. The commission paid will be an open commission. The listing realtor shall keep that part of the purchase price over the stated acceptable selling price up to 6%, or a lower percentage figure if such is agreed upon.

DES MOINES AREA COMMUNITY COLLEGE

Agenda - Regular Meeting

Monday, June 14, 1976

Carroll, Iowa

- 4:00 P.M. Leave Ankeny campus
- 6:00 P.M. Assemble in parking lot on north side of St. Anthony Hospital, Carroll, Iowa
- 6:00 - 6:20 P.M. Tour automotive facility
- 6:20 - 6:45 P.M. Tour lots
- 6:45 - 7:10 P.M. Tour student built house
- 7:30 - 8:15 P.M. Dinner - St. Anthony Hospital cafeteria
- 8:15 P.M. Call to Order - Regular Meeting

M. Campbell
2d H. Welin

1. APPROVAL OF MINUTES - May 10 regular meeting and public hearing on budget amendment; May 14 special meeting; May 27 special meeting; June 1 special meeting.

2. REPORTS

- (a) ICASB - Kreager
- (b) Mid-Iowa Computer Center - Hetzel
- (c) Legislation
- (d) Financial

3. COMMUNICATIONS

4. UNFINISHED BUSINESS

5. NEW BUSINESS

D. Rowen
2d M. Goodman

- (a) Additional Personnel
- (1) William Irwin, Auto Mechanics, Ankeny.
- (2) Venita Wells, Medical Secretary Instructor, Ankeny.
- (3) Medical Lab Assistant Instructor, Ankeny.
- (4) Darlene Falck, Coordinator, Office Occupations, Ankeny.

(b) Change in Contract

- (1) Mary Brucker, WIN Clerical Instructor, East Branch Office, from three-fourths time at annual salary of \$8,603 to full time at annual salary of \$14,782.

(c) Leave of Absence Without Pay

- (1) Mary Jo Mlcoch, Secretarial/Clerical Instructor, Ankeny, July 19 through September 3, 1976.
- (2) Dolores Fortner, Office Occupations Instructor, Ankeny, August 2 through August 13, 1976.
- (3) Teresa Friederich, Nursing Instructor, Ankeny, June 22, through July 9, 1976.
- (4) Keith Stephens, Plant Maintenance Specialist, Ankeny, for medical reasons, commencing April 7, 1976.

(d) Resignations

- (1) Marilyn Hutton, Nursing, Boone, June 30, 1976.
- (2) Theresa Neofotist, Program Chairperson, ADN, Ankeny, June 30, 1976.

D. Rowen
2d w. Hetzel

w. Hetzel
2d C. Galvin

E. Leonard
2d w. Hetzel

5. NEW BUSINESS (continued)

(d) Resignations (continued)

- (3) Cheryl Goodrich, Data Processing, Ankeny, May 28, 1976.
 (4) Roy Berger, Architectural Drafting, Ankeny, June 30, 1976.
 (5) Richard Cooper, Auto Parts Specialist, Ankeny, June 30, 1976.

(e) Appointment of one voting delegate and one alternate for the ACCT 7th annual convention held in St. Louis on September 29 - October 2, 1976. *M. Campbell* *M. Keagen*
Moved by W. Hetzel, 2d by E. Leonard

need agreement -
 (f) Continuation of agreement to provide matching funds in the amount of \$6,000 for full-time rehabilitation counselor and secretary on campus. *D. Rowen 2d M. Goodman - authorize Pres & Secy to sign*

E. Leonard 2d M. Goodman
 (g) Consideration of appointment of George Wilson, Jr., Attorney, Des Moines, to serve on Foundation Board of Directors for a 3-year term, commencing October 1976. This is an addition.

(h) Institutional membership fee in ACCT for year July 1976 thru June 1977 in the sum of \$425. *C. Galvin 2d W. Hetzel*

w. Hetzel 2d M. Campbell
 (i) Renewal of lease for classroom space in First State Bank building, Stuart, Iowa, for the period May 1, 1976 thru April 30, 1977, at an annual rental of \$400, to be used to house veterans ag class. This is \$50 increase over previous year.

(j) Renewal of lease for classroom space in City Hall, Guthrie Center, Iowa, for the period July 1, 1976 thru April 30, 1977, at an annual rental of \$250, to be used to house veterans ag class. This is the same rental as previous year.

(k) Renewal of lease for classroom space in Memorial Building, Pleasantville, Iowa, for the period May 1, 1976 thru April 30, 1977, at an annual rental of \$600, to be used to house veterans ag class. This is the same rental as previous year.

(l) Renewal of lease for classroom space in Knoxville, Iowa, for the period June 1, 1976 thru May 31, 1977, at an annual rental of \$510, to be used to house automotive class. This is the same rental as previous year.

(m) Consideration of contract with Educational Service Bureau, Inc., for FY77.

(n) Addition of 100 parking spaces and the paving of entire lot J. *at an est. cost of \$162 M.*

(o) Procedure for the sale of student built houses in general and Carroll house in particular.

6. OTHER

(a) Number of board members who plan to attend the annual meeting of Iowa Council of Area School Boards in Des Moines on Friday, November 19, 1976. *Charley's Show Room*

7. PRESENTATION OF CLAIMS AND ACCOUNTS

E. Leonard, 2d D. Rowen

8. ADJOURNMENT 11:30

PERSONNEL RESUME'

Name: William Irwin
 Age: 25
 Position: Auto Mechanics Instructor
 Division: Career Education
 Recommended salary: \$13,594 annual
 Most recent salary: \$14,500 annual
 Salary in relation to staff w/similar qualifications: Similar
 Education: Diploma in Auto Mechanics - DMACC
 Experience: 4 years work
 Reason for recommending this person: Best qualified applicant
 Beginning date of employment: July 1, 1976
 Length of contract: 12 months
 Reason for employment: Replacement for Jim Renwick, who resigned because of health.

** ** *

Name: Venita Wells
 Age: 52
 Position: Medical Secretary Instructor/Coordinator
 Division: Career Education
 Recommended salary: \$15,971 annual
 Most recent salary:
 Salary in relation to staff w/similar qualifications: Comparable
 Education: AA Degree, DMACC - B.S. Elementary Education, Drake Univ.
 Experience: Teacher Intern 8/74-6/76, 18 years work
 Reason for recommending this person: Best qualified applicant
 Beginning date of employment: July 1, 1976
 Length of contract: 12 months
 Reason for employment: Replacement for Mildred Thomson, who is retiring.

** ** *

Position: Medical Laboratory Instructor *GWEN KOROPATNICK*
 Division: Career Education
 Recommended salary: \$13,594 annual
 Beginning date of employment: July 1, 1976
 Length of contract: 12 months
 Reason for vacancy: Replacement for Jan Beall, who resigned because of family commitments.

** ** *

Darlene Falck: Coordinator, Office Occupations. Contract for the month of June in the amount of \$1,151.26. This is to fill in for one month while in the process of changing from a 9-month contract to a 12-month contract.

Memorandum

des moines area
community college

2006 ANKENY BLVD., ANKENY, IOWA 50021

PHONE 964-0651

DATE June 4, 1976

TO Mr. Lowery, Superintendent Location

FROM Don Zuck Location

RE: Parking Lots for Fall 1976

We ran a survey of our parking lot usage the last week of September 1975. That survey showed the highest usage to be on Monday between 9 and 10 A.M., at which time there were 218 empty parking stalls. The past three years we have experienced an increase of approximately 200 vehicles each year utilizing our parking lots. Assuming this trend would continue this coming fall, our lots would be at capacity. There would be no cushion for outside groups coming on to campus. In my judgement this capacity condition would occur only Monday, Wednesday and Friday mornings during approximately the first half of the fall quarter.

Three alternative solutions to the above situation would be as follows:

1. Asphalt existing Lot J plus space for 100 additional vehicles. Estimated cost, \$150,000 for the construction of the lot including drainage and lighting, plus \$12,000 for engineering services.
2. Provide space for an additional 100 vehicles just west of existing Lot J. This space would be a temporary gravel lot with a minimum of grading performed. Estimated cost, \$7,500.
3. Do nothing for this coming fall and recognize that on Monday, Wednesday and Friday we could not accomodate additional groups coming on to campus in the morning. No cost.

Lot J is one of only two remaining gravel lots. It is used primarily by Bldg. #22 people and by some Bldg. #23 people. The use of the lot does warrant an asphalt surface with proper drainage and adequate lighting. We have held off doing this in the past for two reasons. One being lack of funds, and two, being the possibility of a building being located in this area. Our discussion June 2nd ruled out the possibility of a future building and there are possible ways to fund the project.

At the time we apply asphalt to Lot J we should widen the two lanes of paving from the point where the four lane ends to the entrance to Lot J. This is shown on the attached drawing. The present termination of the four lanes in the middle of "nowhere" has caused some problems for vehicular traffic, especially for strangers on the campus. It would make much more sense to terminate the four lanes at a turnoff to a parking lot.

The availability of school house funds is as follows:

Present commitment of funds and known receipts based upon the new valuation information shows a balance of \$150,000

Additional planned commitments are:

Boone paving	\$12,000	
Master landscaping plan	10,000	
Campus graphics	40,000	62,000
Balance projected for July 1, 1977		<u>\$ 88,000</u>

Memorandum

des moines area
community college

2006 ANKENY BLVD., ANKENY, IOWA 50021

PHONE 964-0651

DATE

TO

Location

FROM

Location


RE:

This means that the \$162,000 expenditure for the asphalt paving of parking Lot J would not be totally available in the current five year school house fund collection period, but would be available in the collection period starting July 1, 1977. If we were to go ahead with the project now, the school house fund would have to borrow money from the general fund to cover the cost. The school house fund would owe the General Fund \$74,000 July 1, 1977, based upon the above projection ($\$162,000 - \$88,000 = \$74,000$).

The long term economics of the situation would dictate that we proceed this summer with the asphaltting of Lot J and the expansion of the lot to include the additional 100 spaces. By carrying out the project this summer we would save approximately \$7,500 that would be spent for something temporary. Based upon past inflation, we would probably save 10% per year which would amount to \$30,000 for the two years we would have to wait for funds "to be in hand". Thus it would cost us approximately \$37,500 to wait two years to asphalt the lot.

If we are to proceed with this project in anticipation of having it complete by fall quarter, it is very important that we proceed as soon as possible. Allowing three weeks for plans and specs, three weeks for a bid period, one week for Board action and three weeks for construction, brings us up to September 1. Upon approval of this project, I would proceed immediately with working with Veenstra & Kimm in developing plans and specifications for the project.

If there is additional information needed concerning this situation, please advise.


Don Zuck
DZ:is

cc: Jack Asby

ASPHALT
2 LANES

LOT J

30
UTILITY
CENTER

19
BLANKY
SERVICES

21
INDUSTRIAL
MANUFACTURING

PROPOSED
IEBN BLDG

ADMINISTRATION

7
AUTOMOBILE

22
HEALTH
SCIENCES

23
BUSINESS

32
APPLIED
SCIENCE

24
MEDIA
CENTER

25
FOOD
SERVICE

30
UTILITY
CENTER

31
PUBLIC
SERVICE
CARRIAGE

25A
STUDENT
CENTER

44
FUTURE
STUDENT
SERVICES

FUTURE
LAKE

PROPERTY LINE

PATERL ROAD

↑
SECONDARY
ENTRANCE

↑
FUTURE
ENTRANCE

DES MOINES AREA COMMUNITY COLLEGE



0 200 400

SCALE

BUSSARD AND DIKIG LTD.
ARCHITECTS AND PLANNERS

RECEIVED
JUN 11 1976
SUPT'S OFFICE

*Dr
Steinberg*

Minutes of Meeting
Heartland AEA 11 and
Des Moines Area Community
College Boards of Directors
1932 S. W. Third Street
Ankeny, Iowa 50021
June 4, 1976 4:00 P. M.

Representatives from the Des Moines Area Community College and Heartland Area Education Agency 11 Boards of Directors met in joint session at 4:00 P. M. at Heartland Offices on June 4, 1976. Superintendent Paul Lowery and Administrator K. W. Miller were present.

The boards discussed an upcoming Data Processing Report for Area XI which the two agencies plan to work on jointly. Other matters of mutual concern, including exchange of information on insurance, the shared use of a tele-a-network and matters concerning personnel were discussed.

It was moved by DMACC's Chairman Max Kreager, seconded by AEA's Chairman Dr. Lampshire, that the meeting be adjourned.

Signed:

Margaret Korshun, Secretary, AEA 11

Dr. Richard H. Lampshire, President
Area Education Agency 11

Max W. Kreager, President
Des Moines Area Community College

RHL: bp