

Des Moines Area Community College

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Board of Directors Meeting Minutes

7-14-1980

Board of Directors Meeting Minutes (July 14, 1980)

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Des Moines Area Community College
2006 South Ankeny Boulevard
Ankeny, IA 50021

REGULAR MEETING

14 JULY 1980

The regular meeting of the Des Moines Area Community College Board of Directors was held at the Ankeny Campus, Building 2, Room 15, on 14 July 1980. The meeting was called to order by Board President Eldon Leonard at 5:30 p.m.

ROLL CALL

Members Present:

Ray Clark	Walter Hetzel	Jasper Risdal
Georganne Garst	Eldon Leonard	Don Rowen
Murray Goodman	Theodore Nemmers	Walter A. Stover, Jr.

Others Present:

Paul Lowery, Superintendent	Various other DMACC staff
Charles Wright, Board Secretary	and interested residents

APPROVAL OF
TENTATIVE AGENDA

It was moved by M. Goodman, seconded by R. Clark, that the tentative agenda be approved.

The motion was passed unanimously.

PUBLIC COMMENTS

There were no persons who wished to address the Board.

APPROVAL OF
MINUTES

It was moved by W. Stover, seconded by D. Rowen, that the minutes of the regular meeting of 9 June 1980 be approved.

The motion was passed unanimously.

IOWA COUNCIL OF
AREA SCHOOL
BOARDS/LEGISLATION

The legislative package of the Iowa Council of Area School Boards was presented by D. Rowen as a part of his delegate's report to the Board.

Legislation
Supported

It was moved by D. Rowen, seconded by M. Goodman, that the Board support the ICASB legislative package and send notice of the support to the ICASB.

The motion was passed unanimously. A copy of the ICASB legislative package is attached (Attachment #1) herewith and made a part of these minutes.

Legislation
Addition/
Directive to
Superintendent

It was moved by R. Clark, seconded by W. Stover, that the ICASB be asked to include authority to maintain a fund balance and authority to permit a student to sit on the Board of Directors as an ex-officio member and that the Superintendent be directed to continue a strong DMACC legislative program separate from that of the ICASB if needed.

The motion was passed unanimously.

MONTHLY
FINANCIAL
REPORT

The monthly financial report was presented by Gene Snyders, Vice President, Business Management. A copy of the report is attached (Attachment #2) hereto and made a part of these minutes.

PERSONNEL

It was moved by D. Rowen, seconded by T. Nemmers, that contract changes be approved, as follows:

Contract
Changes

- a. C. J. Alexander, Instructor, Chemistry
From Probationary Status to Full Status
Effective September 5, 1980
- b. Linda Appelgate, Personal Services Evaluator, Career Exp. Center
From 12 months (\$18,481 annual) to 11 months (\$17,249 annual)
Effective July 1, 1980
- c. Maurice Arndt, Industrial Arts Evaluator, Career Exp. Center
From 12 months (\$20,266 annual) to 11 months (\$18,915 annual)
Effective July 1, 1980
- d. James Giles, Graphic Art Instructor, Career Exp. Center
From 12 months (\$17,053 annual) to 11 months (\$15,916 annual)
Effective July 1, 1980
- e. Linda S. Greaves, Instructor, Office Occupations
From Instructor, Office Occupations (\$15,628 annual) to Coordinator, Office Occupations (\$19,337 annual)
Effective July 1, 1980
- f. Steven K. Halstead, Coordinator, Student Life
From Coordinator, Mobile Career Exploration Program and Student Life Assessment & Research to Coordinator, Student Life Assessment & Research, No Salary Change
Effective July 1, 1980
- g. Robert Jones, Counselor, Career Exp. Center
From 12 months (\$21,338 annual) to 11 months (\$19,915 annual)
Effective July 1, 1980
- h. Kay Marten, Instructor, Career Exp. Center
From 12 months (\$20,623 annual) to 11 months (\$19,248 annual)
Effective July 1, 1980
- i. Barbara Meyer, Counselor, Career Exp. Center
From 12 months (\$20,980 annual) to 11 months (\$19,581 annual)
Effective July 1, 1980
- j. Diane Schroeder, Instructor, Health - Dental Assistant
From 12 months (\$19,304) to 9 months (\$17,070 annual)
Effective July 1, 1980

- k. Dorothy Simms, Coordinator, CEC, Student Life
From 12 months (\$24,042 annual) to 11 months (\$22,039 annual)
Effective July 1, 1980
- l. Allan Suby, Project Supervisor, Career Education & Adult Education
From Project Supervisor to Specialist, Career Program Planning, No Salary Change
Effective July 1, 1980
- m. Virginia Wedemeyer, Instructor, Health - Dental Assistant
From 12 months, 100% load (\$20,640 annual) to 12 months, 60% load (\$13,660 annual)
Effective July 1, 1980
- n. Leo Michels, Purchasing Agent, Business Management
From \$19,675 annual to \$20,649 annual
Effective July 1, 1980

The motion was passed unanimously.

Resignations

It was moved by W. Hetzel, seconded by M. Goodman, that resignations be accepted, as follows:

- a. Claudia German, Coordinator - Health, Career Supplemental
Effective July 3, 1980 (noon)
- b. Louis E. Peterson, Instructor - Related, Industry & Technology
Effective May 26, 1980

The motion was passed unanimously.

Leaves of
Absence
Without Pay

It was moved by T. Nemmers, seconded by M. Goodman, that leaves of absence without pay be approved, as follows:

- a. Beth Jurenovich, Instructor, Nursing
2 Days, June 18 & 19, 1980
- b. John Liepa, Instructor, Political Science/History
1 Day, June 17, 1980
- c. Dutch Kleywegt, Instructor/Chairperson, Labor Studies
8 Months, August 11, 1980 - April 15, 1981

The motion was passed unanimously.

SDU Lane
Changes

It was moved by D. Rowen, seconded by T. Nemmers, that Staff Development Unit lane changes be approved, as follows:

- a. Joan Adams, Instructor, Nursing
From Lane 225-Level 9.0 (\$22,052 annual) to Lane 248-Level 9.0 (\$22,766 annual)
Effective July 1, 1980
- b. Clair Chalup, Instructor, Banking
From Lane 248-Level 10.5 (\$23,837 annual) to Lane 270-Level 10.5 (\$24,551 annual)
Effective July 1, 1980

- c. Dutch Kleywegt, Instructor/Chairperson, Labor Studies
From Lane 225-Level 9.0 (\$22,052 annual) to
Lane 248-Level 9.0 (\$22,766 annual)
Effective July 1, 1980
- d. Sharon Moore, Instructor/Chairperson, Dental Assistant
From Lane 293-Level 13.0 (\$27,050 annual) to
Lane 315-Level 13.0 (\$27,764 annual)
Effective July 1, 1980
- e. Shirley Muehlenthaler, Instructor/Chairperson, Medical
Assistant
From Lane 248-Level 12.0 (\$24,908 annual) to
Lane 270-Level 12.0 (\$25,622 annual)
Effective July 1, 1980
- f. Cynthia Tomes, Instructor, Adult Education
From Lane 180-Level 4.5 (\$17,410 annual) to
Lane 203-Level 4.5 (\$18,124 annual)
Effective July 1, 1980
- g. Duane Van Hemert, Instructor, Building Trades
From Lane 180-Level 6.0 (\$18,481 annual) to
Lane 203-Level 6.0 (\$19,195 annual)
Effective July 1, 1980
- h. Leone C. Young, Instructor, Dental Assistant
From Lane 248-Level 5.5 (\$20,266 annual) to
Lane 270-Level 5.5 (\$20,980 annual)
Effective July 1, 1980
- i. James D. Sheaff, Instructor, Criminal Justice
From Lane 293-Level 10.0 (\$19,926 annual) to
Lane 315-Level 10.0 (\$20,498 annual)
Effective September 4, 1980
- j. Joanne Westergard, Instructor, Health Care Administration
From Lane 180-Level 10.0 (\$16,003 annual) to
Lane 203-Level 10.0 (\$16,539 annual)
Effective July 1, 1980

The motion was passed unanimously.

New Personnel

It was moved by W. Stover, seconded by R. Clark, that new personnel be employed, as follows:

- a. Sharon L. Becker, Instructor, Fashion Merchandising
Lane 180-Level 7.0, Salary \$15,356 annual, 9 months
Effective September 4, 1980
- b. John M. Doran, Instructor, Math/Science
Lane 225-Level 7.0, Salary \$16,499 annual, 9 months
Effective September 4, 1980
- c. Michelle A. Mosman, Instructor, Comprehensive Learning
Center (1/2)
Lane 225-Level 5.0, Salary \$9,598 annual, 12 months
Effective July 1, 1980

- d. Linda Sorenson, Vocational Coordinator, Student Development
Salary \$15,302 annual, 12 months
Effective July 1, 1980 (reappointment)

The motion was passed unanimously.

EMPLOYEE
INSURANCE/
OUTPATIENT

R. Clark introduced the resolution to provide insurance coverage to employees on an outpatient basis under the basic policy rather than under major medical. D. Rowen seconded the resolution.

The resolution was unanimously adopted by roll call vote. The resolution is attached (Attachment #3) hereto and made a part of these minutes.

STUDENT ACTIVITIES
BUDGET, BOONE

It was moved by W. Stover, seconded by T. Nemmers, that the student activities budget for Boone for FY '81 be approved.

The motion was passed unanimously. A copy of the budget is attached (Attachment #4) hereto and made a part of these minutes.

TREASURER'S
ANNUAL REPORT

It was moved by T. Nemmers, seconded by W. Stover, that the Treasurer's annual report be approved and that the Secretary and President of the Board be directed to sign the report.

The motion was passed unanimously. A copy of the report and its supporting documents is attached (Attachment #5) hereto and made a part of these minutes.

1102 S.E. RIO,
ANKENY, SALE

It was moved by D. Rowen, seconded by T. Nemmers, that the offer of William A. Womble and Beth J. Womble to purchase the student constructed house at 1102 S.E. Rio, Ankeny, for the sum of \$83,500 be accepted.

The motion was passed unanimously. A copy of the offer and acceptance is attached (Attachment #6) hereto and made a part of these minutes.

215 E. TODD
TERRACE, CARROLL,
SALE

It was moved by G. Garst, seconded by R. Clark, that the offer of Raymond C. Heim and Phyllis J. Heim to purchase the student constructed house at 215 E. Todd Terrace, Carroll, for the sum of \$70,000 with the provision that the purchaser agree to finance not more than \$56,000 for a period of not more than 30 years at a rate of approximately 12½% interest per annum, with conventional financing be accepted.

The motion was passed unanimously. A copy of the offer and acceptance is attached (Attachment #7) hereto and made a part of these minutes.

BOARD POLICY #756
INSURANCE-SAFETY
PROGRAM

It was moved by W. Hetzel, seconded by R. Clark, that the second reading of Board Policy #756 be acknowledged and approved and that the policy be adopted.

The motion was passed unanimously by roll call vote. A copy of the policy is attached (Attachment #8) hereto and made a part of these minutes.

ICASB DUES
1980-81 APPROVED

It was moved by D. Rowen, seconded by R. Clark, that the Board pay dues of \$13,980 to the Iowa Council of Area School Boards for 1980-81.

The motion was passed by roll call vote with votes recorded, as follows:

AYES:

R. Clark	W. Hetzel	J. Risdal
G. Garst	E. Leonard	D. Rowen
M. Goodman	T. Nemmers	

NAYS:

W. Stover

PROGRAM LENGTH
CHANGED--REAL
ESTATE, DATA
ENTRY OPERATOR

It was moved by W. Stover, seconded by J. Risdal, that the length of the Real Estate program be changed from two years to one year and the length of the Data Entry Operator program be changed from six weeks to 12 weeks.

The motion was passed unanimously.

CHANGE ORDERS
BUILDINGS 1 & 5,
CONTRACT #9,
SPACE PARTITIONS

It was moved by W. Stover, seconded by D. Rowen, that change orders in contract 9, Buildings 1 and 5, be approved, as follows:

Add shelf and door units, drawers and	\$11,301.66
file units for work counters, CRT tables	
Seating for Building 1, lobby	6,367.92
	<u>\$17,669.58</u>

The motion was passed unanimously.

LEASE APPROVED,
ABE CLASSROOM,
NEWTON

It was moved by W. Hetzel, seconded by R. Clark, that the Board enter a lease with Jasper County for \$1.00 for the use of a classroom to serve Adult Basic Education, for the period 1 July 1980 to 30 June 1981, and that a note of thanks from the Board be sent to Jasper County.

The motion was passed unanimously.

ASSIGNMENT OF
LOTS IN MAXWELL,
IOWA TO THE CITY
OF MAXWELL

G. Garst introduced the resolution to assign three lots in the city of Maxwell, Iowa, to the City of Maxwell, Iowa. T. Nemmers seconded the resolution.

The resolution was unanimously adopted by roll call vote. A copy of the resolution is attached (Attachment #9) hereto and made a part of these minutes.

REHABILITATION
COUNSELOR AND
SECRETARY

It was moved by R. Clark, seconded by M. Goodman, that an agreement be entered into between DMACC and the Rehabilitation Education and Services Branch of the DPI for the placement of a full-time rehabilitation counselor and secretary on DMACC's campus.

The motion was passed unanimously. A copy of the agreement is attached (Attachment #10) hereto and made a part of these minutes.

DINNER RECESS

At 6:40 p.m. the Board President, E. Leonard, declared a recess for dinner.

At 7:15 p.m. the Board President, E. Leonard, reconvened the meeting.

URBAN CAMPUS
PHONE EQUIPMENT

It was moved by R. Clark, seconded by J. Risdal, that ROLM phone equipment for the Urban Campus be purchased from NORSTAN for a cost of \$33,750.

The motion was passed on roll call vote with votes recorded, as follows:

AYES:

R. Clark	M. Goodman	J. Risdal
G. Garst	W. Hetzel	D. Rowen

NAYS:

E. Leonard	W. Stover	T. Nemmers
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DIRECTOR
PHYSICAL PLANT

There has not been a candidate for the Director of the Physical Plant whose employment the Superintendent would recommend. Hence, this item was withdrawn from the agenda.

ANKENY LOTS
FOR BUILDING
TRADES PURCHASED

It was moved by W. Stover, seconded by W. Hetzel, that six lots be purchased in Ankeny for the Building Trades program, as follows:

3 in S.E. Ankeny from Lundstrom @ \$16,900 each = \$50,700
3 in N.E. Ankeny from Don Hick @ \$13,000 each = \$39,000

The motion was passed unanimously.

ACCT CONVENTION

It was moved by T. Nemmers, seconded by R. Clark, that the Board send T. Nemmers, D. Rowen, E. Leonard, G. Garst and W. Stover to the ACCT convention, October 7-11.

The motion was passed unanimously.

AGENDA ORDER
CHANGED

It was moved by D. Rowen, seconded by R. Clark, that the evaluation of the Superintendent be made the last item on the agenda.

The motion was passed unanimously.

POSITION PAPER
FUND BALANCE

The Board President, E. Leonard, acknowledged receipt of a position paper written by Vice President, Business Management, Gene Snyders regarding fund balances.

CLAIMS AND
ACCOUNTS

It was moved by T. Nemmers, seconded by R. Clark, that the claims and accounts be approved as submitted.

The motion was passed unanimously.

TELEPHONE SERVICE
COST REPORT

It was moved by W. Stover, seconded by T. Nemmers, that the Vice President, Business Management, annually, at the regular Board meeting in July, present a comparison of the cost of telephone service at Ankeny and Urban Campuses as compared to what the projected costs were to have been under the proposals the Board adopted for telephone service at each of those campuses.

The motion was passed unanimously.

CLOSED SESSION

It was moved by T. Nemmers, seconded by R. Clark, that the Board hold a closed session as provided in Section 28A.5 (1)(i) of the Open Meetings Law to evaluate the professional competency of an individual whose performance is being considered to prevent needless and irreparable injury to that individual's reputation, as that individual has requested a closed session and that R. Clark be appointed secretary for the remainder of the Board meeting.

The motion was passed unanimously on a roll call vote. The Board entered closed session at 7:40 p.m.

RETURN TO
OPEN SESSION

At 9:20 p.m. the Board returned to open session.

SUPERINTENDENT'S
CONTRACT

It was moved by W. Hetzel, seconded by J. Risdal, that the employment contract of Paul Lowery as Superintendent be amended to show a salary of \$48,785 per annum, beginning 1 July 1980 with all other provisions of the contract remaining the same.

Amendment to
Motion,
Defeated

It was moved by D. Rowen, seconded by W. Stover, to amend the motion so that the present contract with the Superintendent be reviewed in four months.

The amendment to the motion was defeated on a roll call vote with votes recorded, as follows:

AYES:

E. Leonard	D. Rowen
T. Nemmers	W. Stover

NAYS:

R. Clark	M. Goodman	J. Risdal
G. Garst	W. Hetzel	

The motion to amend the Superintendent's contract was passed on a roll call vote with votes recorded, as follows:

AYES:

R. Clark M. Goodman J. Risdal
G. Garst W. Hetzel

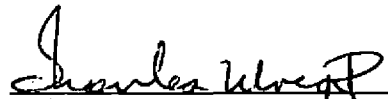
NAYS:

E. Leonard D. Rowen
T. Nemmers W. Stover


ADJOURNMENT

It was moved by G. Garst, seconded by T. Nemmers, that the meeting be adjourned.

The motion was passed unanimously and the meeting was adjourned at 9:30 p.m.



CHARLES WRIGHT, Secretary



ELDON LEONARD, President

June 27, 1980

TO: Iowa Council of Area School Boards
FROM: Merged Area Superintendents Association
SUBJECT: Proposed Legislative Program - 69th General Assembly (FY'82-'83)

I FUNDING

- A. Seek approval of a funding formula (foundation)
Related to this are:
1. Adequate funding for present programs
 2. Adequate funding for new career programs
 3. Adequate equipment replacement funds, including the Merged Area IV earth-moving equipment request
 4. Operational start-up funds for new facilities
 5. Adequate funds for jointly administered vocational programs
 6. Capitation grants from the state to offset the loss of federal dollars
 7. Continuing support for the FM radio stations at Merged Areas XII, XIII, V and new support for Merged Area II
 8. Funds from the state to cover excess costs that result from legislative mandates or economic conditions. (Examples: energy, mileage rate, IPERS tax)
- B. Seek approval for the following:
1. Funds to conduct a study of major concerns facing Iowa Area Colleges, including enrollments, bonding for facilities, building needs, new Voc-Tech programs and telecommunications.
 2. Revenue bonding for dormitories
 3. Funding for Iowa post-secondary school for the hearing impaired at Council Bluffs
 4. Reduce bond referendum majority requirement from 60% to 50%

II OTHER LEGISLATION PROPOSED

- A. Support the improvement of IPERS.
- B. Support the State Board in obtaining funding for the state educational data processing system
- C. Expand the Iowa scholarship program to include full tuition and mandatory fees
- D. Modify the Vocational-Technical tuition grants to become tuition (and fees) grants for all full-time area college students, OR . . .
- E. Tuition grants (\$750 vouchers) for community college students

III WORK AT THE FOLLOWING ISSUES, ADMINISTRATIVELY, TO RESOLVE THEM WITHOUT SEEKING LEGISLATIVE ACTION THIS BIENNIUM

- A. Clarification of Area College Board authority to allow certain invoices to be paid before the Board meets (Chapter 297.27)
- B. Change the name of Merged Area Schools to Area Colleges
- C. Study the Iowa Code for Area Colleges for proposed comprehensive revision in two years
- D. Modify the employment compensation code. Refer to personnel directors and to the ACCT and the AACJC

Prepared by:

Robert D. Looft, Legislative Chairman (1979-1980) for the
Merged Area Superintendents Association

DES MOINES AREA COMMUNITY COLLEGE
CASH POSITION REPORT
June 30, 1980

	General, Agency Auxiliary, Scholarship, and Loan Funds	Special Plant Fund	Voted Tax & Sinking Fund
	<u>ANKENY STATE</u>	<u>BANKERS TRUST</u>	<u>BANKERS TRUST</u>
<u>CASH IN BANK (CHECKING ACCOUNT):</u>			
Bal. Fwd. June 1, 1980	\$ (459.44)	\$ 8,359.45	
Plus Receipts June 1980	1,238,900.40	2,124,488.95	
Less Disbursements June 1980	<u>1,738,117.52</u>	<u>2,132,813.51</u>	
Cash in Bank June 30, 1980	* (A) \$ (499,676.56)	\$ 34.89	
<u>INVESTMENTS:</u>			
<u>CERTIFICATES OF DEPOSIT:</u>			
8.0 % Due 8-15-80 - Urban Stud. U.	6,877.63		
8.5 % Due 9-15-80		130,000.00	
8.5 % Due 8-15-80		235,000.00	
Various Interest and Due Dates (3 yr. loan)		4,672,000.00	
Various Interest and Due Dates (5 yr. loan)		936,000.00	
13.25 % Due 1-15-80		250,000.00	
12.25 % Due 2-17-81 - 16.25 %		100,000.00	
9.25 % Due 5-15-80		360,000.00	
10.5 % Due 7-17-80		335,000.00	
10.25 % Due 8-15-80		250,000.00	
11.5 % Due 9-15-80		340,000.00	
12.25 % Due 11-15-80		165,000.00	
Savings - Stud. Act. (ANB)	302.99		
Savings - Ankeny Student Union	20,267.40		
Savings Account/General	288,782.68		
Stud. Act./Savings (ASB)	5,880.58		
Plant Fund/Savings		<u>1,838.71</u>	
<u>TOTAL INVESTMENTS</u>	\$ 322,111.28	\$ 7,774,838.71	
<u>TOTAL CASH IN BANK</u>			
<u>INVESTMENTS</u>	\$ <u>(177,565.28)</u>	\$ <u>7,774,873.60</u>	<u>-0- * (B)</u>

Footnotes:

- (A) Deficient Balance represents outstanding checks.
- (B) Loan Payments and interest of \$1,659,320.00 paid 6-30-80 with remaining balance of \$237,341.08 transferred to Plant Fund.

DES MOINES AREA COMMUNITY COLLEGE
 BUDGET BALANCE REPORT
 May 31, 1980

	Working Budget	Amount Encumbered	Amount Expended or Received	Working Budget Balance
GENERAL FUND DISBURSEMENTS:				
Arts and Science	\$ 2,145,519	\$ 5,541	\$1,725,921	\$ 414,057
Career Ed (includes CEC)	5,102,232	80,780	4,322,990	698,462
Adult Ed	1,731,649	14,090	1,486,350	231,209
Instructional Administration	250,279	3,039	234,267	12,973
General Administration	636,357	554	566,608	69,195
Student Life	1,282,918	1,357	1,189,959	91,602
Learning Resources	507,366	4,886	470,950	31,530
Physical Plant	1,406,063	50,208	1,309,303	46,552
General Institution	<u>1,139,210</u>	<u>108,901</u>	<u>1,053,395</u>	<u>(23,086)</u>
Sub Total Unrestricted	\$14,201,593	\$269,356	\$12,359,743	\$1,572,494
Title, I Labor Counseling	13,415		10,168	3,247
Woodward Grant	44,948		13,956	30,992
CETA/Class Size	348,866	12,645	301,609	34,612
Alcohol Fuel Grant	10,000		6,422	3,578
Nursing Capitation Grant	25,340	3,920	9,102	12,318
Social Service Training	19,078		12,725	6,353
Homemaker Home Health Aide	10,745		4,574	6,171
ESL for Indo China Refugees	74,858	115	65,078	9,665
ESL for Indo Chinese	20,000		20,000	
Teacher Aids Program	11,295		9,080	2,215
Special Needs Material & Equip.	399		399	
Special Needs Video Equip.	1,788		1,788	
Dev. Enhancing Aware Handicap	115		115	
Comp. Vocational Devel. Program	49,810		26,501	23,309
Public Service Employment	<u>24,660</u>		<u>24,660</u>	
Sub Total Restricted	655,317	<u>16,680</u>	506,177	132,460
Budget Deobligation	<u>(71,405)</u>			<u>(71,405)</u>
GRAND TOTAL GENERAL FUND DIS. (A)	<u>\$14,785,505</u>	<u>286,036</u>	<u>12,865,920</u>	<u>\$1,633,549</u>
GENERAL FUND REVENUE:	14,319,032		12,852,868	1,466,164
PLANT FUND DISBURSEMENTS (B)	4,939,811		2,559,646	2,380,165
PLANT FUND REVENUE:	2,248,977		2,295,218	(46,241)

FOOTNOTES:

- A. General Fund published amended budget - \$14,927,141.
- B. Plant Fund published budget - same as working budget.

DES MOINES AREA COMMUNITY COLLEGE
 GENERAL FUND INTERIM BALANCE SHEET

May 31, 1980

-----ASSETS-----

Code

CASH & INVESTMENTS

101 Cash in Bank - Checking	\$876,039	
102 Petty Cash - Ankeny Checking Change Fund	1,886	
103 Petty Cash - Boone Checking	7,500	
119 Cash in Bank - Payroll	10,081	
120 Returned Checks	2,820	
122 Petty Cash/Change Funds	2,893	
125 Cash Over or Short	307	
130 Investment in CD's	675,002	
131 Investment in Savings	<u>100,287</u>	
TOTAL CASH & INVESTMENTS		\$1,676,815

ACCOUNTS RECEIVABLE

145 Due from Federal	11,745	
146 Due from Others	(1,449)	
Budgeted Revenue FY 80	14,319,032	
Less Amount Received	<u>12,852,868</u>	
Balance to Receive	1,466,164	
TOTAL ACCOUNTS RECEIVABLE		1,476,460

INVENTORIES

161 Expendable Supplies	33,204	
162 Auto Parts	<u>16,658</u>	
TOTAL INVENTORIES		49,862

169 STUDENT HOUSES

Carroll House #5 Under Construction	63,664	
Carroll House #6 Lot Only	10,061	
Carroll House #7 Lot Only	10,035	
Ankeny House #14 Under Construction	65,867	
Ankeny House #15 Under Construction	63,118	
Ankeny House #16 Under Construction	14,003	
Ankeny House #17 Lot Only	13,121	
Ankeny House #18 Lot Only	<u>13,121</u>	
TOTAL HOUSES		<u>252,990</u>

TOTAL ASSETS \$3,456,127

DES MOINES AREA COMMUNITY COLLEGE
 GENERAL FUND INTERIM BALANCE SHEET
 May 31, 1980 ..

Code

CURRENT LIABILITIES

201	Accounts Payable			
	Budgeted Expenditures FY 80	14,785,505		
	Less Expended to Date	<u>12,865,920</u>		
	Balance to be expended		1,919,585	
203	Long Term Payable		<u>6,336</u>	
	TOTAL CURRENT LIABILITIES			<u>\$1,925,921</u>

271 DEFERRED INCOME

	CETA/CLASS SIZE (Advance)		17,000	
	Auto Body Program		1,532	
	DFAFS		844,195	
	Iowa Script		1,353	
	IPA Wastewater		<u>6,183</u>	
	TOTAL DEFERRED INCOME			<u>870,263</u>

TOTAL LIABILITIES \$2,796,184

----FUND BALANCE----

311 UNRESTRICTED

	Balance Forward 7-1-79		1,096,805	
	FY 80 Budget Expenditures	14,785,505		
	Less FY 80 Budget Revenue	<u>14,319,032</u>		
	Net Expenditures Over Revenue		(466,473)	
	Projected Fund Balance 6-30-80			630,332

314 RESTRICTED FOR UNEMPLOYMENT COMPENSATION 29,611

Total Fund Balance 659,943

TOTAL LIABILITIES & FUND BALANCE \$3,456,127

DES MOINES AREA COMMUNITY COLLEGE
BUDGET BALANCE REPORT
December 31, 1979

	<u>PUBLISHED APPROVED BUDGET</u>	<u>WORKING BUDGET</u>	<u>AMOUNT ENCUMBERED</u>	<u>AMOUNT EXPENDED OR RECEIVED</u>	<u>WORKING BUDGET BALANCE</u>
<u>GENERAL FUND DISBURSEMENTS:</u>					
Arts & Sciences	\$ 2,034,875	\$ 2,029,224	\$ 757,203	\$ 790,843	\$ 481,178
Career Education	4,963,834	4,943,415	1,877,019	2,109,907	956,489
Career Exploration Center	184,659	184,659	74,551	81,862	28,246
Mobile Career Explor. Center	75,600	75,600	30,666	32,799	12,135
Adult Education	1,729,169	1,729,594	410,247	830,775	488,572
Administration	1,517,974	1,541,024	556,585	728,577	255,862
Student Life	1,262,662	1,279,476	502,345	635,477	141,654
Learning Resources	513,682	507,366	157,772	261,222	88,372
Physical Plant	1,594,497	1,599,320	427,166	787,645	384,509
Director, Western Attend. Ctr.	43,329	43,329	19,291	21,410	2,628
Vice President-Instruction	111,946	115,841	44,978	55,555	15,308
Dean Urban Campus	95,619	94,909	37,327	46,910	10,672
Sub Total Unrestricted	<u>\$14,127,846</u>	<u>\$14,143,757</u>	<u>\$4,895,150</u>	<u>\$6,382,982</u>	<u>\$2,865,625</u>
PSE Funded Accounts	-0-	-0-		11,379	(11,379)
CETA/Vocational Skills	393,616	348,866	7,092	165,927	175,847
Title I Labor Counseling	-0-	13,415		6,364	7,051
Woodward Co-op Grant	-0-	44,948		8,974	35,974
IPA Waster Water	-0-	-0-		10	(10)
Teacher Aids Program	-0-	11,295		4,697	6,598
Special Needs Video Equip.	-0-	1,760		1,788	(28)
Comp. Voc. Develop. Prog.	-0-	49,810		3,750	46,060
Social Serv. Inserv. Tng.	-0-	19,078		7,500	11,578
Special Needs Mat. & Equip.	-0-	-0-		399	(399)
Dev. Enhancing Aware. Handl.	-0-	115		30	85
Sub Total Restricted					
General Fund	\$ 393,616	\$ 489,287	\$ 7,092	\$ 210,818	\$ 271,377
Budget Deobligation		(30,071)			(30,071)
GRAND TOTAL					
GENERAL FUND	<u>\$14,521,462</u>	<u>\$14,602,973</u>	<u>\$4,902,242</u>	<u>\$6,593,800</u>	<u>\$3,106,931</u>
<u>GENERAL FUND REVENUE:</u>					
Student Fees	215,212	215,212		75,936	139,276
Tuition	2,821,542	2,821,542		1,544,926	1,276,616
Property Taxes-Operation	1,818,977	1,808,613		890,774	917,830
Property Taxes-Tort	29,881	29,831		14,543	15,288
Property Taxes-Unemployment	39,711	39,745		19,377	20,368
State General Aid	6,265,097	6,313,960		3,156,980	3,156,980
State Vocational Aid	1,295,105	1,310,625		406,733	903,892
State Capital Outlay	279,956	271,360			271,360
Misc. - Federal		11,270		11,270	-0-
PSE		9,248		9,248	-0-
Labor Counseling Program		13,415		-0-	13,415
Workstudy	89,208	58,979		-0-	58,979
Vocational Aid-Federal	329,155	329,155		-0-	329,155
Special Needs	147,055	225,801		-0-	225,801
Adult Basic Education	132,283	132,283		33,071	99,212
CETA/Vocational Skills	393,616	348,866		56,233	292,633
Title II, Library	7,926	7,926		-0-	7,926
Woodward Grant		44,948		-0-	44,948
Social Services Project		19,078		-0-	19,078
Rental of College Facilities	20,000	20,000		10,948	9,052
Parking Assessments		7,100		3,857	3,243
Interest Income	100,000	100,000		44,901	55,099
Sale of Fixed Assets	35,000	35,000		20,188	14,812
Miscellaneous Income		2,000		1,793	207
Sub Total	<u>\$14,019,724</u>	<u>\$14,175,957</u>		<u>\$6,300,778</u>	<u>\$7,875,179</u>
Unrestricted Fund Balance	501,738	427,016		427,016	-0-
GRAND TOTAL REVENUE	<u>\$14,521,462</u>	<u>\$14,602,973</u>		<u>\$6,727,794</u>	<u>\$7,875,179</u>
PLANT FUND DISBURSEMENTS:	\$ 4,939,811	\$ 4,939,811		\$1,513,764	\$3,426,047
PLANT FUND REVENUE:	\$ 2,248,977	\$ 2,248,977		\$1,145,290	\$1,103,687

DES MOINES AREA COMMUNITY COLLEGE
GENERAL FUND INTERIM BALANCE SHEET
December 31, 1979

----ASSETS----

Code

CASH & INVESTMENTS

101 Cash in Bank - Checking	\$	998,226	
102 Petty Cash - Ankeny Checking Change Fund		4,215	
103 Petty Cash - Boone Checking		5,000	
119 Cash in Bank - Payroll		9,999	
120 Returned Checks		5,955	
122 Petty Cash/Change Funds		(201)	
125 Cash Over or Short		116	
130 Investment in CD's		450,000	
131 Investment in Savings		(609,066)	
TOTAL CASH & INVESTMENTS			\$ 864,244

ACCOUNTS RECEIVABLE

145 Due from Federal		72,057	
146 Due from Others		16,315	
Budgeted Revenue FY 80	14,175,957		
Less Amount Received	<u>6,300,778</u>		
Balance to Receive		7,875,179	
TOTAL ACCOUNTS RECEIVABLE			7,963,551

INVENTORIES

161 Expendable Supplies	32,439		
162 Auto Parts	16,658		
TOTAL INVENTORIES			49,097

169 STUDENT HOUSES

Carroll House #5 Under Construction	33,523		
Carroll House #6 Lot only	10,035		
Carroll House #7 Lot only	10,035		
Ankeny House #14 Under Construction	63,179		
Ankeny House #15 Under Construction	32,029		
Ankeny House #16 Lot only	13,121		
Ankeny House #17 Lot only	13,121		
Ankeny House #18 Lot only	<u>13,121</u>		
TOTAL HOUSES			<u>188,164</u>

TOTAL ASSETS

\$9,065,056

DES MOINES AREA COMMUNITY COLLEGE
 GENERAL FUND INTERIM BALANCE SHEET
 December 31, 1979

----LIABILITIES----

Code

CURRENT LIABILITIES

201	Accounts Payable			
	Budgeted Expenditures FY 80	14,602,973		
	Less Expended to Date	<u>6,593,800</u>		
	Balance to be expended		8,009,173	
	TOTAL CURRENT LIABILITIES			\$8,009,173
271	<u>DEFERRED INCOME</u>			
	CETA		28,221	
	Auto Body Program		1,532	
	DFAFS		319,195	
	Iowa Script		1,353	
	IPA Wastewater		<u>6,182</u>	
	Total Deferred Income			<u>356,483</u>
	TOTAL LIABILITIES			\$8,365,656

----FUND BALANCE----

311	<u>UNRESTRICTED</u>			
	Balance Forward 7-1-79		1,096,805	
	FY 80 Budget Expenditures	14,602,973		
	Less FY 80 Budget Revenue	<u>14,175,957</u>		
	Net Expenditures Over Revenue		(427,016)	
	Projected Fund Balance 6-30-80			669,789
314	RESTRICTED FOR UNEMPLOYMENT COMPENSATION			<u>29,611</u>
	Total Fund Balance			<u>699,400</u>
	TOTAL LIABILITIES & FUND BALANCE			<u>\$9,065,056</u>

Whereas the Iowa Community College Trust will provide, on an optional basis, full coverage for diagnostic x-ray and laboratory,

And Whereas a survey of the College Staff has revealed an overwhelming majority of those responding to favor addition of this coverage,

And Whereas the cost for single coverage will be borne entirely by the Board,

And Whereas the cost for family coverage will be borne entirely by the staff member,

Therefore, be it resolved that the Board of Directors hereby authorize the Superintendent to amend the contract between Des Moines Area Community College and Blue Cross to provide for full coverage of diagnostic x-ray and laboratory procedures, at a cost to the Board of \$14.52 per year for single coverage,

STUDENT ACTIVITY FEES

Based on approx. \$13,000.000 collected

<u>CLUB OR ORGANIZATION</u>	<u>PERCENT FOR 80-81 School Year</u>	<u>\$/ YR.</u>
Athletics	50%	\$6,500.00
Cheerleaders	1%	130.00
Student Senate	15%	1,950.00
Phi Beta Lambda	3%	390.00
Recreation Club	3%	390.00
Student Publication	11%	1,430.00
Drama	6%	780.00
Phi Theta Kappa	1%	130.00
Student Center/Intramurals	5%	650.00
Choir	1%	130.00
Nursing Student United	2%	260.00
Office Education Association	2%	260.00

Approved at Student Senate Meeting, 3-12-80

Sherry Roper, Treasurer

SR/cc

TO THE BOARD OF EDUCATION, STATE SUPERINTENDENT OF PUBLIC INSTRUCTION AND COUNTY TREASURER

For The Fiscal Year July 1, 79 Thru June 30, 80

NAME OF DISTRICT DES MOINES AREA COMMUNITY COLLEGE COUNTY POLK

Table with 3 columns: CO. NO., DIST. NO., AEA. Values: 77, 9911, XI

File one copy of this report with the school board at its regular July meeting. File one copy immediately with the state superintendent of public instruction. File one copy immediately with the county treasurer. (Section 291.15, Code of Iowa, 1975)

GENERAL FUND

Table with 2 columns: Description, Amount. Rows 1-9 showing Treasurer's Cash Balance, Securities Owned, Total Assets, Receipts, Expenditures, and TRESURER'S TOTAL ASSETS JUNE 30, 80.

SCHOOLHOUSE FUND

Table with 2 columns: Description, Amount. Rows 10-18 showing Treasurer's Cash Balance, Securities Owned, Total Assets, Receipts, Expenditures, and TRESURER'S TOTAL ASSETS JUNE 30, 80.

AMOUNT OF INTEREST-BEARING WARRANTS OUTSTANDING ON JUNE 30, 80

Table with 2 columns: Fund Name, Amount. Rows 19-21 showing General Fund, Schoolhouse Fund, and Total Outstanding Interest-Bearing Warrants June 30, 80.

STATEMENT OF BANK DEPOSITS

22. Affidavits from depositor banks should be submitted to the board with this report.

Table with 5 columns: Name of Bank, Active Funds, Restricted Funds, Securities, Total. Rows for Ankeny State, Bankers Trust, and Totals.

RECONCILIATION WITH SECRETARY

Table with 3 columns: Description, General Fund, Schoolhouse Fund. Rows 23-27 showing Treasurer's Balance, Receipts, Outstanding Warrants, Deposits in Transit, and Secretary Balance.

I hereby certify the above report to be correct to the best of my knowledge and belief.

Signature of District Treasurer and DISTRICT TREASURER'S SIGNATURE

The board of directors has examined the treasurer's records and the report above and herewith certify that both have been approved for the fiscal year July 1, 79 through June 30, 80.

Dated this 14th day of July, 1980.

* Deficit balance represents outstanding checks.

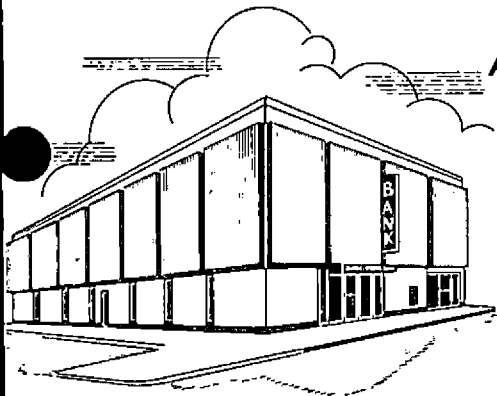
Signatures of Board President and Board Secretary, and BOARD PRESIDENT'S SIGNATURE and BOARD SECRETARY'S SIGNATURE

DIRECTIONS

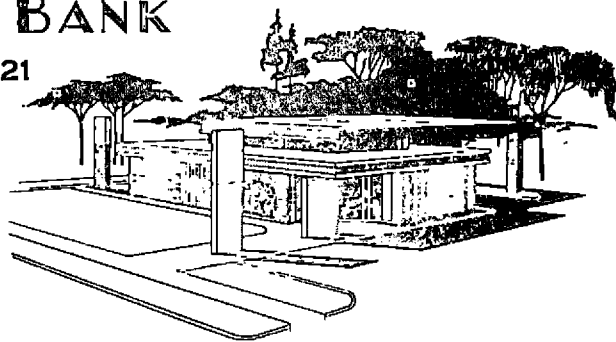
- 1. This report should be based upon the treasurer's books. Disbursements, Items 6 and 15, should include amounts actually paid out by the treasurer and should not include warrants issued by the secretary and not paid by the treasurer.
2. Statement of bank deposits, Item 22, should agree with affidavits from depository banks. The total amount of bank deposits should reconcile with total balances on hand June 30, 80 in Items 9 and 18.
3. Balances on hand July 1, 80, Items 1 and 10, should be the same as those reported on hand June 30, 80 in last year's report.

ANKENY STATE BANK

ANKENY, IOWA 50021



UPTOWN
THIRD and CHERRY



OFFICE
FIRST and SHARMIN

DEAN E. MINOR, Chairman of the Board
DONALD L. DAVIS, President and Trust Officer
JAMES W. ANGSTEAD, Vice-President and Ass't Trust Officer
HAROLD D. BARCUS, Ass't Vice President and
First Street Office Manager
GERALD T. FEHN, Ass't Vice President
RENA P. VANNI, Cashier

July 10, 1980

Irv Steinberg
% Des Moines Area Community College
2006 S. Ankeny Blvd.
Ankeny, Iowa 50021

Dear Mr. Steinberg;

Balances for the schools checking and savings accounts as of June 30, 1980 are as follows:

Checking (040-20-7)	\$867,677.93
Savings (6080-24-2)	\$288,782.68

Sincerely,

Rena Vanni
Cashier

RV/rmb

GARY L. ARMSTRONG, CPA
Auditor



July 10, 1980

Irv Steinberg, Controller
Des Moines Area Community College
2006 S Ankeny Blvd.
Ankeny, IA 50021

Dear Mr. Steinberg:

Per your phone call of July 8th we are confirming the following accounts and balances as of June 30, 1980 for the Des Moines Area Community College:

Checking Account - # 00 517 7 \$43,896.19

Savings Account - # 985077 7 \$9,015.28

Certificates of Deposit - \$7,773,500.00

Sincerely,


Gary L. Armstrong
Auditor

krr
encl.

RECEIVED

JUL 11 1980

BUSINESS



**des moines area
community college**

2006 S. ANKENY BLVD., ANKENY, IOWA 50021

PHONE 964-6200

July 15, 1980

Polk County Treasurer
Second & Court Avenue
Des Moines, Iowa 50319

Dear Sir:

Enclosed is our Treasurer's Annual Report for fiscal year
1979-1980.

Yours truly,

Irv Steinberg

Irv Steinberg
Controller

mp

cc: Paul Lowery, Superintendent
Eugene Snyders, Vice-President Business Management
✓ Charles Wright, Board Secretary



**des moines area
community college**

2006 S. ANKENY BLVD., ANKENY, IOWA 50021

PHONE 964-6200

July 15, 1980

Mr. Robert Yeager, Chief
Fiscal Control Section
Area Schools Division
Department of Public Instruction
Grimes State Office Building
Des Moines, Ia. 50319

Dear Mr. Yeager:

Enclosed is our Treasurer's Annual Report for Fiscal Year
1979-1980.

Yours truly,

Irv Steinberg
Controller

mp

cc: Paul Lowery, Superintendent
Eugene Snyders, Vice-President Business Management
✓ Charles Wright, Board Secretary



LUNDSTROM REALTY

104 E. 1st St. - 2202 W. 1st., Suite A ANKENY, IOWA 50021

PURCHASE AGREEMENT

Date 6/16 1980

To Des Moines Area Community College, Iowa

I/We hereby offer to purchase through Lundstrom Realty, agent, your property in Iowa, located at, or briefly described as follows 110.2 S.E. 1st. Blvd. Ankeny and legally described as: lot 11. Wapawan Acres, Plat 3

and agree to pay you therefor the sum of \$ 83,500 as follows:
\$ 5,000 with this offer, \$ upon acceptance of this offer.

\$ upon formal contract hereinafter referred to, is signed.

\$ 33,500 upon delivery of warranty deed,

and the balance by,

(a) Executing a formal contract for the purchase of said property, in which I/We agree to pay \$ at the rate of \$ or more, per month including interest, plus 1/12 of the annual taxes and insurance, until the entire purchase price, together with interest at the rate of % per annum, payable monthly, is paid, or until the amount due is reduced to the amount of the mortgage, now on or hereafter to be placed on said property. Monthly payments are to begin 19

(b) Buyer securing a mortgage on said property of \$ 49,500 with note interest at 11 3/4 % and payable 25 years or as scheduled in recorded mortgage contract if assumed.

In the event of a new mortgage, this offer is contingent upon a commitment for a new mortgage and the same shall be obtained not later than July 15, 1980

Other Terms and Conditions:

Items on the reverse side of this offer are considered as part of this offer.

1. TAXES, SPECIAL ASSESSMENTS AND CHARGES.

- a. All regular taxes due and payable in the fiscal year ending June 30, 19 81, are to be paid by the Sellers.
- b. All regular taxes for the current fiscal year due and payable in the fiscal year ending June 30, 19 82, are to be pro-rated between Buyers and Sellers as of the date of possession. The basis of such proration shall be the last known actual taxes payable. However, if such taxes are not based upon a full assessment of the present property improvements the proration shall be based on the current tax rate and the assessed value or actual value shown on assessors records at the time of settlement.
- c. All special assessments spread on the Treasurer's Books at the time of the acceptance of this offer are to be paid by the Sellers. All charges for solid waste removal, sewage, other utilities, and assessments for maintenance attributable to the sellers' possession are to be paid by the sellers.
- d. All subsequent taxes and special assessments are to be paid by the Buyers.

2. In the event a new mortgage is executed Buyer agrees to pay all costs involved therein. Seller agrees to pay a loan placement fee if necessary, not to exceed % of the amount of the mortgage obtained by the Buyer.

3. Possession to be given on or about Aug 1, 1980, and adjustments of interest, rents and damage deposits held by Seller to be made of like date, settlement to be made upon approval of title but not later than date of possession. Sellers agree to maintain existing insurance until closing. Buyer may purchase additional insurance.

4. The Seller is to furnish and continue the abstract of title within a reasonable time from date of acceptance, to date of delivery of deed or formal contract, showing good and merchantable title, free and clear of all taxes, assessments, liens and encumbrances, other than those specified, except building restrictions, easements, mineral reservations made by former owners. In case we find that the abstract does not show good and merchantable title, we agree to submit to you in writing our objections and to give you reasonable time to perfect a merchantable title.

5. It is understood that no representations made by the agent in the negotiation of this sale are being relied upon unless incorporated herein in writing. Any agreement written on the back hereof, and there signed by the parties, shall be a part of this contract.

6. Shades, curtain rods, shutters, venetian blinds, awnings, storm sash, screens, showers, automatic heating equipment, central air conditioning, water heater, water softener, television aerial, electric and other attached fixtures as installed

are to be left with the house including carpeting, as now installed, unless excepted on the back of this contract and there signed by the parties. All appliances and mechanical components of property shall be in working and/or operating condition at time of closing unless excluded in this statement.

7. If the Seller fails to fulfill this agreement he will pay to the agent the regular commission in full, and the Buyer shall have the right to have all payments returned, or to proceed by any action or actions at law or in equity, and the Seller agrees to pay costs and attorney fees, and a receiver may be appointed.

8. If the Buyer fails to fulfill his agreement, the Seller may forfeit the same as provided in the existing Code of Iowa, and all payments made herein shall be forfeited to the extent of the commission it shall first be paid to the agent in full discharge of Seller's obligation for commission to the agent, and the balance, if any, shall be paid to and become the property of the Seller, or the Seller may proceed by any action or actions at law or in equity and the Buyer agrees to pay costs and attorney fees, including the agent's commission and any other expenses incurred by the Seller as liquidated damages, and a receiver may be appointed for all payments made herein to the extent of the commission shall be first paid to the agent in full discharge of the Seller's obligation for the agent's commission, and the balance, if any, shall be paid to and become the property of the Seller.

9. In the performance of each part of this agreement, time shall be of the essence.

10. All funds deposited hereunder as part payment as herein above set forth shall be held by Lundstrom Realty in trust pending acceptance of this offer, examination of the abstract and delivery of deed or formal contract and buyer authorizes the Company financing his purchase to pay all funds to Lundstrom Realty as agents for the Seller, and Seller authorizes Lundstrom Realty to accept same.

11. It is agreed that at time of settlement, funds of the purchase price may be used to pay taxes and other liens to comply with the above requirements, same to be handled under supervision of Lundstrom Realty, agent, and subject to approval of Buyer's attorney on title questions involved, and needed to produce merchantable title.

12. When accepted this offer shall become a binding contract for the sale and purchase of the above described premises and the Seller shall pay said agent 5% commission on improved property of 7 1/2% commission on vacant lots and 10% commission on business enterprises and inventories, payable in Des Moines, Iowa. Minimum commission shall be \$500. If this offer is not accepted by the Seller on or before June 20, 1980, it shall become null and void and the initial payment shall be repaid to the Buyer without liability on the part of Lundstrom Realty, to either party.

13. THIS IS A LEGALLY BINDING CONTRACT. IF NOT UNDERSTOOD, SEEK COMPETENT ADVICE.

X William A. Womble

X Beth J. Womble
Purchaser
Purchaser

Address Phone

I hereby accept the above offer this 18th day of June, 1980 and agree to pay Lundstrom Realty, the commission for the sale as above provided. THIS ACCEPTANCE IS SUBJECT TO BOARD APPROVAL AT JULY 14, 1980 BOARD MEETING.

Des Moines Area Community College
by Charles W. Womble, Bd. Secy.

Address Phone

Salesman Charles W. Womble
Listing Salesman or Co. Womble

Mortgage or Abstract at DMACC, J.R.V. STEINBERG.
Buyers Attorney 1112

6/16/80

The following items are to be included as part of the offer on the reverse side.

1. Floor covering allowance of \$3500 included in this offer.
2. Range + oven allowance of \$500 is included in this offer.
3. Landscaping allowance of \$1,500 is included in this offer.
4. Replace cracked area of driveway next to North garage door. See footnote *
5. Replace Broken window in living room. ^{one paneled}
6. Slim shades to be added to all windows.
7. Outside light fixtures to be added.
8. Supply missing light bulbs in downstairs bathroom light fixture and in main bathroom.

Buyers William A. Womble
Beth J. Womble

* ~~Footnote~~ Clarification of items above -

no. 4 - We agree to saw out and replace damaged portion of concrete only, approximately 3 foot by 4 inches.

no. 6 - Excludes garage windows

Des Moines Area Community College, by Charles Wright,
Bo. Reg. 18 June 1980



WARRANTY DEED (CORPORATE)

Know All Men by These Presents:

That Des Moines Area Community College
having its principal place of business at _____, in _____
County and State of Iowa, a corporation organized and existing under the
laws of Iowa, in consideration of the sum of One Dollar and other
good and valuable consideration
in hand paid does hereby CONVEY unto Raymond C. Heim and Phyllis J. Heim, husband and
wife

Grantees' Address: Carroll County, Iowa
the following described real estate situated in Carroll County, Iowa, to-wit:

Lot 12, Block 3, Applewood Knolls Addition
to Carroll, Carroll County, Iowa

And said Corporation hereby covenants with said grantees, and successors in interest, that it holds said real estate by title in fee simple; that it has good and lawful authority to sell and convey the same; that said premises are free and clear of all liens and encumbrances whatsoever, except as may be above stated; and it covenants to Warrant and Defend the said premises against the lawful claims of all persons whomsoever, except as may be above stated.

Words and phrases herein, including acknowledgement hereof, shall be construed as in the singular or plural number, according to the context.

IN WITNESS WHEREOF said corporation has caused this instrument to be duly executed this 12th
day of August, 19 80.

DES MOINES AREA COMMUNITY COLLEGE

By Eldon Leonard, President
Title
By Charles K Wright, Secretary
Title

(Grantors' Address)

STATE OF IOWA, Polk COUNTY, ss.

On this 12th day of August, A.D. 19 80, before me, the undersigned, a Notary Public in and for said County and said State, personally appeared Eldon Leonard and Charles K Wright to me personally known, who, being by me duly sworn, did say that they are the President and Secretary respectively, of said corporation; that (no seal has been procured by the said) (the seal-affixed thereto is the seal of said) corporation; that said instrument was signed and sealed on behalf of said corporation by authority of its Board of Directors; and that the said Eldon Leonard and Charles K Wright as such officers, acknowledged the execution of said instrument to be the voluntary act and deed of said corporation, by it and by them voluntarily executed.

Notary Public In and for said County and said State.

Please type or print names under signatures as per Sec. 335.2 Code of Iowa as amended

Proposed Board Policy

Series Number: 756

Title: Insurance
Safety Program

The Board of Directors believes that the safety of its students, employees, visitors, and operations is essential; intends that the college comply with all safety laws and ordinances; and desires to maintain neat, clean, attractive, and healthful working conditions.

To accomplish these intentions, the Chief Executive Officer will establish a Safety Committee that will conduct safety inspections and investigate accidents.

Board Adoption _____	Legal Reference <u>280A. 23.5</u>
_____	_____
_____	_____

WHEREAS the Story County Board of Supervisors has requested that the Board of Directors of Des Moines Area Community College (Merged Area XI) consent to the assignment of Certificate of Purchase #10604 (Lots 3, 4, 5 of subplot 4, Lot A NW $\frac{1}{4}$ NW $\frac{1}{4}$ Section 27, Township 82, Range 22, within the City of Maxwell) to the City of Maxwell, Iowa, and

WHEREAS taxes have not been collected on said property since 1975, and

WHEREAS said property is now owned by Story County as a result of a tax sale, and

WHEREAS the Board of Directors of Des Moines Area Community College would receive less than \$4.00 in taxes from said property if taxes were paid, then

BE IT RESOLVED that the Board of Directors of Des Moines Area Community College (Merged Area XI) does hereby consent to the assignment of the subject property to the City of Maxwell, Iowa.

DES MOINES AREA COMMUNITY COLLEGE
Regular Board Meeting
Monday, June 9, 1980
Auditorium - Urban Campus
5th & College, Des Moines

AGENDA

6:30 P.M. CALL TO ORDER

REMARKS BY MORRIS JOHNSON

1. APPROVAL OF TENTATIVE AGENDA
2. PUBLIC COMMENTS
3. APPROVAL OF MINUTES - May 12 regular meeting and May 12 public hearings
4. REPORTS
 - a. ICASB - Rowen
 - b. Funding formula & Area Supts. - Lowery
 - c. Status of statewide data processing system - Snyders
 - d. Monthly financial - Snyders
5. NEW BUSINESS
 - a. Personnel report.
 - b. Salaries for administrative/professional; auxiliary services; clerical/secretarial; food service; and plant maintenance and operations for school year 1980-81.
 - c. Salary increases for part-time and daily rate instructors for FY 81.
 - d. Action on Superintendent's recommendation for termination of employees.
 - e. Recommend increase in present student fee charges; also recommend additional fee charges.
 - f. Proposed tuition increase for FY 81 for:
 - (1) Adult & Continuing Education
 - (2) Part-time students in Career Education & Arts & Sciences.
 - g. First reading of new board policy #756, Insurance - Safety Program.
 - h. Discontinuation of Mobile Career Exploration Center due to funding problems, effective June 30, 1980.
 - i. Consideration of offers to buy student constructed house located at 215 East Todd Terrace, Carroll (listed at \$70,000).

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5. NEW BUSINESS (continued)
 - j. Approval to sell student constructed house located at 1102 SE Rio Drive, Ankeny, and establish listing price.
 - k. Appointment of Duane Spicer, President, Ankeny National Bank, as DMACC Treasurer, effective July 1, 1980.
 - l. Chief negotiator's services for school year 1980-81.
6. OTHER
 - a. ICASB boards and bargaining conference - 9:30 a.m. - 3:30 p.m., Monday, June 16, Gateway Center, Ames.
7. PRESENTATION OF CLAIMS AND ACCOUNTS
8. ADJOURNMENT