

Des Moines Area Community College

## Open SPACE @ DMACC

---

Board of Directors Meeting Minutes

---

12-21-1981

### **Board of Directors Meeting Minutes (December 21, 1981)**

DMACC

Follow this and additional works at: <https://openspace.dmacc.edu/boardminutes>

---

DES MOINES AREA COMMUNITY COLLEGE  
Regular Board Meeting  
December 21, 1981  
Urban Campus - Room 122 B & C

AGENDA

1. Call to Order - 5:30 p.m.
2. Roll Call
3. Approval of Tentative Agenda
- 3.5 Presentation by Willard Biner, General Motors Training---
4. Public Comments
5. Board Consideration of Minutes of November 9, 1981 Regular Meeting
6. Board Consideration of Minutes of November 23, 1981 Special Meeting
7. Board Consideration of Minutes of December 9, 1981 Special Meeting
8. Appoint Representative to Serve on General Advisory Committee
9. Program Advisory Committee Member Appointments
10. Release of Retainage for Building 1 and 5 contracts
11. Consideration of offers to purchase student constructed house located at 1929 Joan Avenue, Carroll, Iowa
12. Approve charging off to Bad Debt Account a total of \$1,761.40 which represents Spring Quarter 1980-81 registration
13. Resolution naming depository banks and maximum deposits, effective July 1, 1982, designating Ankeny State Bank as bank for checking account for all funds other than Plant Fund and Bankers Trust as Bank for Plant Fund checking account
14. Approve resolution authorizing the issuance of warrants in anticipation of the revenues of the General Fund of the Des Moines Area Community College (Merged Area XI), State of Iowa, for the year 1981-82.
15. Board consideration of personnel
16. Board consideration of Financial Report
17. Presentation and consideration of Payables
- 17.5 Items of interest by Superintendent Borgen
18. Adjournment

⑦

588

July 13, 1981

to

Dec. 21, 1981

1474

INFORMATION ITEMS

1. The next meeting will be held January 18, 1982 at the Ankeny Campus.
2. Photos of Board Members will be taken at the January 1982 meeting.

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

REGULAR MEETING

DECEMBER 21, 1981 The regular meeting of the Des Moines Area Community College Board of Directors was held at the Urban Campus, Room 122B,C, Des Moines, Iowa, on December 21, 1981. The meeting was called to order by Board President Eldon Leonard at 5:30 p.m.

ROLL CALL

Members Present:

Raymond Clark  
Georganne Garst  
Eldon Leonard  
Theodore Nemmers  
Herbert Ritland  
Walter A. Stover, Jr.

Members Absent:

DeVere Bendixen  
Jasper Risdal  
Donald Rowen

Others Present:

Joseph A. Borgen, Superintendent  
Eugene R. Snyders, Board Secretary  
Various other DMACC staff and interested residents

AGENDA AMENDED

It was moved by R. Clark and seconded by G. Garst that the Agenda be amended to include a presentation by Willard Biner (Item 4.5) and a report by Superintendent Borgen (Item 17.5).

APPROVAL OF  
TENTATIVE AGENDA

It was moved by R. Clark and seconded by G. Garst that the tentative agenda be approved as amended.

The motion was passed unanimously.

PRESENTATION  
GM TRAINING

A report was given by Willard Biner, Chairperson of the Automotive Program, on General Motors training taught by Des Moines Area Community College staff.

DIRECTOR ROWEN  
ARRIVES

Director D. Rowen arrived at 5:40 p.m.

APPROVAL OF  
MINUTES

It was moved by G. Garst and seconded by T. Nemmers that the minutes of the regular meeting of November 9, 1981 be approved after correction, and the special meetings of November 23, 1981 and December 9, 1981 be approved as printed. The two corrections for the November 9, 1981 meeting are the addition of Board Members absent and Board Member W. Stover's name to read 'Walter A. Stover, Jr.' on the Roll Call of the Construction Hearing Special Meeting.

The motion was passed unanimously.

APPOINTMENT TO  
GENERAL ADVISORY  
COMMITTEE

It was moved by D. Rowen, seconded by T. Nemmers, that the appointment of Mrs. Evelyn Davis, District Number 7, to the General Advisory Committee be made. Term Expires 8/30/84.

Motion passed unanimously.

APPOINTMENT OF  
ADVISORY COMMITTEE  
MEMBERS

It was moved by G. Garst, seconded by H. Ritland, that Advisory Committee members for vocational and career option programs be appointed as shown on listing attached hereto (Attachment #1), and which is made a part of these minutes, commencing with fall quarter, 1981.

Motion passed unanimously.

REDUCTION OF 10%  
RETAINAGE FOR  
BUILDINGS 1 AND 5

It was moved by D. Rowen, seconded by R. Clark, that approval be given to reduce the retainage from 10% to 5% effective December 22, 1981, for the Building 1 and 5 contractors.

Motion passed unanimously.

SALE OF STUDENT  
CONSTRUCTED HOUSE  
LOCATED AT 1929  
JOAN AVENUE,  
CARROLL, IOWA

It was moved by H. Ritland, seconded by G. Garst, that the student constructed house located at 1929 Joan Avenue, Carroll, Iowa, be sold to Roderick H. and Marie A. Von Eschen for \$68,000.00 and the Board Secretary be authorized to sign the Offer to Buy and Acceptance included as Attachment #2.

The motion passed unanimously.

APPROVE CHARGE OFF  
TO BAD DEBT ACCOUNT

It was moved by H. Ritland, seconded by T. Nemmers, that approval be given to charging off to Bad Debts in the amount of \$1,761.40 (Attachment #3) charges representing Spring Quarter 1980-81 registration tuition and fees.

Motion passed unanimously.

APPROVAL OF  
RESOLUTION NAMING  
DEPOSITORY BANKS

It was moved by R. Clark, seconded by D. Rowen, that the list of depository banks presented as in Attachment #4, be approved effective 1 July 1982.

The motion was passed unanimously by roll call vote.

APPROVAL OF  
RESOLUTION  
AUTHORIZING  
ANTICIPATORY  
WARRANTS

It was moved by W. Stover, seconded by R. Clark, that the resolution authorizing the issuance of warrants in anticipation of the revenues of the general fund of the Des Moines Area Community College (Merged Area XI), for the year 1981/1982 be adopted as included in Attachment #5.

The resolution was unanimously adopted on a roll call vote.

APPROVAL OF  
PERSONNEL REPORT

It was moved by D. Rowen, seconded by H. Ritland, that the Personnel Report be approved for all items listed, to include Contract Changes, SDU Lane Changes, Extension of Contracts, Resignations and New Personnel. A copy of this report is attached hereto (Attachment #6) and made a part of these minutes.

Motion passed unanimously.

MONTHLY  
FINANCIAL  
REPORT

The monthly Financial Report was presented by Irv Steinberg, Controller. A copy of the report is attached hereto (Attachment #7) and made a part of these minutes.

PAYABLES

It was moved by T. Nemmers, seconded by G. Garst, that the payables be approved as submitted.

The motion was passed unanimously.


ITEMS OF  
INTEREST

Several items of interest were presented by Dr. Borgen to the Board verbally. These appeared previously in a memo to the Board but were recapped again.

ADJOURNMENT

It was moved by W. Stover, seconded by D. Rowen, that the meeting be adjourned. Motion passed and the meeting adjourned at 6:30 p.m.

  
\_\_\_\_\_  
ELDON LEONARD, President

  
\_\_\_\_\_  
Eugene R. Snyder, Secretary

**des moines area  
community college**

2006 S. ANKENY BLVD., ANKENY, IOWA 50021

PHONE 964-6200

# Memorandum

DATE October 5, 1981

TO Joe Borgen, President

FROM Carroll Bennett, Vice President,  
Instruction

RE: Advisory Committee Additions

Location

Location

**MEDICAL SECRETARIAL ADVISORY COMMITTEE**

Mrs. Betty Ehlert  
Office Manager  
1039 - 5th Avenue  
Des Moines, Iowa 50314  
Term: 2 year  
Supervisor  
Non-union

**AUTO BODY ADVISORY COMMITTEE**

Mr. Mike Feeley  
F & M Body Supply  
405 S.W. 8th Street  
Des Moines, Iowa 50309  
Business: 282-4472  
Term: 3 year

**LEGAL SECRETARIAL ADVISORY COMMITTEE**

Mrs. True Sherman  
2904 Patricia Drive  
Des Moines, Iowa 50322  
Home: 276-4218  
Term: 3 year  
Retired

**HOTEL AND RESTAURANT ADVISORY COMMITTEE**

Mr. Larry J. Spinney  
1610 N.W. 10th Street  
Ankeny, Iowa 50021  
Home: 964-8504  
Term: 3 year

Mr. Peter Hubschmitt  
General Manager  
Marriott Hotel  
700 Grand Avenue  
Des Moines, Iowa 50309  
Business: 245-5500  
Home: 225-2169  
Term: 3 year

**ELECTRONICS TECHNOLOGY ADVISORY COMMITTEE**

Mr. Jim North  
Digital Equipment Corporation  
Field Service Engineer  
625-629 E. 2nd  
Des Moines, Iowa 50316  
Business: 282-1951  
Term: 3 year

REC'D VICE PRES  
NOV 3 1981  
INSTRUCTION



# Memorandum

## des moines area community college

2006 S. ANKENY BLVD., ANKENY, IOWA 50021

RECEIVED

PHONE 964-6200

NOV 13 1981

RECEIVED

NOV 13 1981

SUPI'S OFFICE

Location

Location

BUSINESS MANAGEMENT

DATE November 12, 1981  
 TO Joe Borgen, President  
 FROM Carroll Bennett, Vice President,  
 Instruction  
 RE: Advisory Committee Additions and Changes

I recommend approval by the Board of these additions and changes to the instructional advisory committees.

ACCOUNTING ADVISORY COMMITTEE

Mr. Jim Henkel  
 Change from 3-year term to 1-year

AGRI-BUSINESS ADVISORY COMMITTEE

Mr. Chris Gilmore  
 Livestock Specialist  
 Farmland Industries  
 P. O. Box 227  
 Winterset, Iowa 50273  
 Term: 3-year

BUSINESS OCCUPATIONS - CETA

Ms. Betty J. Taft  
 R. L. Polk  
 6000 Cottage Drive  
 Des Moines, Iowa 50311  
 Home: 277-2555  
 Term: 3-year

CRIMINAL JUSTICE

Mr. Shane Antle  
 Patrolman,  
 Ankeny Police Department  
 313 S.E. 2nd Street  
 Ankeny, Iowa 50021  
 Home: 964-9529

Mr. John Lewis  
 Patrolman,  
 Des Moines Police Department  
 2305 N.W. 70th Avenue  
 Ankeny, Iowa 50021  
 Home: 289-1410

HEAVY EQUIPMENT TECHNOLOGY

Mr. Lou Williams  
 Hicklin GM Power Company  
 I-80 & 2nd Avenue  
 Des Moines, Iowa 50333  
 Business: 286-4826

Mr. Arnold F. Schroeter  
 Diesel Specialities, Inc.  
 3211 Delaware  
 Des Moines, Iowa 50313  
 Business: 265-7318

Mr. Bill Gorman  
 Shop Forman  
 Cummins Great Plains Diesel, Inc.  
 1680 N.W. 51st Avenue  
 Des Moines, Iowa 50316  
 Business: 262-9591

Mr. Dennis Stube  
 Shop Superintendent  
 American Freight Systems, Inc.  
 5185 N.E. 22nd Street  
 Des Moines, Iowa 50317  
 Business: 265-6115

CB/ms



# OFFER TO BUY AND ACCEPTANCE

Approved by the Iowa Association of Realtors



To Des Moines Area Community College (herein designated as Sellers),

THE UNDERSIGNED (herein designated as Buyers) hereby offer to buy the real property situated in Carroll County, Iowa, located at and briefly described as \_\_\_\_\_, and legally described as:

Lot 2, Block 18, Applewood Knolls Addition to Carroll,  
Carroll County, Iowa.

together with any easements and servient estates appurtenant thereto and subject to zoning restrictions, restrictive covenants, leases, easements and mineral reservation, if any, and agree to pay you for such property the sum of \$ 68,000.

AS FOLLOWS:  
\$1000.00 with this offer to be held in trust by Eastgate Real Estate Trust, seller's agent (hereinafter referred to as Broker) pending delivery of final papers and the balance upon delivery of warranty deed or upon execution of a real estate contract as hereinafter provided. Select (A) or (B) or (C) below:

(A) NEW MORTGAGE: This contract is contingent upon the buyers obtaining a commitment for a new \_\_\_\_\_ mortgage no later than \_\_\_\_\_, 19\_\_\_\_. All usual costs incurred in securing such mortgage shall be paid by the \_\_\_\_\_. Sellers agree to pay the loan placement fee, if required, not to exceed \_\_\_\_\_% of the mortgage obtained by Buyers. The balance of the purchase price less the proceeds of such mortgage shall be paid by the Buyers in cash.

(B) ASSUMPTION OF MORTGAGE OR CONTRACT: The Buyers shall pay a portion of the purchase price by assuming and agreeing to pay a mortgage or contract currently on this property with a balance of \$ \_\_\_\_\_, with interest at \_\_\_\_\_% and payable \_\_\_\_\_ per month (Principal and Interest), interest to be adjusted to the date of possession. If consent of the mortgagee is necessary for such assumption this contract is subject to such consent and the Buyers agree to pay any required loan assumption fee and execute necessary assumption documents. The balance of the purchase price shall be paid by the Buyers in cash.

(C) INSTALLMENT CONTRACT: Buyers shall make an additional payment of \$ \_\_\_\_\_ at settlement, and for the balance of the purchase price Buyers and Sellers will execute an installment contract on forms commonly used and accepted in Iowa in which Buyers 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 or hereafter to be placed on the property, at which time the sellers shall deliver to buyers a Warranty Deed, Monthly payments are to begin \_\_\_\_\_, 19\_\_\_\_.

(D) OTHER PLAN: The balance of \$ 67,000.00 shall be paid upon delivery to buyers of a warranty deed.

This agreement is also subject to the following conditions:

1. TAXES, SPECIAL ASSESSMENTS AND CHARGES.
  - a. All regular taxes due and payable in the fiscal year ending June 30, 1981, 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, 1982, 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. POSSESSION AND SETTLEMENT. Possession to be given on or before March 1, 1982, and adjustment of interest and rents to be made of like date. Settlement shall be made upon approval of title but not later than date of possession.
3. INSURANCE. Sellers shall maintain \$ adequate of fire, windstorm and extended coverage insurance until possession is given and shall forthwith secure endorsements on the policies in such amount making loss payable to the parties as their interests may appear. Risk of loss from such hazards is on Buyers only when and as soon as (1) this offer is signed by both Sellers and Buyers and (2) upon performance of this paragraph by Sellers, and (3) after a copy hereof is delivered to Buyers. Buyers, if they desire, may obtain additional insurance to cover such risk. If Buyers purchase on installment contract, they shall, at their own expense, after possession, keep in effect fire, windstorm and tornado insurance, with extended coverage, for the benefit of the parties hereto, in an amount not less than the unpaid balance of the purchase price. The policies shall be delivered to the Sellers.
4. FIXTURES. (a) All personal property that integrally belongs to or is part of the real estate, whether attached or detached, such as wall to wall carpeting, light fixtures, shades, rods, blinds, venetian blinds, awnings, storm windows, storm doors, storm sashes, screens, attached linoleum, plumbing fixtures, water heaters, water softeners, automatic heating equipment, air conditioning equipment other than window type, door chimes, built-in items and electrical service cable, fencing and other attached fixtures, trees, bushes, shrubs and plants, shall be considered a part of real estate and included in this sale except \_\_\_\_\_.
5. CONDITION OF PROPERTY. The real estate (and any personal property contracted for) as of date of this offer, and in its present condition will be preserved and delivered intact at the time possession is given. Sellers warrant all mechanical and electrical equipment is in reasonable working condition. The agent makes no representations or warranties as to the physical or mechanical condition of the property, real or personal.
6. TERMITES. Buyers at their option and expense may have this property inspected for termites within seven (7) days of the acceptance of this offer or receipt of a loan commitment (if this agreement is contingent upon a loan commitment). If as a result of such inspection active termite infestation of the structure is discovered by the Buyers they may void this contract by written notice to the Sellers within three (3) days after inspection.
7. ADDITIONAL PROVISIONS. This offer is made subject to the additional terms and provisions of Paragraphs 11 and 18, inclusive, printed on the reverse side hereof, without requirement of additional signatures.
8. ACCEPTANCE. When accepted this offer shall become a binding contract for the sale and purchase of the above described premises, and the Sellers shall pay the Broker 6% commission on real estate and \_\_\_\_\_% commission on business enterprises and inventories, payable in \_\_\_\_\_, Iowa. Minimum commission shall be \$ \_\_\_\_\_. If this offer is not accepted by the Sellers on or before \_\_\_\_\_, 19\_\_\_\_, it shall become null and void and the initial payment shall be repaid to the Buyers without liability on the part of agent to either party.
9. REPRESENTATIONS. It is understood that no representations made by the Broker or salesperson in the negotiation of this sale are being relied upon unless incorporated herein in writing and this property has not been offered or shown to Buyers by another person or agency.
10. TIME. In the performance of each part of this agreement, time shall be of the essence.

We hereby accept the above offer this 21 day of December 1981 and agree to pay Broker the commission for the sale as above provided.

Roderick H. Von Eschen  
Buyer  
Maria C. Von Eschen  
Buyer

Ernest R. ...  
Seller  
Seller

THIS IS A LEGALLY BINDING CONTRACT. IF NOT UNDERSTOOD SEEK LEGAL ADVICE.  
See reverse side for further conditions and provisions.

BE IT RESOLVED by the DES MOINES AREA COMMUNITY COLLEGE of (Insert here board of supervisors, township trustees, board of school directors, city council, or other governing body)

MERGED AREA XI, in POLK County, Iowa: That we do hereby designate (Insert here county, township, school district, city, or other political subdivision)

the following named banks to be depositories of the DES MOINES AREA COMMUNITY COLLEGE EFFECTIVE (Insert here county, township, school district, city, or other political subdivision)

July 1, 1982 funds in amounts not to exceed the amount named opposite each of said designated

depositories and the Controller is hereby authorized to deposit (Insert here county treasurer, township clerk, school district treasurer, city treasurer, or other legal custodian)

the DES MOINES AREA COMMUNITY COLLEGE funds in amounts not to exceed in the aggregate the (Insert here county, township, school district, city, or other political subdivision)

amounts named for said banks as follows, to-wit:

NAME OF DEPOSITORY	LOCATION	Maximum Deposit in effect under prior resolution	Maximum Deposit under this resolution
BOONE STATE BANK & TRUST	Boone, Iowa	(\$ 100,000.00)	\$ 100,000.00
CITIZENS NATIONAL BANK	Boone, Iowa	(\$ 25,000.00)	\$ 25,000.00
ANKENY NATIONAL BANK	Ankeny, Iowa	(\$ 4,000,000.00)	\$ -0-
ANKENY STATE BANK	Ankeny, Iowa	(\$ 10,000.00)	\$ 4,000,000.00
BANKERS TRUST COMPANY	Des Moines, Iowa	(\$ 8,500,000.00)	\$ 8,500,000.00
FIRST FEDERAL STATE BANK	Des Moines, Iowa	(\$ 100,000.00)	\$ 100,000.00
COMMERCIAL SAVINGS BANK	Carroll, Iowa	(\$ 50,000.00)	\$ 50,000.00
		(\$ )	\$
		(\$ )	\$
		(\$ )	\$
		(\$ )	\$
		(\$ )	\$

The vote on the resolution is as follows:

AYES:

NAYS:

Ray Clark  
Eldon Leonard  
Walter A. Stover, Jr  
Georganne Garst  
Herbert Ritland  
Donald Rowen  
Theodore Nemmers

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

Dated at Ankeny, Iowa, this 21st day of December, 1981

SEAL

Eugene Snyder  
 (Secretary, Clerk or County Auditor)

NOTE: The foregoing resolution should be certified in duplicate to the Treasurer of State, after approved by him, his findings will be endorsed on one copy, which will be returned to the proper officer for his files.

Section 453.1 Deposits in general. All funds held in the hands of the following officers or institutions shall be deposited in banks as are first approved by the appropriate governing body as indicated: For the treasurer of state, by the executive council; for the county treasurer, recorder, auditor, sheriff, township clerk, clerk of the district court, and judicial magistrate, by the board of supervisors; for the city treasurer, by the city council; for the county public hospital or merged area hospital, by the board of hospital trustees; for a memorial hos-

pital commission; for a school corporation, by the board of school directors; provided, however, that the treasurer of state and the treasurer of each political subdivision shall invest all funds not needed for current operating expenses in time certificates of deposit in banks listed as approved depositories pursuant to this chapter or in investments permitted by section 452.10. The list of public depositories and the amounts severally deposited therein shall be a matter of public record. The term "bank" means a bank or a private bank, as defined in

section 524.103.

Section 453.3 Increase conditionally prohibited. The maximum amount so permitted to be deposited in a named bank shall not be increased except with the approval of the treasurer of state.

Section 454.6 Duty of treasurers. It shall be the duty of all school treasurers, city treasurers, or other financial officers designated by the city council, and township clerks of the county to keep on file with the county treasurer a list of such depositories.

**des moines area  
community college**

2006 S. ANKENY BLVD., ANKENY, IOWA 50021

PHONE 964-6200

# Memorandum

DATE Dec 8, 1981

TO Board Secretary

FROM Irv Steinberg *ISW* *ISW*

RE: Dec 21,81 Board Agenda Item

**RECEIVED**

Location DEC 8 1981

Location BUSINESS MANAGEMENT

Item: Approve charging off to Bad Debt Account a total of \$1,761.40 which represents Spring Quarter 1980-81 registration.

Itemized listing of students and amounts attached.

Background: Efforts to collect these amounts have not been successful to date, and due to the age of the accounts we need to have Board authority to clear our General Ledger of such amounts from the more active Accounts Receivable.

Regardless of being charged off to "Bad Debts" the subsidiary student individual records will continue to show this indebtedness and a Restriction code preventing the student from registering in the future prior to payment of amount due.

The Board previously, at Oct 12,81 meeting, approved a similar charge off to Bad Debt for Winter Quarter 1980-81 registration.

\*FE-14  
 DATE 12/03/81 SPRING 81

DES MOINES AREA COMM. COLLEGE  
 UNPAID BALANCE REPORT

Attachment # 3

Data Documents, Inc. 02

NAME	PREV TERM	CURR TERM	TOTAL
ABBOTT, JULIE ANN	0.00	2.00	2.00
ABDULLAH, ABDWLAZIZ F	0.00	7.00	7.00
ADAMS, LINDA M	0.00	12.00	12.00
ALHAJJE, EBRAHEEM ALI	0.00	2.00	2.00
ALJUHAIL, M SALAH	0.00	2.00	2.00
ANDREINI, SHARI LYNN	0.00	5.00	5.00
ASMAN, JACQUELYN JEAN	0.00	5.00	5.00
BALL, JEFFREY	0.00	2.00	2.00
BALTISBERGER, THOMAS	0.00	66.50	66.50
BARNEYCASTLE, CHARLOT	0.00	30.00	30.00
BELAHI, HASSEN	0.00	2.00	2.00
BENDER, CONNIE K	0.00	10.80	10.80
BIRMINGHAM, TAMARA SU	0.00	14.00	14.00
BOLTON, REBECCA SUSAN	0.00	2.00	2.00
BONHAM, KEVIN D	0.00	26.00	26.00
BRIGHT, GEORGE	0.00	2.00	2.00
BURGER, CHRISTIAN D	0.00	4.00	4.00
BYLUND, ORVIL WAYNE	0.00	2.00	2.00
CAMBRON, JOYCE E	0.00	15.00	15.00
CATES, PAMELA R	0.00	15.00	15.00
CHRISTY, TODD L	0.00	15.00	15.00
CLARK, BARB L	0.00	2.00	2.00
COLLETT, IRENE M	0.00	15.00	15.00
COMEGYS, JACK VONNE	0.00	125.00	125.00
GROSS, BETTY R	0.00	63.00	63.00
DARRAH JR, DAVID RICH	0.00	20.00	20.00
DUKE, JOHNNY C.	0.00	123.60	123.60
DUNN, DONNA L	0.00	7.00	7.00
ELLIS, CYNTHIA LYNN	0.00	14.50	14.50
ESFAHANI, SAID NASR	0.00	2.00	2.00
FORSYTH, V. LOUISE	0.00	17.50	17.50
GAINES, PEGGY A.	0.00	20.00	20.00
GINSBERG, JOAN M	0.00	14.00	14.00
GREENE, ANTHONY T	0.00	2.00	2.00
GUSTAFSON, BETTY A	0.00	24.00	24.00
HEIDBREDER, RICHARD L	0.00	4.00	4.00
HERRSTROM, GRETA L.	0.00	6.00	6.00
HUFF, CONNIE LOU	0.00	5.00	5.00
JOBUSCH, JEFF P	0.00	2.00	2.00
JOHNSTON, TAMMY RAE	0.00	125.00	125.00
JUDD, DOUGLAS F	0.00	20.00	20.00
JULANDER, CHERYL J	0.00	30.00	30.00
KING, DENISE D	0.00	66.50	66.50
LOTT, MARK ALLEN	0.00	20.00	20.00
LOUNSBURY, LANCE KEVI	0.00	72.50	72.50
MALLAS, MICHAEL WARRE	0.00	4.00	4.00
MILLER, JAMES	0.00	2.00	2.00
MILLER, RITA	0.00	14.00	14.00
MINYARD, JOHN C.	0.00	13.50	13.50
MOORMAN, KATHLEEN GAY	0.00	4.00	4.00
NUNNIKHOVEN, NORMA J	0.00	6.00	6.00
PARIS, GREG	0.00	2.00	2.00
QUERIO, JOHN THOMAS	0.00	2.00	2.00
REED, GEORGE F	0.00	239.50	239.50
RITTER, HARRY I	0.00	6.00	6.00
ROWLEY, BETTY	0.00	5.00	5.00

\*FE-14

DATE 12/03/81

SPRING 81

DES MOINES AREA COMM. COLLEGE  
UNPAID BALANCE REPORT

PAGE 2

NAME	PREV TERM	CURR TERM	TOTAL
SHEPHERD, STEVE D	0.00	2.00	2.00
SHIVERS, STACY JO	0.00	63.30	63.30
SIMON, LEE C	0.00	14.00	14.00
STUDER, SUSAN ANN	0.00	17.00	17.00
TAUBERT, WENDY L	0.00	4.00	4.00
TAYLOR, ANTHONY DAVID	0.00	2.00	2.00
UMDREM, SUNDAY	0.00	43.00	43.00
VICTOR, CAROL J	0.00	2.00	2.00
WEATHERS, ROBERT W	0.00	2.00	2.00
WEBER, DARRYL LANCE	0.00	228.70	228.70
WELDON, MICHAEL J.	0.00	20.00	20.00
WOLSKI, DIANE MARIE	0.00	2.00	2.00
ZAVALA, BETH	0.00	21.50	21.50
	0.00	1,761.40	1,761.40

(This Notice to be posted)

NOTICE AND CALL OF PUBLIC MEETING

Governmental Body: The Board of Directors of the Des Moines Area Community College (Merged Area XI), State of Iowa.

Date of Meeting: December 21, 1981

Time of Meeting: 5:30 p.m.

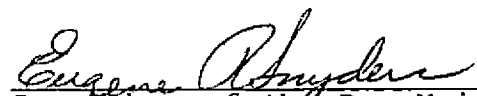
Place of Meeting: Urban Campus--Room 122 B & C  
1107 7th Street, Des Moines, Ia.

PUBLIC NOTICE IS HEREBY GIVEN that the above mentioned governmental body will meet at the date, time and place above set out. The tentative agenda for said meeting is as follows:

- Resolution authorizing the issuance of warrants in anticipation of the revenues of the general fund of the Des Moines Area Community College (Merged Area XI), State of Iowa, for the year 1981/1982

Such additional matters as are set forth on the additional 1 page(s) attached hereto.  
(number)

This notice is given at the direction of the President pursuant to Chapter 28A, Code of Iowa, and the local rules of said governmental body.

  
Secretary of the Des Moines Area Community College (Merged Area XI), State of Iowa

December 21, 1981

The Board of Directors of the Des Moines Area Community College (Merged Area XI), State of Iowa met in open session, in the Urban Campus, Room 122 B&C, Des Moines, Iowa, at 5:30 o'clock P.M., on the above date. There were present President Eldon Leonard in the chair, and the following named Board Members:

<u>Raymond Clark</u>	<u>Herbert Ritland</u>	<u>Theodore Nemmers</u>
<u>Donald Rowen</u>	<u>Walter Stover</u>	<u>Georganne Garst</u>

Absent: Jasper Risdal      DeVere Bendixen

\* \* \* \* \*



Board Member Walter Stover introduced the following Resolution entitled "RESOLUTION AUTHORIZING THE ISSUANCE OF WARRANTS IN ANTICIPATION OF THE REVENUES OF THE GENERAL FUND OF THE DES MOINES AREA COMMUNITY COLLEGE (MERGED AREA XI), STATE OF IOWA, FOR THE YEAR 1981/1982" and moved its adoption. Board Member Raymond Clark seconded the motion to adopt. The roll was called and the vote was,

AYES: Eldon Leonard, Herbert Ritland, Georganne Garst,  
Theodore Nemmers, Donald Rowen, Raymond Clark,  
Walter Stover

---

NAYS: None

---

Whereupon, the President declared the following Resolution duly adopted:

AUTHORIZING THE ISSUANCE OF WARRANTS  
IN ANTICIPATION OF THE REVENUES OF THE  
GENERAL FUND OF THE DES MOINES AREA  
COMMUNITY COLLEGE (MERGED AREA XI),  
STATE OF IOWA, FOR THE YEAR 1981/1982

WHEREAS, the Des Moines Area Community College (Merged Area XI), in the State of Iowa is a municipal corporation as defined in Chapter 74, being duly organized and existing under and by virtue of the laws and Constitution of the State of Iowa; and

WHEREAS, Chapter 74 of the Code of Iowa, 1981, provides that the Area School District may issue warrants in anticipation of the revenues of the General Fund (hereinafter referred to as the "Fund") of the Area School District; and

WHEREAS, it is estimated that \$16,974,219 will accrue to the Fund during the current fiscal year; and

WHEREAS, less than \$4,581,243 of said Fund for the current year has heretofore been received or anticipated by the issuance of warrants and other obligations; and

WHEREAS, this Board of Directors finds it necessary to anticipate the receipt of funds for the Fund in order to make immediately available cash with which to carry out the purposes thereof.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DES MOINES AREA COMMUNITY COLLEGE (MERGED AREA XI), TO-WIT:

Section 1. That there is hereby authorized to be issued anticipatory warrants of said Area School District in the total amount of \$2,119,000 to be dated as of their delivery and to be numbered, in the denominations and maturing as follows:

Warrant No. 1, \$2,119,000, maturing on or before June 30, 1982.

Payable to: Bankers Trust Company, Des Moines, Iowa.

Section 2. That said warrant(s) be issued in anticipation of the revenues of the Fund for the current fiscal year, the receipts of said Fund for said year being estimated at the amount stated above, that both principal and interest thereon be paid solely from said Fund, that said warrants bear interest at the rate of eight per cent (8.00%) per annum, payable at maturity, both principal and interest payable in lawful money of the United States of America at the office of the School Treasurer.

Section 3. That said warrants hereby authorized shall be in form and recitals substantially as attached hereto.

Section 4. That the Fund, to the extent same is anticipated by the warrant(s) herein authorized, be and is hereby pledged and dedicated for the redemption of said warrant(s) and payment of interest thereon; and the School Treasurer shall, when accruing funds in the Fund for the period covered by said Anticipatory Warrants are deemed sufficient to pay the first retireable warrant(s), call and redeem such warrant(s) in their order of maturity, paying accrued interest thereon to the date of redemption. Notice of call shall be given by mail to the holders of such warrants, as shown by the records in the Treasurer's office, and interest on warrants shall cease three days from the date of call or upon the stated maturity date, whichever shall first occur.

Section 5. That the warrant(s) hereby authorized shall be drawn, signed by the Secretary of the Board of Directors, who shall record said warrants, and attested by the President of the Board of Directors, and said officials are hereby authorized and directed so to execute said warrants and when so executed, they shall be delivered to the School Treasurer,

and said School Treasurer is hereby directed to deliver them to the purchasers thereof, in accordance with the provisions of law, and credit the proceeds to the Fund.

Section 6. That the Area School District, as issuer, covenants that no use will be made of the proceeds of the warrants issued hereunder which will cause any of the warrants to be classified as arbitrage bonds within the meaning of Section 103(c)(2) of the Internal Revenue Code of the United States. The School Treasurer is hereby directed to deliver a certificate at issuance of the warrants to certify as to the reasonable expectation of the Issuer at that date.

Section 7. That all resolutions and orders or parts of resolutions and orders in conflict herewith be and the same are hereby repealed.

Passed and approved this 21st day of December, 1981.

*Ellen Leonard*  
President

Attest:

*Eugene Phypers*  
Secretary

I, Irv Steinberg, being first duly sworn, do hereby depose and certify that the following is my estimate of the cash flow and cash needs of the Des Moines Area Community College District for the period through June 30, 1982;

	<u>Estimated Expenses</u>	<u>Estimated *Receipts</u>	<u>Cumulative Surplus or (Deficit)</u>
Nov. 1981	\$1,450,000	\$3,380,000	\$1,000,000
Dec. 1981	1,430,000	770,000	340,000
Jan. 1982	1,450,000	796,000	(314,000)
Feb. 1982	1,450,000	1,045,000	(719,000)
Mar. 1982	1,400,000	2,149,000	30,000
Apr. 1982	1,600,000	1,296,000	(274,000)
May	1,400,000	1,070,000	(604,000)
June	<u>1,600,000</u>	<u>2,174,000</u>	<u>(30,000)</u>
Total	\$11,780,000	\$12,680,000	

\*Detail of Estimated Receipts (\$000 omitted).

	<u>Nov.</u>	<u>Dec.</u>	<u>Jan.</u>	<u>Feb.</u>	<u>Mar.</u>	<u>Apr.</u>	<u>May</u>	<u>June</u>
State Gen. Aid	\$1,729				\$1,729			\$1,729
Property Taxes	650	300				600	600	
Tuition/Fees	500	200	200	800	200	100	200	200
Vocational Aid	351		351			351		
Other	<u>150</u>	<u>270</u>	<u>245</u>	<u>245</u>	<u>220</u>	<u>245</u>	<u>270</u>	<u>245</u>
Total	3,380	770	796	1,045	2,149	1,296	1,070	2,174

Irv Steinberg  
 Controller for Des Moines  
 Area Community College District

Subscribed and sworn to before me this 22nd day of December, 1981.

Evelyn Majors Preston  
 Notary Public in and for the  
 State of Iowa

(Seal)

NO ARBITRAGE CERTIFICATE  
DES MOINES AREA COMMUNITY COLLEGE  
(MERGED AREA XI)  
STATE OF IOWA

This No Arbitrage Certificate is made by the School Secretary and by the Controller and the financial officer of the Des Moines Area Community College (Merged Area XI), State of Iowa, (the "Issuer") and may be relied upon for purposes of Section 103(c) of the Internal Revenue Code of 1954, as amended (the "Code"), relating to arbitrage bonds. The undersigned has made an investigation of facts, estimates and circumstances pertaining to and in connection with the issuance of \$2,119,000, Anticipatory Warrants, dated December 22, 1981, (the "Bonds") of the Issuer, which are to be issued and delivered simultaneously with this certificate. On the basis of this investigation, the undersigned certifies that the Issuer reasonably expects as follows.

On the date of issue of the Bonds, the purchaser will purchase the Bonds for par, plus accrued interest on the Bonds to the date of closing and payment for the Bonds. Said amounts constitute the original proceeds of the issue as used herein. Said accrued interest will be deposited in the debt service fund for application to the first interest payment on the Bonds on June 30, 1982. The remaining proceeds, including investment proceeds, will be applied in accordance with Division D following. The price paid by the purchasers (underwriters) of the Bonds is reasonable under customary standards applicable in the market.

\* \* \*

Division D. It is also reasonably expected that the following exists and will occur with respect to the Bonds:

1. Inasmuch as the Bonds will be dated and delivered on the date hereof and will mature June 30, 1982, the obligation will not be outstanding for a period greater than a period ending thirteen months after the date on which such Bonds are issued.
2. The maximum anticipated cumulative cash flow deficit with respect to the General Fund of the Issuer during the period that the Bonds will be outstanding will not be less than \$719,000.00.

The Issuer will expend not less than \$2,900,000 from said fund the date hereof through February, 1982. The Issuer requires \$1,400,000 (the expenditures during March, 1982) as a cash balance on hand in its said fund at all times, however, no arrangements have been made presently to borrow or otherwise obtain additional funds needed to maintain that balance. The Issuer will not have more than \$1,841,000 in its General Fund available for the payment of such expenditures from the date hereof through February, 1982.

3. In computing the maximum cumulative cash flow deficit the sum of the amounts (other than the proceeds of the Bonds), whether in the form of cash, marketable securities or otherwise, which will be available for the payment of expenditures of the Issuer from the date of issuance of the Bonds to the date of maximum anticipated cumulative cash flow deficit has been considered. Amounts in accounts have been considered available for the payment of Issuer's expenditures to the extent that such accounts may, without legislative or judicial action, be invaded to pay such expenditures without a legislative, judicial or contractual requirement that such accounts be reimbursed.

Amounts in the Schoolhouse Fund will not be available for expenditures to be incurred from the General Fund. Any such transfer of funds would be strictly subject to be reimbursed in accordance with law.

4. The Issuer maintains no funds other than those listed in paragraphs 2 and 3 above.

5. The undersigned are officers of the District responsible for issuing the Bonds.

For the purposes of this certification, the terms "date of issue," "related documents," and "cumulative cash flow deficit" shall have such meaning as is provided in the applicable regulations promulgated and adopted by the Department of the Treasury, pursuant to §103(c) of the Internal Revenue Code of 1954, as amended.

Proceeds of the bonds will be held and accounted for in the manner provided in the bond issuance resolution.

\* \* \*

On the basis of all the facts, estimates and circumstances now in existence and set forth in the documents relating to the issuance of the Bonds, including without limitation this

No Arbitrage Certificate, it is now expected that the Issuer will apply proceeds, in accordance with the terms of the bond resolution and that the proceeds of the Bonds will not be used in a manner that would cause the Bonds to be "arbitrage bonds" within the meaning of Section 103(c) of the Code and the Regulations thereunder.

This certificate is being executed and delivered pursuant to Sections 1.103-13, 1.103-14, and 1.103-15 of the income tax regulations under the Internal Revenue Code of 1954, as amended, (the "Regulations") and the undersigned is an officer charged by law and by resolution of the governing body of the Issuer with the responsibility of issuing the bonds. Terms used in this certificate have the same meaning as those terms which are used in Section 103(c) of the Code and the Regulations, which are to the extent of said definitions incorporated herein by reference. For purposes of this certificate, the terms "original proceeds", "investment proceeds", "substantial binding obligation", "temporary period", "sinking fund", and "proceeds" shall have the same meaning as provided in the Regulations.

To the best of my knowledge and belief the Issuer's expectations stated herein are reasonable and there are no other facts, estimates or circumstances that would materially change the foregoing expectations. No matters have come to my attention which make unreasonable or incorrect the representations made in this certificate.

It is further certified that said Issuer has never been listed by the Internal Revenue Service of the United States or the Commissioner thereof as not to be relied upon with respect to certification in connection with the issuance of its obligations.

WITNESS my official signature this 21st day of December, 1981.

*Suz Steinberg*  
Controller of the Des Moines Area  
Community College (Merged Area XI),  
State of Iowa

*Eugene Snyder*  
School Secretary of the Des Moines  
Area Community College (Merged  
Area XI), State of Iowa

Paul F. Ahlers  
James Evans Cooney  
Philip J. Dorweiler  
Kenneth H. Haynie  
H. Richard Smith  
L. L. Krambeck  
W. F. McKinney, Jr.  
W. Rosebrook  
Richard G. Santi  
Edgar H. Bittle  
Terry L. Monson  
Lance A. Coppock  
Eli J. Wirtz  
David H. Luginbill  
Mark W. Beerman  
Edward W. Remsburg  
Thomas E. Stanberry  
Richard W. Hoffmann

Ahlers, Cooney, Dorweiler, Haynie & Smith

Lawyers

300 Liberty Building

Sixth and Grand

Des Moines, Iowa 50309

(515) 243-7611

December 22, 1981

We hereby certify that we have examined a certified transcript of the proceedings of the Board of Directors and acts of administrative officers of the Des Moines Area Community College (Merged Area XI), in the Counties of Adair, Audubon, Boone, Carroll, Cass, Clarke, Crawford, Dallas, Greene, Guthrie, Hamilton, Hardin, Jasper, Lucas, Madison, Mahaska, Marion, Marshall, Polk, Poweshiek, Shelby, Story and Warren, State of Iowa, (the "Issuer"), relating to the issuance by said Area School District of its Anticipatory Warrant No. 1, dated December 22, 1981, in the denomination of \$2,119,000, bearing interest at 8.00% payable on and maturing on June 30, 1982.

The Issuer reserves the right to prepay said Warrant in whole or from time to time in part at any time prior to maturity, with accrued interest to the date of such payment.

It is our opinion that said Anticipatory Warrant is lawfully issued and that it is a binding obligation of the Des Moines Area Community College (Merged Area XI), in the Counties of Adair, Audubon, Boone, Carroll, Cass, Clarke, Crawford, Dallas, Greene, Guthrie, Hamilton, Hardin, Jasper, Lucas, Madison, Mahaska, Marion, Marshall, Polk, Poweshiek, Shelby, Story and Warren, State of Iowa, issued in anticipation of the receipt of tax and other budgeted revenues of the General Fund of said Issuer, which revenues have been duly levied against all of the taxable property within the School District and to be collected during the current fiscal year and if not so paid said Anticipatory Warrant will constitute a valid and binding direct general obligation of the Issuer, payable from taxes levied against all of the taxable property within said Area School District, without limitation as to rate or amount.

It is our further opinion that the Anticipatory Warrant is not an arbitrage bond and, based on existing statutes and court decisions, that interest on the Anticipatory Warrant under examination is exempt from present federal income taxes.

Respectfully submitted,

*Ahlers, Cooney, Dorweiler, Haynie & Smith*



## PERSONNEL REPORT

1. Contract Changes

- a. George Nichols, Coordinator, CETA Class Size, Urban Annex,  
To Continue contract as Special Services Coordinator for  
Non-Traditional Students, Student Life, Urban Campus.  
Salary \$29,982. Specially Funded for 12 months.  
Effective December 3, 1981.  
Specially Funded Contract for Administrative and Professional Services.
- b. Clair Fisher, Instructor, Career Education, Related (9 month),  
To Acting Director, Business & Economic Institute (12 month).  
Salary \$31,018 ( \$29,152 annually plus \$1,866 for added duties).  
Effective December 3, 1981.  
Continuing Contract with Certified Faculty.
- c. Tom Nelson, Instructor, Arts & Sciences, Communications/Journalism,  
To Director, College Relations, Administration.  
Salary \$30,130 annually - 12 month.  
Effective December 3, 1981.  
Continuing Contract with Administrative and Professional Staff.
- d. Lois Campbell, Director, Arts & Sciences, Communications/Humanities,  
From 10 month contract to 12 month contract.  
Salary \$30,078 annually.  
Effective December 1, 1981.  
Continuing Contract with Administrative & Professional Staff.
- e. Eugene Snyders, Vice President for Business Management To  
Vice President for Management Services.  
Salary \$45,073 annually - 12 Month.  
Effective September 1, 1981.  
Continuing Contract with Administrative & Professional Staff.

2. Resignations

- a. Elaine Sullivan, Instructor, Career Education, Nursing.  
Effective January 15, 1982.
- b. Mary C. Vest, Instructor, Career Education, Nursing.  
Effective date of resignation changed from January 8, 1982, to  
June 30, 1982.

3. Leave Without Pay

- a. Debra Schulte, 2 days per week from January 13, 1982 to April 29,  
1982. Total of 25 days.

4. New Personnel

- a. John Robert Harris, Instructor, I & T, Heavy Equipment.  
Lane 225, Level 4.0, Salary \$19,405.00 Annually. 12 Month.  
Effective December 11, 1981.  
Continuing Contract With Certified Faculty.
  
- b. Edward V. Perry, Instructor, Career Education, Health Care Administration.  
Lane 225, Level 4.0, Salary \$15,524.00 Annually. 9 Month.  
Effective December 15, 1981.  
Continuing Contract with Certified Faculty.

PERSONNEL RESUME

NAME: John Robert Harris  
POSITION: Instructor  
DIVISION: I & T, Heavy Equipment  
RECOMMENDED SALARY: \$19,405.00 Annually  
EDUCATION: 1 Year Estherville Junior College  
EXPERIENCE: 4½ Years Teaching Experience  
18 Years Working Experience  
LENGTH OF CONTRACT: 12 Months  
REASON FOR EMPLOYMENT: Replace Edward Young

---

NAME: Edward V. Perry  
POSITION: Instructor  
DIVISION: Career Education, Health Care Adm.  
RECOMMENDED SALARY: \$15,524.00 Annually  
EDUCATION: B.A. - History, Tarkio College, Tarkio  
Missouri.  
MD -Divinity, Pastoral Ministry, University  
of Dubuque Theological Seminary.  
A.A. - Health Care, Des Moines Area  
Community College.  
EXPERIENCE: 4 Years Working Experience.  
LENGTH OF CONTRACT: 9 Months.  
REASON FOR EMPLOYMENT: To replace Joann Westergaard.

**des moines area  
community college**

2006 S. ANKENY BLVD., ANKENY, IOWA 50021

PHONE 964-6200

# Memorandum

DATE December 8, 1981

TO Board Secretary Location

FROM Irv Steinberg, Controller *ISW* Location

RE: Financial Report/November 30, 1981

CASH POSITION:

Cash flow during November improved considerably, allowing a positive balance, with no stamped warrant being held by bank. This was possible due to the receipt of 2nd Quarter State General Aid (\$1,728,709), 1st Quarter Vocational Aid (\$351,446) and 1st Quarter ABE (\$33,071).

We did further receive a partial payment on December 3 of \$122,840 on our FY 82 salary appropriation. With these funds now available, it appears that expenditure requirements thru mid January can be met without stamped warrant assistance; however, January payroll at month end will require more funds than anticipated being available at this time.

In this regard, we have consulted with our attorney, Lance Coppock, who has recommended that we proceed to negotiate an Anticipatory Warrant, which would in effect allow us to borrow funds in advance of needing same, and invest these funds until needed; thereby having a net effect of having to pay a lesser amount, than would be required for Stamped Warrants. A resolution authorizing the issuance of an Anticipatory Warrant is being submitted as an agenda item for the December Board Meeting.

All monies received have been invested at the highest negotiated interest rate possible, which has been on a slow decline over past month, but has varied from 14½% down to most recent rate of 10 ¾%.

BUDGET BALANCE/BALANCE SHEET STATUS:

The expenditures for General Fund have continued to reflect a consistent pattern, as compared to prior years, with approximately 37% of Current Working Budget expended as of November 30th.

General Fund Revenue received of 44.3% of Current Working Budget, is slightly higher than per cent received at the same time in prior years. Further analysis indicates that it is likely that the working budget revenue for Tuition and Fees is low, which accounts for the different trend.

Based on Current Working Budget and Interim Balance Sheet we would expend \$56,662 more than revenue taken in for this fiscal year; however, with the tuition and fees increase anticipated we will more likely at least receive revenue equal to expenditures for this year.

DES MOINES AREA COMMUNITY COLLEGE  
CASH POSITION REPORT

Attachment #7

November 30, 1981

GENERAL, AGENCY, AUXILIARY,  
SCHOLARSHIP & LOAN FUNDS

SPECIAL PLANT  
FUND

SINKING  
VOTED TAX  
FUND

ANKENY NATIONAL

BANKERS TRUST

CASH IN BANK (INTEREST BEARING CHECKING):

bal. Fwd. November 1, 1981	\$ (818,608)	\$ 13,498
Plus Receipts - November	5,076,110	451,677
Less Disbursements - November	<u>4,090,684</u>	<u>464,278</u>
Cash in Bank November 30, 1981	\$ 166,818	\$ 897

INVESTMENTS:

SAVINGS ACCOUNTS:

Sinking Fund \$ 222

Bonds:

Various-Arch. Drafting Club	3,000		
12% due 12-18-81	1,000,000		
16.5% due 3-31-82	(A) 108,743		
11% due 1-29-82	200,000		
Various 3 year loan		1,024,800	
14½% due 2-16-82		160,000	
16 1/8% due 2-9-82		200,000	
8% due 12-15-82		205,000	
16% due 12-15-81		200,000	
15% due 3-15-82		190,000	
Treasury Bill 14 3/4% due 12-31-81			(B) 43,182
12% Repro to 12-31-81			21,000
14½% CD to 6-30-82			273,000
13½% due 4-15-82		320,000	
13½% due 6-30-82			564,000
11% due 1-29-82			100,000
TOTAL INVESTMENTS	<u>1,311,743</u>	<u>2,299,800</u>	<u>1,001,182</u>
TOTAL CASH & INVESTMENTS	<u>1,478,561</u>	<u>2,300,697</u>	(C) <u>1,001,404</u>

Footnotes:

(A) CD for \$108,743 includes following investments:

Student Activities	\$39,443
Student Union	\$44,000
Eugene Young Loan Fund	\$25,300
TOTAL	\$108,743

(B) Treasury Bill matures for \$45,000.

(C) Loan payments due - \$33,325-12-31-81  
\$1,583,325-6-30-82

DES MOINES AREA COMMUNITY COLLEGE  
BUDGET BALANCE REPORT

November 30, 1981 AMOUNT

	<u>WORKING BUDGET</u>	<u>EXPENDED OR RECEIVED</u>	<u>ENCUMBERED</u>	<u>WORKING BUDGET BALANCE</u>
<b>GENERAL FUND DISBURSEMENTS:</b>				
<b>GENERAL FUND CURRENT</b>				
Arts & Sciences	\$ 2,278,829	\$ 761,961	\$ 3,863	\$1,513,005
Career Education	4,989,690	1,840,763	92,475	3,056,452
Career Development Center	177,827	72,169	272	105,386
Adult Education	1,969,979	678,488	5,490	1,286,001
Instructional Administration	323,306	123,012	947	199,347
General Administration	664,794	298,381	5,811	360,602
Student Services	1,397,787	598,547	2,208	797,032
Learning Resources	523,627	216,908	4,213	302,506
Physical Plant	1,967,862	760,109	118,474	1,089,279
General Institution	1,734,466	625,646	182,329	926,491
Estimated Salary Adjustment	250,000			250,000
Sub Total	<u>\$16,278,167</u>	<u>\$5,975,984</u>	<u>\$ 416,082</u>	<u>\$9,886,101</u>
<b>RESTRICTED CURRENT FUND</b>				
Social Service Training	5,760	5,633		127
Data Processing - A State Plan	5,080	4,820		260
Nurse Capitation-FY 81 Ext.	24,821	6,482		18,339
GM Training Project	57,320	12,451		44,869
STRIVE LEA Project	53,577	14,752		38,825
Special Needs Coordinator	10,086	2,270		7,816
Teacher Aids FY82	9,374	4,921		4,453
Special Needs-In Service	10,400	756	100	9,544
Mitchellville-SN Project	7,309	5,230		2,079
Curriculum for Handicapped	17,411	15,687	1,009	715
Comp. Voc. Development-Newton	19,270			19,270
ESL #2, DPI funded	59,617	69,997	51	(10,431)
ESL HMONG	3,036	2,852		184
Construction Acquaintance	12,168	4,628		7,540
Homemaker Health-HHS	12,155	8,027		4,128
Homemaker Health-DPI	1,580	1,791		(211)
DPI Software Proj. NCES	26,482	12,308		14,174
Diesel Tractor Research	22,421	14,706		7,715
SDIP Instruction	40,560	7,945		32,615
SDIP-Research & Development	63,838	8,287		55,551
SDIP-Student Life	20,602	5,588		15,014
*CETA Class Size	248,956	93,982		154,974
PSE	20,891	7,927		12,964
Sub Total/Rest. Curr. Fund	<u>\$ 752,714</u>	<u>\$ 311,040</u>	<u>\$ 1,160</u>	<u>\$ 440,514</u>
*TOTAL GENERAL & REST. FUND DISB.	<u>\$17,030,881</u>	<u>\$6,287,024</u>	<u>417,242</u>	<u>\$10,326,615</u>
Budget Deobligation	94,682			(94,682)
<b>GRAND TOTAL GENERAL FUND DISB.</b>	<u><b>\$16,936,199</b></u>	<u><b>\$6,287,024</b></u>	<u><b>\$417,242</b></u>	<u><b>\$10,231,933</b></u>
<b>GENERAL FUND REVENUE</b>				
General Fund Current	\$16,221,505	\$7,359,614		\$ 8,861,891
Restricted Current Fund	752,714	153,799		598,915
Sub Total	<u>16,974,219</u>	<u>7,513,413</u>		<u>9,460,806</u>
Fund Balance Revenue	56,662	56,662		
<b>GRAND TOTAL GEN. FUND REVENUE</b>	<u><b>\$17,030,881</b></u>	<u><b>\$7,570,075</b></u>		<u><b>\$9,460,806</b></u>
*PLANT FUND DISBURSEMENTS	\$ 5,606,866	\$1,634,351		\$3,972,515
PLANT FUND REVENUE	\$ 2,975,581	\$1,429,179		\$1,546,402

\*Footnotes on Revenue Detail Report

GENERAL FUND

DETAIL OF REVENUE  
November 30, 1981

General Fund Revenue	<u>Working Budget</u>	<u>Amount Received</u>	<u>Budget Balance</u>
<u>Tuition &amp; Fees:</u>			
Student Fees	\$ 480,283	\$ 266,992	\$ 213,291
Tuition:			
Arts & Science	1,468,735	876,114	592,621
Career Education	1,495,408	808,122	687,286
Adult Ed	775,600	322,837	452,763
Secondary	71,500	50,075	21,425
<u>Local Support:</u>			
Property Taxes-Operation	2,110,256	995,067	1,115,189
Property Taxes-Unemployment	378,196	131,078	247,118
Property Taxes-Tort Liability	39,808	18,622	21,186
<u>State Support:</u>			
General Aid	6,914,837	3,457,418	3,457,419
Energy Appropriation	66,900		66,900
Salary Adjustment	491,692		491,692
Vocational Aid	1,210,584	41,941	1,168,643
<u>Federal Support:</u>			
Title II-Library	2,400		2,400
Vocational Aid	310,569	310,569	-0-
Workstudy	71,069		71,069
Special Needs-CDC	60,592		60,592
ABE	132,283	33,071	99,212
Other	4,655		4,655
Total "2" Fund	752,714	153,799	598,915
<u>Sales &amp; Services:</u>			
Rental of Facilities	40,000	3,914	36,086
<u>Other Income:</u>			
Interest	25,000	15,927	9,073
Assessments	7,100	2,430	4,670
Miscellaneous	29,038	3,553	25,485
Sale of Fixed Assets	35,000	28,547	6,453
Bad Debt (Write Off)		(6,663)	6,663
GRAND TOTAL	<u>\$16,974,219</u>	<u>\$7,513,413</u>	<u>\$9,460,806</u>

\*Footnotes

1. CETA Class Size Budget represents 75% of Federal Fiscal Year '82. Budget (\$238,977 x 75% = 179,233) plus balance of previous year's budget expended this FY of \$69,726 for total of \$248,959.
2. Published Budgets:  
 General Fund - \$18,008,774 (without Tort & Unemployment)  
 Plant fund - \$ 5,606,866.

DES MOINES AREA COMMUNITY COLLEGE  
 GENERAL FUND INTERIM BALANCE SHEET  
 November 30, 1981

-----ASSETS-----

ode

CASH & INVESTMENTS

01 Cash in Bank - Checking	\$ (380,650)	
02 Petty Cash - Ankeny Change Fund	3,632	
03 Petty Cash - Boone Checking	7,668	
19 Cash in Bank - Payroll	5,000	
20 Returned Checks	5,804	
22 Petty Cash - Change Funds	6,122	
23 Registration Change Funds	681	
25 Cash Over or Short	(109)	
30 Investments	<u>1,200,000</u>	
TOTAL CASH & INVESTMENTS		\$ 848,148

ACCOUNTS RECEIVABLE

144 Due from State	19,104	
145 Due from Federal	33,518	
146 Due from Others	278,672	
148 Financial Aids Receivables	552,476	
Budget FY 82 - Revenue	\$16,974,219	
Less Amount Received	<u>7,513,413</u>	
Balance to Receive	9,460,806	
TOTAL ACCOUNTS RECEIVABLE		10,344,576

INVENTORIES/STUDENT HOUSES

161 Expendable Supplies	49,557	
162 Auto Parts	22,995	
169 Student Houses & lots	<u>298,559</u>	
TOTAL INVENTORIES/HOUSES		<u>371,111</u>
TOTAL ASSETS		<u>\$11,563,835</u>





DES MOINES AREA COMMUNITY COLLEGE  
 GENERAL FUND INTERIM BALANCE SHEET  
 November 30, 1981

- - LIABILITIES & FUND BALANCE - -

CURRENT LIABILITIES

(201/203/205)	Accounts Payable	\$ 44,353	
	Budget Expenditures FY 82	\$17,030,881	
	Less Expended to Date	<u>6,287,024</u>	
	Balance to be expended	10,743,857	
	TOTAL ACCOUNTS PAYABLE		\$10,788,210
271	Deferred Income		<u>54,362</u>
	TOTAL LIABILITIES		\$10,842,572
	<u>FUND BALANCE</u>		
311	Unrestricted		
	Balance Forward 7-1-81	687,950	
	FY 82 Budget Expenditures	17,030,881	
	Less FY 82 Budget Revenue	<u>16,974,219</u>	
	Net Expenses over Rev.	<u>(56,662)</u>	
	Projected Fund Balance 6-30-82		631,288
314	Restricted for Unemployment Compensation		<u>89,975</u>
	TOTAL FUND BALANCE		<u>721,263</u>
	TOTAL LIABILITIES & FUND BALANCE		<u>\$11,563,835</u>



DES MOINES AREA COMMUNITY COLLEGE

Special Board Meeting  
December 9, 1981  
Building 2 - Room 15 - Ankeny Campus

A G E N D A

1. Call to Order - 5:00 p.m.
2. Roll Call
3. Approval of Tentative Agenda
4. Strategy Session for Collective Bargaining
5. Adjournment

INFORMATIONAL ITEMS

1. Communication from Des Moines Area Community College Higher Education Association
2. The next regular meeting will be held in Room 122 B,C at the Urban Campus on December 21, 1981, 5:30 p.m.