

Des Moines Area Community College

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Board of Directors Meeting Minutes

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8-9-1999

### **Board of Directors Meeting Minutes (August 9, 1999)**

DMACC

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August 9, 1999

DES MOINES AREA COMMUNITY COLLEGE  
BOARD OF DIRECTORS

Regular Meeting  
Monday, August 9, 1999 - 4:00 p.m.

*Nature Lodge at Raccoon River Park  
2500 Grand  
West Des Moines, Iowa*

1. Call to order - 4:00 p.m.
2. Roll call.
3. Consideration of tentative agenda.
4. Public comments.
5. Presentation - West Des Moines area developments and West Grand Campus plans.
6. Consideration of minutes of the regular board meeting on July 14, 1999.
7. Board Report 99-083. Human Resources report.
8. Consideration of payables.
9. Presentation of financial report.
10. President's report.
11. Board member's report.
12. Closed session - collective bargaining.
13. Information items:
  - A. August 12 through 14 - IACCT Conference @ Southeastern Community College, Burlington.
  - B. August 23 - 1:30 p.m. - 1st Annual Foundation Golf Tournament, Boone.
  - C. September 13 - 4:00 p.m. regular board meeting, Ankeny.
  - D. September 20 - 12:30 p.m. - 3rd Annual Foundation Golf Tournament, Bos Landen, Pella.
14. Adjournment.

**BOARD OF DIRECTORS  
DES MOINES AREA COMMUNITY COLLEGE  
2006 South Ankeny Boulevard  
Ankeny, Iowa**

**REGULAR MEETING  
AUGUST 9, 1999**

The regular meeting of the Des Moines Area Community College Board of Directors was held at the Nature Lodge at Raccoon River Park on August 9, 1999. Board President Shull called the meeting to order at 4:00 p.m.

**ROLL CALL**

**Members present:**

Harold Belken  
Steve Goodhue  
Naomi Neu  
Joe Pugel  
Wayne Rouse  
Doug Shull  
Madelyn Tursi

**Members absent:**

Dale Froehlich  
Rena Wilson

**Others present:**

Joseph A. Borgen, President/CEO  
Trudy Little, Board Secretary  
Greg Martin, Board Treasurer  
Other interested staff and area residents

**APPROVAL OF TENTATIVE  
AGENDA**

A motion to approve the tentative agenda as presented was made by Belken; second by Neu.

Motion passed unanimously. Aye-Belken, Goodhue, Neu, Pugel, Rouse, Shull, Tursi. Nay-none.

**PUBLIC COMMENTS**

None.

**PRESENTATION**

Dr. Borgen introduced Jeff Pomeranz, West Des Moines City Manager, Clyde Evans, Community Development Director, and West Des Moines Mayor, Gene Meyer. Mr. Evans thanked the board for coming and gave an overview of what changes are planned for their city in the next few years. Mayor, Gene Meyer thanked the board for coming to West Des Moines and is looking forward to working with DMACC.

**APPROVAL OF MINUTES**

Having no corrections to the minutes of the July 12, 1999 regular meeting, President Shull declared the minutes approved as presented.

**APPROVAL OF HUMAN  
RESOURCES REPORT**

Board Report 99-083. Belken made a motion that the board approve the Human Resources Report as presented in Attachment #1 to these minutes; second by Tursi.

Motion passed unanimously. Aye-Belken, Goodhue, Neu, Pugel, Rouse, Shull, Tursi. Nay-none.

APPROVE PAYABLES

A motion to approve the payables as presented in Attachment #2 to these minutes was made by Belken; second by Rouse.

Motion passed unanimously. Aye-Belken, Goodhue, Neu, Pugel, Rouse, Shull, Tursi. Nay-none.

FINANCIAL REPORT

Darrell Roberts, Vice President, Business Services, presented the June 30, 1999 financial report as shown in Attachment #3.

CLOSED SESSION -  
COLLECTIVE BARGAINING

It was moved by Belken that the board hold a closed session to conduct a strategy meeting of a public employer concerning employees covered by a collective bargaining agreement as provided in Section 20.17(3) of the Iowa Code; second by Neu.

Motion passed on a roll call vote, and at 5:05 p.m. the board convened in closed session. Aye-Belken, Goodhue, Neu, Pugel, Rouse, Shull, Tursi. Nay-none.

RETURN TO OPEN  
SESSION

The board returned to open session at 5:15 p.m.


A motion was made by Tursi; second by Neu that the board ratify the collective bargaining agreement with the Educational Services Association (ESA) for FY1999-2000.

Motion passed unanimously. Aye-Belken, Goodhue, Neu, Pugel, Rouse, Shull, Tursi. Nay-none.

ADJOURNMENT

A motion for adjournment was made by Rouse; second by Pugel.

Motion passed unanimously and at 5:20 p.m. Board President Shull adjourned the meeting.

  
DOUG SHULL, Board President

  
TRUDY LITTLE, Board Secretary

**BOARD REPORT**

To the Board of Directors of  
Des Moines Area Community College

Number: 99-083  
Date: August 9, 1999  
Page: 1-4

**AGENDA ITEM** Human Resources Report

**BACKGROUND**

**I. New Personnel**

**A. Gavin, Thomas D.**

Instructor, Academic Achievement  
Urban Campus  
Temporary 1 Year half-time, 9 Month Position  
Annual Salary: \$13,421 (FY99)  
Effective: August 26, 1999  
Continuing Contract with Faculty - Probationary

**B. Hildreth, Shelby D.**

College Recruiter  
Ankeny Campus, Student Services  
Annual Salary: \$24,742 (FY99)  
Effective: July 19, 1999  
Employment Agreement with Professional Staff

**C. Hollinrake, William J.**

Instructor, Computer Programming/Information Technology  
Ankeny Campus, Business and Management  
12 Months Per Year Position  
Annual Salary: \$46,155 (FY99)  
Effective: August 26, 1999  
Continuing Contract with Faculty - Probationary

**D. Nelsen, Steven M.**

Instructor, Civil Engineering Technology  
Boone Campus  
12 Months Per Year Position  
Annual Salary: \$43,347 (FY99)  
Effective: August 9, 1999  
Continuing Contract with Faculty - Probationary

**E. Whitney, Meredith A.**  
College Recruiter  
Ankeny Campus, Student Services  
Annual Salary: \$24,742 (FY99)  
Effective: July 19, 1999  
Employment Agreement with Professional Staff

**II. Cancellation of Previously Approved Specially Funded  
Reduction in Force**

**A. Armbrecht, Mark**  
Instructor, Automotive  
Ankeny Campus

**III. Contract Changes**

**A. Armbrecht, Mark A.**  
Instructor, Automotive  
Ankeny Campus, Industry & Technology  
From GM Training Program, 12 Month Position  
To Automotive Department, 9 Month Position  
Annual Salary: \$30,145 (FY99)  
Effective: August 15, 1999

**B. Darrow, Mary E.**  
Consultant, School to Work  
Ankeny Campus, Curriculum and Scheduling  
From 1.00 FTE to .90 FTE  
Annual Salary: \$40,280 (FY99)  
Effective: July 1, 1999

**C. Graf, Susan**  
Benefits Officer  
Ankeny Campus, Human Resources Department  
Grade change as a result of position reevaluation  
From Grade A4 to Grade A5  
Annual Salary: \$35,714 (FY99)  
Effective: June 1, 1999

**D. Grimm, Carol**

Counselor, Ankeny Campus  
From 12 Month Specially Funded Position  
To 9 Month Regular Position  
Annual Salary: \$45,007 (FY99)  
Effective: August 26, 1999

**E. Turner, Tom**

Instructor, Accounting, Urban Campus  
From 9 Months per Year Position to  
12 Months per Year Position  
Annual Salary: \$63,178  
Effective: August 26, 1999

**IV. Early Retirement**

**A. Hinman, Susan M.**

Registration Records Specialist, Ankeny Campus  
Effective: June 30, 1999  
Benefit payment equals \$22,975 to be paid in two equal payments.  
The first payment on July 1, 1999, and the final payment on or about  
January 5, 2000.

**V. Resignations**

**A. Keeney, Kristina**

Instructor, English  
Ankeny Campus, Sciences and Humanities  
Effective: August 13, 1999

**B. Sanger, Gary**

Instructor, GM Project  
Ankeny Campus, Industry and Technology  
Effective: July 21, 1999

**C. Smeltzer, Mark**

Instructor, Speech Communication  
Ankeny Campus, Sciences and Humanities  
Effective: August 13, 1999



**D. Tometich, John**  
Controller  
Ankeny Campus, Business Services  
Effective: May 17, 1999

**E. Underbakke, Richard G.**  
Instructor, Automotive  
Ankeny Campus, Industry and Technology  
Effective: August 15, 1999

**RECOMMENDATION**

It is recommended that the Board ratify the above listed personnel actions for the period June 24, 1999, through July 22, 1999.

Dr. Joseph Borgen, President

Report: FURR040  
 Date: 07/09/1999  
 Time: 09:16 AM

Des Moines Area Comm College  
 List of checks over \$2,500.00 from 02-JUL-1999 to 09-JUL-1999

| VENDOR NAME               | CHECK NUMBER | CHECK AMOUNT | TRANSACTION AMOUNT | ACCOUNT NUMBER | INDEX TITLE          | ACCOUNT TITLE        |
|---------------------------|--------------|--------------|--------------------|----------------|----------------------|----------------------|
| Teachers Insurance and An | 132051       | \$3,500.00   | \$3,500.00         | 2260           |                      | Tax Sheltered Annuit |
| Community State Bank      | 132052       | \$118,572.22 | \$118,572.22       | 1119           |                      | Checking-Payroll     |
| John Deere Family Healthp | 132057       | \$28,220.73  | \$28,220.73        | 2250           |                      | Heritage Health Insu |
| Heritage National Healthp | 132059       | \$178,564.45 | \$178,564.45       | 2250           |                      | Heritage Health Insu |
| Principal Health Care of  | 132060       | \$37,414.65  | \$37,414.65        | 2251           |                      | Principal Health Ins |
| Academy Roofing Co        | 132212       | \$88,345.70  | \$32,703.75        | 6090           | Buildings Equipment  | Maintenance/Repair o |
|                           |              |              | \$333.05           | 6090           | Buildings Equipment  | Maintenance/Repair o |
|                           |              |              | \$52,919.75        | 6090           | Buildings Equipment  | Maintenance/Repair o |
|                           |              |              | \$2,389.15         | 6090           | Buildings Equipment  | Maintenance/Repair o |
| Eastpak Corp              | 132243       | \$3,256.81   | \$1,933.50         | 6512           | Bookstore - Ankeny   | General Merchandise  |
|                           |              |              | \$5.13             | 6230           | Bookstore - Ankeny   | Postage and Expediti |
|                           |              |              | \$571.50           | 6512           | Bookstore - Ankeny   | General Merchandise  |
|                           |              |              | \$177.00           | 6512           | Bookstore - Ankeny   | General Merchandise  |
|                           |              |              | \$17.27            | 6230           | Bookstore - Ankeny   | Postage and Expediti |
|                           |              |              | \$442.41           | 6512           | Bookstore - Ankeny   | General Merchandise  |
|                           |              |              | \$110.00           | 6512           | Bookstore - Ankeny   | General Merchandise  |
| Ebsco Subscription Servic | 132244       | \$50,072.60  | \$1,703.30         | 7500           | Equip Replacement Li | Library Books and Fi |
|                           |              |              | \$44,372.20        | 6340           | Library              | Periodicals          |
|                           |              |              | \$26.25            | 6340           | Library              | Periodicals          |
|                           |              |              | \$3,970.85         | 6340           | Library              | Periodicals          |
| Ikon Office Solutions     | 132261       | \$9,440.00   | \$9,440.00         | 7100           | Business/Management  | Furniture, Machinery |
| Legato Systems Inc        | 132273       | \$7,783.00   | \$5,783.00         | 6269           | WLAN Support         | Other Services       |
|                           |              |              | \$2,000.00         | 6269           | WLAN Support         | Other Services       |
| Microsoft North America   | 132277       | \$2,526.30   | \$2,310.00         | 6520           | Bookstore - Ankeny   | Purchases for Resale |
|                           |              |              | \$216.30           | 6230           | Bookstore - Ankeny   | Postage and Expediti |
| Postmaster                | 132289       | \$6,000.00   | \$6,000.00         | 6230           | Mail Service & Freig | Postage and Expediti |
| St Peters Church          | 132301       | \$4,000.00   | \$4,000.00         | 6210           | ESL                  | Rental of Buildi     |
| US West Communications    | 132317       | \$3,320.43   | \$3,320.43         | 6150           | Communications       | Communications       |
| REPORT TOTAL              |              |              | \$541,016.89       |                |                      |                      |

Regular Bd Mtg  
 August 9, 1999  
 Attachment #2

Report: FARR040  
 Date: 07/16/1999  
 Time: 07:40 AM

Des Moines Area Community College  
 List of checks over \$2,500.00 from 09-JUL-1999 to 16-JUL-1999

| VENDOR NAME                | CHECK NUMBER | CHECK AMOUNT | TRANSACTION AMOUNT | ACCOUNT NUMBER | INDEX TITLE          | ACCOUNT TITLE        |
|----------------------------|--------------|--------------|--------------------|----------------|----------------------|----------------------|
| Principal Life Insurance   | 132061       | \$43,967.85  | \$587.84           | 2299           |                      | Other Employee Deduc |
|                            |              |              | \$952.38           | 2299           |                      | Other Employee Deduc |
|                            |              |              | \$1,345.92         | 2299           |                      | Other Employee Deduc |
|                            |              |              | \$21,150.62        | 2252           |                      | Dental Insurance Pay |
|                            |              |              | \$17,861.61        | 2253           |                      | Basic Life Insurance |
|                            |              |              | \$2,069.48         | 2299           |                      | Other Employee Deduc |
| Seabury and Smith          | 132070       | \$15,828.37  | \$15,828.37        | 2254           |                      | Long Term Disability |
| American Express Financia  | 132709       | \$3,871.50   | \$3,871.50         | 2260           |                      | Tax Sheltered Annuit |
| Community State Bank       | 132735       | \$937,643.89 | \$937,643.89       | 1119           |                      | Checking-Payroll     |
| Deere Community Credit Un  | 132738       | \$5,445.00   | \$5,445.00         | 2299           |                      | Other Employee Deduc |
| Fidelity Investments       | 132749       | \$2,708.03   | \$2,708.03         | 2260           |                      | Tax Sheltered Annuit |
| First Iowa Credit Union    | 132750       | \$6,260.51   | \$6,260.51         | 2299           |                      | Other Employee Deduc |
| IPERS                      | 132757       | \$70,748.88  | \$70,748.88        | 2230           |                      | IPERS Payable        |
| Teachers Insurance and An  | 132792       | \$11,466.07  | \$11,466.07        | 2260           |                      | Tax Sheltered Annuit |
| TIAA CREF College Retirea  | 132794       | \$49,612.78  | \$49,612.78        | 2240           |                      | TIAA/CREF Payable    |
| Vanguard Group             | 132805       | \$3,507.61   | \$3,507.61         | 2260           |                      | Tax Sheltered Annuit |
| Alliant Utilities IES Util | 132820       | \$12,223.62  | \$29.29            | 6190           | Utilities            | Utilities            |
|                            |              |              | \$21.29            | 6190           | Utilities            | Utilities            |
|                            |              |              | \$507.49           | 6190           | Utilities            | Utilities            |
|                            |              |              | \$174.25           | 6190           | Utilities            | Utilities            |
|                            |              |              | \$4,845.90         | 6190           | Utilities            | Utilities            |
|                            |              |              | \$6,645.40         | 6190           | Utilities            | Utilities            |
| Anixter Inc                | 132826       | \$8,480.58   | \$8,480.58         | 7100           | Technology Equipment | Furniture, Machinery |
| Bell & Howell              | 132843       | \$2,571.86   | \$2,571.86         | 6060           | Information Systems  | Maintenance/Repair o |
| Bibliographical Center Re  | 132846       | \$13,028.00  | \$3,028.00         | 6269           | Library              | Other Services       |
|                            |              |              | \$10,000.00        | 6269           | Library              | Other Services       |
| Community State Bank       | 132885       | \$5,000.00   | \$5,000.00         | 4520           | Bookstore - Ankeny   | Vending Machines     |
| Community State Bank       | 132886       | \$3,000.00   | \$3,000.00         | 4520           | Bookstore - Urban Ca | Vending Machines     |
| Consulting and Marketing   | 132893       | \$16,500.00  | \$16,500.00        | 6015           | Assistant to the Pre | Consultant's Fees    |

Report: WRR040  
 Date: 07/16/1999  
 Time: 07:40 AM

Des Moines Area Comm College  
 List of checks over \$2,500.00 from 09-JUL-1999 to 16-JUL-1999

| VENDOR NAME           | CHECK NUMBER | CHECK AMOUNT         | TRANSACTION AMOUNT   | ACCOUNT NUMBER | INDEX TITLE          | ACCOUNT TITLE        |
|-----------------------|--------------|----------------------|----------------------|----------------|----------------------|----------------------|
| Pella Plastics        | 133079       | \$48,216.97          | \$27,610.90          | 6269           | Pella Plastics #5 Jo | Other Services       |
|                       |              |                      | \$1,159.34           | 6269           | Pella Plastics #5 Mg | Other Services       |
|                       |              |                      | \$19,446.73          | 6269           | Pella Plastics #5 Tr | Other Services       |
| PIC Design            | 133086       | \$6,806.25           | \$6,806.25           | 6322           | Integrated Manufactu | Materials & Supplies |
| Polk County Auditor   | 133092       | \$2,555.36           | \$2,555.36           | 6269           | Project Self Suffici | Other Services       |
| Protex Central Inc    | 133097       | \$5,329.00           | \$5,329.00           | 6060           | Mechanical Maintenan | Maintenance/Repair o |
| RDG Bussard Dikis Inc | 133102       | \$10,441.58          | \$10,441.58          | 6012           | Administration & Mis | Architect's Fees     |
| Storey Kenworthy Co   | 133132       | \$2,640.53           | \$9.82               | 6322           | TRIO Special Service | Materials & Supplies |
|                       |              |                      | \$12.95              | 6322           | Office of the Sr VP, | Materials & Supplies |
|                       |              |                      | \$166.57             | 1650           | Physical Plant Wareh | Physical Plant Mater |
|                       |              |                      | -\$25.50             | 6322           | Perkins Office Occup | Materials & Supplies |
|                       |              |                      | -\$176.11            | 6322           | Maytag Corp #2 Job S | Materials & Supplies |
|                       |              |                      | \$93.30              | 6322           | Office of the Dean,  | Materials & Supplies |
|                       |              |                      | \$14.70              | 6322           | Office of the Dean,  | Materials & Supplies |
|                       |              |                      | \$21.90              | 6322           | Office of the Vice P | Materials & Supplies |
|                       |              |                      | \$51.50              | 6322           | Program Development  | Materials & Supplies |
|                       |              |                      | \$186.71             | 6322           | Office of the Contro | Materials & Supplies |
|                       |              |                      | \$39.11              | 6322           | Information Systems  | Materials & Supplies |
|                       |              |                      | \$39.30              | 6322           | Office of the Dean,  | Materials & Supplies |
|                       |              |                      | \$26.94              | 6322           | Grants, Research, &  | Materials & Supplies |
|                       |              |                      | \$19.23              | 6322           | Office of the Dir, P | Materials & Supplies |
|                       |              |                      | \$36.78              | 6322           | Health Continuing-Ge | Materials & Supplies |
|                       |              |                      | \$8.59               | 6322           | Office of the Direct | Materials & Supplies |
|                       |              |                      | \$18.79              | 6322           | Office of the Vice P | Materials & Supplies |
|                       |              |                      | \$40.11              | 6322           | Transportation Insti | Materials & Supplies |
|                       |              |                      | \$5.16               | 6322           | Office of the VP, Co | Materials & Supplies |
|                       |              |                      | \$5.88               | 6322           | Health Careers Oppor | Materials & Supplies |
|                       |              |                      | \$50.82              | 6322           | Office of the Direct | Materials & Supplies |
|                       |              |                      | \$162.42             | 6322           | Office of the Contro | Materials & Supplies |
|                       |              |                      | \$12.59              | 6322           | Foundation           | Materials & Supplies |
|                       |              |                      | \$36.10              | 6322           | Iowa Energy Ctr Ener | Materials & Supplies |
|                       |              |                      | \$18.15              | 6322           | Other General Instit | Materials & Supplies |
|                       |              |                      | \$25.03              | 6322           | Office of the Vice P | Materials & Supplies |
|                       |              |                      | \$20.49              | 6322           | Student Records/Serv | Materials & Supplies |
| \$4.97                | 6322         | Student Records/Serv | Materials & Supplies |                |                      |                      |
| \$19.44               | 6322         | Enrollment Managemen | Materials & Supplies |                |                      |                      |
| \$328.00              | 6323         | Integrated Manufactu | Minor Equipment      |                |                      |                      |
| \$2.36                | 6322         | Office of the Dir, P | Materials & Supplies |                |                      |                      |
| \$66.64               | 6322         | Student Records/Serv | Materials & Supplies |                |                      |                      |
| \$29.63               | 6322         | Director Nursing     | Materials & Supplies |                |                      |                      |
| \$112.55              | 6323         | Office of the Dean,  | Minor Equipment      |                |                      |                      |

Report: WRR040  
 Date: 07/16/1999  
 Time: 07:40 AM

Des Moines Area Comm College  
 List of checks over \$2,500.00 from 09-JUL-1999 to 16-JUL-1999

| VENDOR NAME         | CHECK NUMBER | CHECK AMOUNT         | TRANSACTION AMOUNT   | ACCOUNT NUMBER | INDEX TITLE          | ACCOUNT TITLE        |
|---------------------|--------------|----------------------|----------------------|----------------|----------------------|----------------------|
| Storey Kenworthy Co | 133132       | \$2,640.53           | \$296.10             | 6322           | Financial Aid        | Materials & Supplies |
|                     |              |                      | \$83.97              | 6322           | Transportation Insti | Materials & Supplies |
|                     |              |                      | \$11.40              | 6322           | Office of the Sr VP, | Materials & Supplies |
|                     |              |                      | \$5.67               | 6322           | Grants, Research, &  | Materials & Supplies |
|                     |              |                      | \$141.79             | 6322           | Maytag Corp #2 Job S | Materials & Supplies |
|                     |              |                      | \$8.71               | 6323           | Office of the Dean,  | Minor Equipment      |
|                     |              |                      | \$176.11             | 6322           | Maytag Corp #2 Job S | Materials & Supplies |
|                     |              |                      | \$6.35               | 6322           | Office of the Dean,  | Materials & Supplies |
|                     |              |                      | \$19.92              | 6322           | Office of the Dean,  | Materials & Supplies |
|                     |              |                      | \$48.57              | 6322           | TRIO Special Service | Materials & Supplies |
|                     |              |                      | \$17.48              | 6322           | BSEP Auto Body/GM    | Materials & Supplies |
|                     |              |                      | \$5.73               | 6322           | Office of the Dean,  | Materials & Supplies |
|                     |              |                      | -\$42.30             | 6322           | Grants, Research, &  | Materials & Supplies |
|                     |              |                      | \$53.53              | 6322           | Office of the Direct | Materials & Supplies |
|                     |              |                      | \$120.00             | 6322           | Information Systems  | Materials & Supplies |
|                     |              |                      | \$38.94              | 6322           | Two Day Drinking Dri | Materials & Supplies |
|                     |              |                      | \$118.53             | 6322           | Information Systems  | Materials & Supplies |
| \$45.11             | 6322         | TRIO Special Service | Materials & Supplies |                |                      |                      |
| REPORT TOTAL        |              |                      | \$1,706,220.78       |                |                      |                      |

Report: FURR040  
 Date: 07/23/1999  
 Time: 09:36 AM

Des Moines Area Comm College  
 List of checks over \$2,500.00 from 16-JUL-1999 to 23-JUL-1999

| VENDOR NAME               | CHECK NUMBER | CHECK AMOUNT | TRANSACTION AMOUNT | ACCOUNT NUMBER | INDEX TITLE           | ACCOUNT TITLE        |
|---------------------------|--------------|--------------|--------------------|----------------|-----------------------|----------------------|
| West Grand Business Park  | 132074       | \$25,000.00  | \$25,000.00        | 7700           | Other Projects        | Land                 |
| Airgas                    | 133187       | \$5,985.00   | \$5,985.00         | 7100           | Technology Funds Adv  | Furniture, Machinery |
| AMIC                      | 133194       | \$2,929.88   | \$2,929.88         | 6019           | Iowa Energy Ctr Ener  | Other Professional S |
| Anixter Inc               | 133198       | \$9,094.00   | \$9,094.00         | 7100           | Technology Equipment  | Furniture, Machinery |
| Asphalt Seal and Repair   | 133206       | \$3,000.00   | \$3,000.00         | 6100           | Transportation Insti  | Maintenance of Groun |
| BetzDearborn Inc          | 133215       | \$3,893.80   | \$1,377.00         | 6377           | Mechanical Maintenanc | Materials/Supplies f |
|                           |              |              | \$2,516.80         | 6377           | Mechanical Maintenanc | Materials/Supplies f |
| Command Software Systems  | 133246       | \$4,500.00   | \$4,500.00         | 6324           | WLAN Support          | Computer Software    |
| Cook Plumbing Corp        | 133250       | \$3,520.00   | \$3,520.00         | 6511           | 810 SE Laurie Lane    | Purchases for Resale |
| Dickman Supply and Insula | 133279       | \$3,008.53   | \$2,604.50         | 6511           | 810 SE Laurie Lane    | Purchases for Resale |
|                           |              |              | \$404.03           | 6511           | 810 SE Laurie Lane    | Purchases for Resale |
| Iowa Communications Netwo | 133348       | \$4,908.00   | \$4,908.00         | 6150           | Communications        | Communications       |
| Iowa Communications Netwo | 133351       | \$4,034.00   | \$4,034.00         | 6150           | Communications        | Communications       |
| Iowa Workforce Developmen | 133358       | \$3,772.50   | \$3,772.50         | 6269           | Project Passport Yea  | Other Services       |
| John Wiley and Sons Inc   | 133363       | \$2,565.93   | \$1,718.04         | 6520           | Bookstore - Ankeny    | Purchases for Resale |
|                           |              |              | \$75.00            | 6520           | Bookstore - Ankeny    | Purchases for Resale |
|                           |              |              | -\$2,091.64        | 6520           | Bookstore - Ankeny    | Purchases for Resale |
|                           |              |              | -\$415.68          | 6520           | Bookstore - Ankeny    | Purchases for Resale |
|                           |              |              | -\$726.00          | 6520           | Bookstore - Boone     | Purchases for Resale |
|                           |              |              | \$1,095.00         | 6520           | Bookstore - Ankeny    | Purchases for Resale |
|                           |              |              | -\$288.00          | 6520           | Bookstore - Ankeny    | Purchases for Resale |
|                           |              |              | -\$712.50          | 6520           | Bookstore - Ankeny    | Purchases for Resale |
|                           |              |              | -\$96.00           | 6520           | Bookstore - Ankeny    | Purchases for Resale |
|                           |              |              | \$503.28           | 6520           | Bookstore - Ankeny    | Purchases for Resale |
|                           |              |              | \$59.27            | 6520           | Bookstore - Ankeny    | Purchases for Resale |
|                           |              |              | \$75.00            | 6520           | Bookstore - Ankeny    | Purchases for Resale |
|                           |              |              | \$6,500.00         | 6520           | Bookstore - Ankeny    | Purchases for Resale |
|                           |              |              | -\$740.88          | 6520           | Bookstore - Ankeny    | Purchases for Resale |
|                           |              |              | -\$406.00          | 6520           | Bookstore - Newton    | Purchases for Resale |
|                           |              |              | -\$1,982.96        | 6520           | Bookstore - Ankeny    | Purchases for Resale |
| Kirke Van Orsdel Incorpor | 133374       | \$201,704.50 | \$110,334.00       | 5910           | Workers Compensation  | Workmen's Comp Insur |
|                           |              |              | \$625.00           | 6019           | Human Resources       | Other Professional S |
|                           |              |              | \$40,000.00        | 6180           | Tort Insurance        | Insurance            |

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Das Moines Area Comm College  
 List of checks over \$2,500.00 from 16-JUL-1999 to 23-JUL-1999

| VENDOR NAME               | CHECK NUMBER | CHECK AMOUNT       | TRANSACTION AMOUNT   | ACCOUNT NUMBER | INDEX TITLE        | ACCOUNT TITLE        |
|---------------------------|--------------|--------------------|----------------------|----------------|--------------------|----------------------|
| Kirke Van Orsdel Incorpor | 133374       | \$201,704.50       | \$7,799.00           | 6180           | Non Tort Insurance | Insurance            |
|                           |              |                    | \$258.50             | 6180           | Tort Insurance     | Insurance            |
|                           |              |                    | \$42,688.00          | 6180           | Tort Insurance     | Insurance            |
| Lady Baltimore Foods Inc  | 133376       | \$4,052.41         | \$146.27             | 6460           | Snack Bar          | Other Materials and  |
|                           |              |                    | \$390.62             | 6460           | Snack Bar          | Other Materials and  |
|                           |              |                    | \$39.81              | 6511           | Snack Bar          | Purchases for Resale |
|                           |              |                    | \$404.06             | 6460           | Snack Bar          | Other Materials and  |
|                           |              |                    | \$37.46              | 6515           | Cafeteria          | Lakeview Inn         |
|                           |              |                    | \$151.09             | 6515           | Cafeteria          | Lakeview Inn         |
|                           |              |                    | \$661.06             | 6511           | Snack Bar          | Purchases for Resale |
|                           |              |                    | \$172.59             | 6511           | Snack Bar          | Purchases for Resale |
|                           |              |                    | \$18.93              | 6511           | Snack Bar          | Purchases for Resale |
|                           |              |                    | \$930.84             | 6511           | Snack Bar          | Purchases for Resale |
|                           |              |                    | -\$21.80             | 6511           | Snack Bar          | Purchases for Resale |
|                           |              |                    | -\$3.10              | 6511           | Snack Bar          | Purchases for Resale |
|                           |              |                    | \$54.97              | 6460           | Cafeteria          | Other Materials and  |
| \$167.22                  | 6460         | Snack Bar          | Other Materials and  |                |                    |                      |
| \$902.39                  | 6511         | Snack Bar          | Purchases for Resale |                |                    |                      |
| Laserquipt Inc            | 133379       | \$2,809.21         | \$390.00             | 6060           | WLAN Support       | Maintenance/Repair o |
|                           |              |                    | \$50.00              | 6060           | WLAN Support       | Maintenance/Repair o |
|                           |              |                    | \$2,151.15           | 6322           | WLAN Support       | Materials & Supplies |
|                           |              |                    | \$133.70             | 6060           | WLAN Support       | Maintenance/Repair o |
|                           |              |                    | \$84.36              | 6060           | WLAN Support       | Maintenance/Repair o |
| Leachman Lumber Company   | 133380       | \$2,937.11         | -\$86.12             | 6511           | 810 SE Laurie Lane | Purchases for Resale |
|                           |              |                    | \$104.21             | 6511           | 810 SE Laurie Lane | Purchases for Resale |
|                           |              |                    | \$286.44             | 6511           | 810 SE Laurie Lane | Purchases for Resale |
|                           |              |                    | \$42.98              | 6511           | 810 SE Laurie Lane | Purchases for Resale |
|                           |              |                    | -\$39.60             | 6511           | 810 SE Laurie Lane | Purchases for Resale |
|                           |              |                    | -\$55.40             | 6511           | 810 SE Laurie Lane | Purchases for Resale |
|                           |              |                    | \$63.20              | 6511           | 810 SE Laurie Lane | Purchases for Resale |
|                           |              |                    | \$51.84              | 6511           | 810 SE Laurie Lane | Purchases for Resale |
|                           |              |                    | \$314.10             | 6511           | 810 SE Laurie Lane | Purchases for Resale |
|                           |              |                    | \$286.00             | 6511           | 810 SE Laurie Lane | Purchases for Resale |
|                           |              |                    | \$1,721.55           | 6511           | 810 SE Laurie Lane | Purchases for Resale |
|                           |              |                    | \$113.57             | 6511           | 810 SE Laurie Lane | Purchases for Resale |
|                           |              |                    | \$56.56              | 6511           | 810 SE Laurie Lane | Purchases for Resale |
|                           |              |                    | \$51.90              | 6511           | 810 SE Laurie Lane | Purchases for Resale |
| \$25.88                   | 6511         | 810 SE Laurie Lane | Purchases for Resale |                |                    |                      |
| MidAmerican Energy Co     | 133403       | \$39,193.31        | \$31,599.06          | 6190           | Utilities          | Utilities            |
|                           |              |                    | \$199.10             | 6190           | Utilities          | Utilities            |
|                           |              |                    | \$7.83               | 6190           | Utilities          | Utilities            |
|                           |              |                    | \$53.94              | 6190           | Utilities          | Utilities            |

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Des Moines Area Comm College  
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| VENDOR NAME               | CHECK NUMBER | CHECK AMOUNT         | TRANSACTION AMOUNT  | ACCOUNT NUMBER | INDEX TITLE          | ACCOUNT TITLE        |
|---------------------------|--------------|----------------------|---------------------|----------------|----------------------|----------------------|
| MidAmerican Energy Co     | 133403       | \$39,193.31          | \$186.06            | 6190           | Utilities            | Utilities            |
|                           |              |                      | \$4,438.71          | 6190           | Utilities            | Utilities            |
|                           |              |                      | \$2,708.61          | 6190           | Utilities            | Utilities            |
| Moody's Investors Service | 133414       | \$4,000.00           | \$447.06            | 6014           | ABC Virtual Communic | Financial Serv Fees  |
|                           |              |                      | \$75.40             | 6014           | C G B Printing Finan | Financial Serv Fees  |
|                           |              |                      | \$926.20            | 6014           | Pioneer Hi Bred Intl | Financial Serv Fees  |
|                           |              |                      | \$1,850.27          | 6014           | Vermeer Mfg Co #8 Fi | Financial Serv Fees  |
|                           |              |                      | \$449.20            | 6014           | 3M Company Ames Fina | Financial Serv Fees  |
|                           |              |                      | \$81.28             | 6014           | Perishable Distribut | Financial Serv Fees  |
| \$170.59                  | 6014         | American Republic In | Financial Serv Fees |                |                      |                      |
| Ralph N Smith Inc         | 133451       | \$6,539.18           | \$6,539.18          | 6090           | Buildings Equipment  | Maintenance/Repair o |
| Teddell Electric Ltd      | 133486       | \$3,000.00           | \$3,000.00          | 6511           | 810 SE Laurie Lane   | Purchases for Resale |
| US West Communications    | 133513       | \$3,525.27           | \$3,525.27          | 6150           | Communications       | Communications       |
| West Des Moines Schools   | 133522       | \$3,240.00           | \$3,240.00          | 6210           | Intructional Realloc | Rental of Buildings  |
| Buffenbarger, Tonya R.    | 133550       | \$2,521.00           | \$2,521.00          | 1410           |                      | Due From Students    |
| REPORT TOTAL              |              |                      | \$349,733.63        |                |                      |                      |



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 List of checks over \$2,500.00 from 23-JUL-1999 to 30-JUL-1999

| VENDOR NAME               | CHECK NUMBER | CHECK AMOUNT | TRANSACTION AMOUNT | ACCOUNT NUMBER | INDEX TITLE          | ACCOUNT TITLE        |
|---------------------------|--------------|--------------|--------------------|----------------|----------------------|----------------------|
| Community State Bank      | 132092       | \$3,700.00   | \$3,700.00         | 6266           | Health Careers Oppor | Stipends             |
| Academy Roofing Co        | 133614       | \$3,009.25   | \$435.85           | 6090           | Buildings Equipment  | Maintenance/Repair o |
|                           |              |              | \$207.13           | 6090           | Buildings Equipment  | Maintenance/Repair o |
|                           |              |              | \$90.00            | 6090           | Buildings Equipment  | Maintenance/Repair o |
|                           |              |              | \$2,002.60         | 6090           | Buildings Equipment  | Maintenance/Repair o |
|                           |              |              | \$228.67           | 6090           | Buildings Equipment  | Maintenance/Repair o |
|                           |              |              | \$45.00            | 6090           | Buildings Equipment  | Maintenance/Repair o |
| Ahlers Cooney Dorweiler H | 133618       | \$2,976.60   | \$31.50            | 6013           | Office of the Vice P | Legal Fees           |
|                           |              |              | \$2,945.10         | 6013           | Tort Insurance       | Legal Fees           |
| Alliant Utilities IES Uti | 133624       | \$8,724.01   | \$161.84           | 6190           | Utilities            | Utilities            |
|                           |              |              | \$27.51            | 6190           | Utilities            | Utilities            |
|                           |              |              | \$36.71            | 6190           | Utilities            | Utilities            |
|                           |              |              | \$742.16           | 6190           | Utilities            | Utilities            |
|                           |              |              | \$7,755.79         | 6190           | Utilities            | Utilities            |
| Avatech Solution Inc      | 133647       | \$40,100.00  | \$10,687.01        | 6324           | Office of the Dean,  | Computer Software    |
|                           |              |              | \$29,412.99        | 6324           | Technology Funds Adv | Computer Software    |
| Avatech Solution Inc      | 133648       | \$2,700.00   | \$2,700.00         | 6324           | IMTC-ISU Sub Contrac | Computer Software    |
| Beal Brothers Manufacturi | 133651       | \$2,660.00   | \$2,660.00         | 6444           | Grounds              | Landscaping Material |
| Best Power                | 133653       | \$2,807.00   | \$1,735.00         | 6269           | Communications       | Other Services       |
|                           |              |              | \$1,072.00         | 6269           | Communications       | Other Services       |
| BetzDearborn Inc          | 133654       | \$3,767.86   | \$2,390.86         | 6377           | Mechanical Maintenan | Materials/Supplies f |
|                           |              |              | \$1,377.00         | 6377           | Mechanical Maintenan | Materials/Supplies f |
| Community State Bank      | 133700       | \$46,000.00  | \$46,000.00        | 6520           | Bookstore - Ankeny   | Purchases for Resale |
| Community State Bank      | 133701       | \$20,000.00  | \$20,000.00        | 6520           | Bookstore - Urban Ca | Purchases for Resale |
| Coop USA and Nadine Bush  | 133702       | \$4,380.91   | \$4,380.91         | 1410           | Unrestrict Student A | Due From Studente    |
| CSA Inc                   | 133718       | \$8,256.36   | \$8,256.36         | 6512           | Bookstore - Ankeny   | General Merchandise  |
| Des Moines Water Works    | 133736       | \$5,378.21   | \$4.20             | 6190           | Horticulture         | Utilities            |
|                           |              |              | \$23.26            | 6190           | Utilities            | Utilities            |
|                           |              |              | \$399.84           | 6190           | Utilities            | Utilities            |
|                           |              |              | \$67.16            | 6190           | Utilities            | Utilities            |
|                           |              |              | \$47.36            | 6190           | Utilities            | Utilities            |
|                           |              |              | \$37.22            | 6190           | Utilities            | Utilities            |
|                           |              |              | \$3,043.70         | 6190           | Utilities            | Utilities            |

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Des Moines Area Comm College  
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| VENDOR NAME               | CHECK NUMBER | CHECK AMOUNT         | TRANSACTION AMOUNT | ACCOUNT NUMBER | INDEX TITLE          | ACCOUNT TITLE        |
|---------------------------|--------------|----------------------|--------------------|----------------|----------------------|----------------------|
| Des Moines Water Works    | 133736       | \$5,378.21           | \$14.05            | 6190           | Utilities            | Utilities            |
|                           |              |                      | \$57.99            | 6190           | Utilities            | Utilities            |
|                           |              |                      | \$1,534.76         | 6190           | Utilities            | Utilities            |
|                           |              |                      | \$40.12            | 6190           | Utilities            | Utilities            |
|                           |              |                      | \$23.70            | 6190           | Utilities            | Utilities            |
|                           |              |                      | \$9.47             | 6190           | Utilities            | Utilities            |
|                           |              |                      | \$54.61            | 6190           | Utilities            | Utilities            |
|                           |              |                      | \$9.93             | 6190           | Utilities            | Utilities            |
|                           |              |                      | \$10.84            | 6190           | Utilities            | Utilities            |
| DMACC Boone Bookstore     | 133739       | \$11,000.00          | \$11,000.00        | 6520           | Bookstore - Boone    | Purchases for Resale |
| DMACC Carroll Bookstore   | 133740       | \$5,200.00           | \$5,200.00         | 6520           | Bookstore - Carroll  | Purchases for Resale |
| DMACC Newton Bookstore    | 133742       | \$2,500.00           | \$2,500.00         | 6520           | Bookstore - Newton   | Purchases for Resale |
| Easter Seal Society of Io | 133751       | \$9,556.00           | \$770.00           | 6269           | Two Day Drinking Dri | Other Services       |
|                           |              |                      | \$906.00           | 6321           | Two Day Drinking Dri | Food                 |
|                           |              |                      | \$712.00           | 6321           | Two Day Drinking Dri | Food                 |
|                           |              |                      | \$875.00           | 6269           | Two Day Drinking Dri | Other Services       |
|                           |              |                      | \$945.00           | 6269           | Two Day Drinking Dri | Other Services       |
|                           |              |                      | \$595.00           | 6269           | Two Day Drinking Dri | Other Services       |
|                           |              |                      | \$556.00           | 6321           | Two Day Drinking Dri | Food                 |
|                           |              |                      | \$742.00           | 6321           | Two Day Drinking Dri | Food                 |
|                           |              |                      | \$837.50           | 6321           | Two Day Drinking Dri | Food                 |
|                           |              |                      | \$762.50           | 6321           | Two Day Drinking Dri | Food                 |
|                           |              |                      | \$1,015.00         | 6269           | Two Day Drinking Dri | Other Services       |
| \$840.00                  | 6269         | Two Day Drinking Dri | Other Services     |                |                      |                      |
| Eastern Iowa Community Co | 133752       | \$17,890.14          | \$17,890.14        | 2010           | Health Continuing-Ge | Trade Accounts Payab |
| Erickson Machine Tools In | 133762       | \$100,000.00         | \$100,000.00       | 7100           | Advanced Tech Center | Furniture, Machinery |
| Essex Inn on Grant Park   | 133763       | \$2,582.97           | \$2,582.97         | 6511           | Alumni Association   | Purchases for Resale |
| Ettleson, Barbara         | 133764       | \$2,749.50           | \$139.50           | 6480           | 3M Knoxville Proj 3  | Travel-In State      |
|                           |              |                      | \$2,610.00         | 6019           | 3M Knoxville Proj 3  | Other Professional S |
| Gale Research             | 133778       | \$12,278.89          | \$12,278.89        | 7500           | Equip Replacement Li | Library Books and Fi |
| Hewlett Packard           | 133800       | \$2,820.95           | \$499.95           | 6060           | Information Systems  | Maintenance/Repair o |
|                           |              |                      | \$2,321.00         | 6060           | Information Systems  | Maintenance/Repair o |
| Iowa Department of Econom | 133819       | \$37,400.00          | \$4,180.00         | 6264           | ABC Virtual Communic | HF623 State Administ |
|                           |              |                      | \$17,300.00        | 6264           | Vermeer Mfg Co 08 Fi | HF623 State Administ |
|                           |              |                      | \$4,200.00         | 6264           | 3M Company Ames Fina | HF623 State Administ |

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| VENDOR NAME               | CHECK NUMBER | CHECK AMOUNT       | TRANSACTION AMOUNT   | ACCOUNT NUMBER | INDEX TITLE          | ACCOUNT TITLE        |
|---------------------------|--------------|--------------------|----------------------|----------------|----------------------|----------------------|
| Iowa Department of Econos | 133819       | \$37,400.00        | \$1,595.00           | 6264           | American Republic In | HF623 State Administ |
|                           |              |                    | \$705.00             | 6264           | C G B Printing Finan | HF623 State Administ |
|                           |              |                    | \$8,660.00           | 6264           | Pioneer Hi Bred Intl | HF623 State Administ |
|                           |              |                    | \$760.00             | 6264           | Perishable Distribut | HF623 State Administ |
| Iowa Department of Job Se | 133820       | \$5,491.13         | \$5,491.13           | 5970           | Unemployment         | Unemployment Comp    |
| Jim Hawk Truck Trailers I | 133830       | \$4,500.00         | \$4,500.00           | 7100           | Bookstore - Ankeny   | Furniture, Machinery |
| Kirke Van Orsdel Incorpor | 133839       | \$274,580.00       | \$9,707.00           | 6180           | Non Tort Insurance   | Insurance            |
|                           |              |                    | \$928.00             | 6180           | Tort Insurance       | Insurance            |
|                           |              |                    | \$19,716.00          | 6180           | Tort Insurance       | Insurance            |
|                           |              |                    | \$36,946.00          | 6180           | Tort Insurance       | Insurance            |
|                           |              |                    | \$85,394.00          | 6180           | Non Tort Insurance   | Insurance            |
|                           |              |                    | \$93,547.00          | 6180           | Tort Insurance       | Insurance            |
|                           |              |                    | \$24,912.00          | 6180           | Non Tort Insurance   | Insurance            |
|                           |              |                    | \$2,702.00           | 6180           | Tort Insurance       | Insurance            |
| \$728.00                  | 6180         | Non Tort Insurance | Insurance            |                |                      |                      |
| KJWW Engineering Consulta | 133841       | \$10,560.41        | \$10,560.41          | 6015           | Iowa Energy Ctr Ener | Consultant's Fees    |
| Knapp Properties Inc      | 133844       | \$8,134.92         | \$8,134.92           | 6210           | West Lakes Center    | Rental of Buildings  |
| Lady Baltimore Foods Inc  | 133851       | \$6,617.05         | \$198.39             | 6460           | Snack Bar            | Other Materials and  |
|                           |              |                    | \$1,120.61           | 6515           | Cafeteria            | Lakeview Inn         |
|                           |              |                    | \$621.41             | 6515           | Cafeteria            | Lakeview Inn         |
|                           |              |                    | \$86.99              | 6460           | Cafeteria            | Other Materials and  |
|                           |              |                    | \$414.14             | 6460           | Snack Bar            | Other Materials and  |
|                           |              |                    | -\$35.00             | 6511           | Snack Bar            | Purchases for Resale |
|                           |              |                    | -\$15.35             | 6511           | Snack Bar            | Purchases for Resale |
|                           |              |                    | \$46.08              | 6460           | Cafeteria            | Other Materials and  |
|                           |              |                    | \$1.19               | 6511           | Snack Bar            | Purchases for Resale |
|                           |              |                    | \$85.22              | 6511           | Snack Bar            | Purchases for Resale |
|                           |              |                    | \$52.42              | 6511           | Snack Bar            | Purchases for Resale |
|                           |              |                    | \$1,308.39           | 6511           | Snack Bar            | Purchases for Resale |
|                           |              |                    | \$322.50             | 6460           | Snack Bar            | Other Materials and  |
|                           |              |                    | \$989.11             | 6511           | Snack Bar            | Purchases for Resale |
|                           |              |                    | \$114.46             | 6460           | Snack Bar            | Other Materials and  |
|                           |              |                    | \$532.68             | 6515           | Cafeteria            | Lakeview Inn         |
| \$837.61                  | 6511         | Snack Bar          | Purchases for Resale |                |                      |                      |
| -\$51.50                  | 6460         | Cafeteria          | Other Materials and  |                |                      |                      |
| -\$12.29                  | 6511         | Snack Bar          | Purchases for Resale |                |                      |                      |
| MidAmerican Energy Co     | 133877       | \$36,849.72        | \$34,260.00          | 6190           | Utilities            | Utilities            |
|                           |              |                    | \$2,011.80           | 6190           | Utilities            | Utilities            |
|                           |              |                    | \$577.92             | 6190           | Utilities            | Utilities            |

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| VENDOR NAME               | CHECK NUMBER | CHECK AMOUNT | TRANSACTION AMOUNT | ACCOUNT NUMBER | INDEX TITLE          | ACCOUNT TITLE        |
|---------------------------|--------------|--------------|--------------------|----------------|----------------------|----------------------|
| Miller Mechanical Special | 133883       | \$8,398.71   | \$6,788.00         | 6090           | Iowa Energy Ctr Ener | Maintenance/Repair o |
|                           |              |              | \$40.35            | 6090           | Iowa Energy Ctr Ener | Maintenance/Repair o |
|                           |              |              | \$1,570.36         | 6090           | Iowa Energy Ctr Ener | Maintenance/Repair o |
| North Central Association | 133902       | \$4,950.00   | \$4,950.00         | 6040           | Other General Instit | Memberships          |
| Ohland Concrete Construct | 133905       | \$4,808.25   | \$4,808.25         | 6100           | Buildings Equipment  | Maintenance of Groun |
| Pinkerton Security & Inve | 133915       | \$7,775.77   | \$2,071.81         | 6261           | Office of the Dir, P | Contracted Security  |
|                           |              |              | \$5,703.96         | 6261           | Office of the Dir, P | Contracted Security  |
| Pioneer Hi-Bred Internati | 133916       | \$10,916.00  | \$10,916.00        | 1410           | Unrestrict Student A | Due From Students    |
| Pomeroy Computer Resource | 133918       | \$3,995.49   | \$3,805.00         | 6322           | WLAN Support         | Materials & Supplies |
|                           |              |              | \$132.44           | 6322           | Office Occupations   | Materials & Supplies |
|                           |              |              | \$36.11            | 6322           | Office Occupations   | Materials & Supplies |
|                           |              |              | \$21.94            | 6322           | Foundation           | Materials & Supplies |
| ROG Bussard Dikis Inc     | 133926       | \$8,478.64   | \$22.68            | 7600           | Welding Renovation   | Buildings and Fixed  |
|                           |              |              | \$7,701.02         | 7600           | Architectual Millwor | Buildings and Fixed  |
|                           |              |              | \$718.73           | 6012           | Office of the Dir, P | Architect's Fees     |
|                           |              |              | \$36.21            | 6012           | Office of the Dir, P | Architect's Fees     |
| St Peters Church          | 133949       | \$4,000.00   | \$4,000.00         | 6210           | ESL                  | Rental of Buildings  |
| Sullivan and Ward PC      | 133956       | \$3,564.45   | \$580.00           | 6013           | Office of the Vice P | Legal Fees           |
|                           |              |              | \$2,984.45         | 6013           | Office of the Vice P | Legal Fees           |
| Training Solutions        | 133963       | \$5,255.00   | \$5,255.00         | 6269           | Software Center      | Other Services       |
| Nolan, Kelly M.           | 134038       | \$3,398.00   | \$3,398.00         | 1410           |                      | Due From Students    |
| American Express Financia | 134049       | \$3,871.50   | \$3,871.50         | 2260           |                      | Tax Sheltered Annuit |
| Community State Bank      | 134084       | \$918,917.28 | \$918,917.28       | 1119           |                      | Checking-Payroll     |
| Deere Community Credit Un | 134087       | \$5,445.00   | \$5,445.00         | 2299           |                      | Other Employee Deduc |
| Fidelity Investments      | 134098       | \$2,708.03   | \$2,708.03         | 2260           |                      | Tax Sheltered Annuit |
| First Iowa Credit Union   | 134099       | \$6,260.51   | \$6,260.51         | 2299           |                      | Other Employee Deduc |
| IPERS                     | 134106       | \$72,127.99  | \$72,127.99        | 2230           |                      | IPERS Payable        |
| Teachers Insurance and An | 134141       | \$11,466.07  | \$11,466.07        | 2260           |                      | Tax Sheltered Annuit |
| TIAA CREF College Retirem | 134143       | \$50,562.03  | \$50,562.03        | 2240           |                      | TIAA/CREF Payable    |

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| VENDOR NAME    | CHECK NUMBER | CHECK AMOUNT | TRANSACTION AMOUNT | ACCOUNT NUMBER | INDEX TITLE | ACCOUNT TITLE        |
|----------------|--------------|--------------|--------------------|----------------|-------------|----------------------|
| Vanguard Group | 134154       | \$3,562.61   | \$3,562.61         | 2260           |             | Tax Sheltered Annuit |
|                |              | REPORT TOTAL | \$1,845,633.21     |                |             |                      |

# MONTHLY FINANCIAL REPORT

JULY 1999

**DMACC**  
DES MOINES AREA  
COMMUNITY COLLEGE

Regular Bd Mtg  
August 9, 1999  
Attachment #3

**DES MOINES AREA COMMUNITY COLLEGE  
MONTHLY FINANCIAL REPORT  
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Des Moines Area Community College  
Balance Sheet  
June 30, 1999

|   | Unrestricted<br>General<br>Fund 1 | Restricted<br>General<br>Fund 2 | Auxiliary<br>Fund 3        | Agency<br>Fund 4           | Scholar-<br>ship<br>Fund 5 | Loan<br>Fund 6           | Plant<br>Fund 7             | Total                        |
|---|-----------------------------------|---------------------------------|----------------------------|----------------------------|----------------------------|--------------------------|-----------------------------|------------------------------|
| <b>ASSETS</b>                           |                                   |                                 |                            |                            |                            |                          |                             |                              |
| Current Assets                          |                                   |                                 |                            |                            |                            |                          |                             |                              |
| Cash on Hand or in Banks                | \$ (118,347)                      | \$ -                            | \$ -                       | \$ 4,033                   | \$ -                       | \$ -                     | \$ -                        | \$ (114,314)                 |
| Investments                             | 4,105,833                         | 35,550,105                      | 1,348,882                  | 1,124,534                  | 101,644                    | 57,704                   | 1,997,233                   | 44,285,935                   |
| Accounts Receivable                     | 4,440,814                         | 27,163,733                      | 207,395                    | -                          | 37,255                     | 12,416                   | -                           | 31,861,613                   |
| Student Loans                           | -                                 | -                               | -                          | -                          | -                          | 769,444                  | -                           | 769,444                      |
| Deposits & Prepaid Expenses             | 168,550                           | -                               | -                          | -                          | -                          | -                        | 790,735                     | 959,285                      |
| Inventories                             | 157,940                           | -                               | 891,644                    | -                          | -                          | -                        | -                           | 1,049,584                    |
| Due to/from Other Funds                 | -                                 | -                               | -                          | -                          | -                          | -                        | -                           | -                            |
| <b>Total Current Assets</b>             | <b>8,754,790</b>                  | <b>62,713,838</b>               | <b>2,447,921</b>           | <b>1,128,567</b>           | <b>138,899</b>             | <b>839,564</b>           | <b>2,787,968</b>            | <b>78,811,547</b>            |
| Fixed Assets                            |                                   |                                 |                            |                            |                            |                          |                             |                              |
| Land, Buildings & Improvements          | -                                 | -                               | -                          | 176,634                    | -                          | -                        | 55,718,225                  | 55,894,859                   |
| Equipment, Leased Prop, Books & Films   | -                                 | -                               | -                          | 180,247                    | -                          | -                        | 24,779,469                  | 24,959,716                   |
| <b>Total Fixed Assets</b>               | <b>-</b>                          | <b>-</b>                        | <b>-</b>                   | <b>356,881</b>             | <b>-</b>                   | <b>-</b>                 | <b>80,497,694</b>           | <b>80,854,575</b>            |
| <b>TOTAL ASSETS</b>                     | <b><u>\$ 8,754,790</u></b>        | <b><u>\$ 62,713,838</u></b>     | <b><u>\$ 2,447,921</u></b> | <b><u>\$ 1,485,448</u></b> | <b><u>\$ 138,899</u></b>   | <b><u>\$ 839,564</u></b> | <b><u>\$ 83,285,662</u></b> | <b><u>\$ 159,666,122</u></b> |
| <b>LIABILITIES AND FUND BALANCES</b>    |                                   |                                 |                            |                            |                            |                          |                             |                              |
| Current Liabilities                     |                                   |                                 |                            |                            |                            |                          |                             |                              |
| Long Term Liabilities                   | \$ 4,493,200                      | \$ 25,250,654                   | \$ (28,186)                | \$ 20,755                  | \$ -                       | \$ 245                   | \$ 10,259                   | \$ 29,746,927                |
| Deposits Held in Custody for Others     | -                                 | 33,448,950                      | -                          | -                          | -                          | -                        | 7,223,099                   | 40,672,049                   |
| <b>Total Liabilities</b>                | <b>7,402</b>                      | <b>605</b>                      | <b>-</b>                   | <b>1,464,693</b>           | <b>-</b>                   | <b>-</b>                 | <b>-</b>                    | <b>1,472,700</b>             |
| <b>Total Liabilities</b>                | <b>4,500,602</b>                  | <b>58,700,209</b>               | <b>(28,186)</b>            | <b>1,485,448</b>           | <b>-</b>                   | <b>245</b>               | <b>7,233,358</b>            | <b>71,891,676</b>            |
| Fund Balance                            |                                   |                                 |                            |                            |                            |                          |                             |                              |
| Unrestricted                            | 3,735,313                         | -                               | -                          | -                          | -                          | -                        | -                           | 3,735,313                    |
| Restricted-Specific Purposes            | 518,875                           | 4,013,629                       | 2,476,107                  | -                          | 138,899                    | 839,319                  | 2,787,968                   | 10,774,797                   |
| Net Investment in Plant                 | -                                 | -                               | -                          | -                          | -                          | -                        | 73,264,336                  | 73,264,336                   |
| <b>Total Fund Balance</b>               | <b>4,254,188</b>                  | <b>4,013,629</b>                | <b>2,476,107</b>           | <b>-</b>                   | <b>138,899</b>             | <b>839,319</b>           | <b>76,052,304</b>           | <b>87,774,446</b>            |
| <b>TOTAL LIABILITIES &amp; FUND BAL</b> | <b><u>\$ 8,754,790</u></b>        | <b><u>\$ 62,713,838</u></b>     | <b><u>\$ 2,447,921</u></b> | <b><u>\$ 1,485,448</u></b> | <b><u>\$ 138,899</u></b>   | <b><u>\$ 839,564</u></b> | <b><u>\$ 83,285,662</u></b> | <b><u>\$ 159,666,122</u></b> |



Des Moines Area Community College  
Statement of Revenue, Expenditures and Changes in Fund Balances  
June 30, 1999

|   | Unrestricted<br>General<br>Fund 1 | Restricted<br>General<br>Fund 2 | Auxiliary<br>Fund 3 | Agency<br>Fund 4    | Scholar-<br>ship<br>Fund 5 | Loan<br>Fund 6    | Plant<br>Fund 7      | Total                |
|---|-----------------------------------|---------------------------------|---------------------|---------------------|----------------------------|-------------------|----------------------|----------------------|
| <b>Revenues and Other Additions:</b>          |                                   |                                 |                     |                     |                            |                   |                      |                      |
| Tuition and Fees                              | \$ 17,345,864                     | \$ 823,655                      | \$ 103,921          | \$ 240,620          | \$ -                       | \$ -              | \$ -                 | \$ 18,514,060        |
| Local Support (Property Taxes)                | 3,873,352                         | 1,821,508                       |                     |                     |                            |                   | 3,872,459            | 9,567,319            |
| State Support                                 | 20,175,265                        | 1,535,000                       | 831                 | 316,647             |                            |                   |                      | 22,027,743           |
| Federal Support                               | 884,579                           | 1,164,836                       | 2,257               | 6,229               | 4,281,889                  |                   |                      | 6,339,790            |
| Sales and Services                            | 136,286                           |                                 | 7,405,515           | 109,373             |                            |                   |                      | 7,651,174            |
| Training Revenue                              |                                   | 11,870,573                      |                     |                     |                            |                   |                      | 11,870,573           |
| Other Income                                  | 719,470                           | 810,145                         | 148,636             | 620,920             | 1,989                      | 4,371             | 118,257              | 2,423,788            |
| Expended for Plant Assets, Net                |                                   |                                 |                     |                     |                            |                   | 2,803,231            | 2,803,231            |
| <b>Total Revenue and Other Add</b>            | <b>43,134,816</b>                 | <b>18,025,717</b>               | <b>7,661,160</b>    | <b>1,293,789</b>    | <b>4,283,878</b>           | <b>4,371</b>      | <b>6,793,947</b>     | <b>81,197,678</b>    |
| <b>Expenditures and Other Deductions:</b>     |                                   |                                 |                     |                     |                            |                   |                      |                      |
| Educational and General:                      |                                   |                                 |                     |                     |                            |                   |                      |                      |
| Instruction                                   | 24,343,716                        | 9,988,236                       |                     |                     |                            |                   |                      | 34,331,952           |
| Academic Support                              | 4,923,427                         | 160,299                         |                     |                     |                            |                   |                      | 5,083,726            |
| Student Services                              | 3,502,197                         | 940,630                         |                     |                     |                            |                   |                      | 4,442,827            |
| Institutional Support                         | 6,379,227                         | 2,295,633                       |                     |                     |                            |                   |                      | 8,674,860            |
| Operation and Maintenance of Plant            | 3,136,879                         | 442,988                         |                     |                     |                            |                   |                      | 3,579,867            |
| Auxiliary Enterprise Expenditures             |                                   |                                 | 7,471,581           |                     |                            |                   |                      | 7,471,581            |
| Scholarship Expense                           |                                   |                                 |                     |                     | 4,445,306                  |                   |                      | 4,445,306            |
| Loan Fund Expense                             |                                   |                                 |                     |                     |                            | 93,580            |                      | 93,580               |
| Plant Fund Expense                            |                                   |                                 |                     |                     |                            |                   | 6,728,659            | 6,728,659            |
| Agency Fund Expense                           |                                   |                                 |                     | 1,206,199           |                            |                   |                      | 1,206,199            |
| <b>Total Expenditures and Other Deduct</b>    | <b>42,285,446</b>                 | <b>13,827,786</b>               | <b>7,471,581</b>    | <b>1,206,199</b>    | <b>4,445,306</b>           | <b>93,580</b>     | <b>6,728,659</b>     | <b>76,058,557</b>    |
| <b>Transfer Among Funds: Add &amp; Deduct</b> |                                   |                                 |                     |                     |                            |                   |                      |                      |
| Mandatory                                     | (54,382)                          |                                 |                     |                     | 54,382                     |                   |                      | -                    |
| Non-Mandatory                                 | (479,213)                         | (1,417,250)                     | 89,628              | 32,912              | 118,610                    | (13,175)          | 1,668,488            | -                    |
| <b>Net Increase (Decrease) for the Period</b> | <b>315,775</b>                    | <b>2,780,681</b>                | <b>279,207</b>      | <b>120,502</b>      | <b>11,564</b>              | <b>(102,384)</b>  | <b>1,733,776</b>     | <b>5,139,121</b>     |
| <b>Fund Balance at Beginning of Year</b>      | <b>3,938,413</b>                  | <b>1,232,948</b>                | <b>2,196,900</b>    | <b>1,344,191</b>    | <b>127,335</b>             | <b>941,703</b>    | <b>74,318,528</b>    | <b>84,100,018</b>    |
| <b>Fund Balance at End of Period</b>          | <b>\$ 4,254,188</b>               | <b>\$ 4,013,629</b>             | <b>\$ 2,476,107</b> | <b>\$ 1,464,693</b> | <b>\$ 138,899</b>          | <b>\$ 839,319</b> | <b>\$ 76,052,304</b> | <b>\$ 89,239,139</b> |

Investments  
June 30, 1999

| Institution                       | Investment Type  | Interest Rate | Unrestricted Current Fund 1 | Restricted Current Fund 2 | Auxiliary Fund 3    | Agency Fund 4       | Scholarship Fund 5 | Loan Fund 6      | Plant Fund 7        | Total                |
|-----------------------------------|------------------|---------------|-----------------------------|---------------------------|---------------------|---------------------|--------------------|------------------|---------------------|----------------------|
| Community State Bank              | Money Market     | 4.39%         | \$ 400,368                  | \$ 445,913                |                     | \$ -                |                    |                  | \$ -                | \$ 846,281           |
| Community State Bank              | Investment Svgs  | 4.75%         | -                           | 435,781                   |                     | 1,021,999           | 101,644            | 57,704           | 1,997,233           | 3,614,361            |
| Community State Bank              | No Interest Acct | 0.00%         | -                           | -                         | -                   | -                   | -                  | -                | -                   | -                    |
| <b>Total Community State Bank</b> |                  |               | 400,368                     | 881,694                   | -                   | 1,021,999           | 101,644            | 57,704           | 1,997,233           | 4,460,642            |
| Brenton Bank                      | Business Chkg    | 1.80%         | -                           | -                         | 31,673              | -                   | -                  | -                | -                   | 31,673               |
| Brenton Bank                      | Money Market     | 4.40%         | -                           | 2,735,162                 | 1,317,209           | -                   | -                  | -                | -                   | 4,052,371            |
| <b>Total Brenton Bank</b>         |                  |               | -                           | 2,735,162                 | 1,348,882           | -                   | -                  | -                | -                   | 4,084,044            |
| Firststar Bank                    | Money Market     | 4.38%         | -                           | 4,662,998                 | -                   | -                   | -                  | -                | -                   | 4,662,998            |
| Norwest Trust                     | Trust Account    | Variable      | -                           | 15,372,946                | -                   | -                   | -                  | -                | -                   | 15,372,946           |
| ISJIT                             | CD due 6/30/00   | 6.01%         | -                           | 2,163,677                 | -                   | -                   | -                  | -                | -                   | 2,163,677            |
| First National Bank               | Money Market     | 4.36%         | -                           | 2,641,958                 | -                   | -                   | -                  | -                | -                   | 2,641,958            |
| First National Bank               | CD's due 4/4/00  | 4.70/4.30%    | -                           | -                         | -                   | 102,535             | -                  | -                | -                   | 102,535              |
| <b>Total First National Bank</b>  |                  |               | -                           | 2,641,958                 | -                   | 102,535             | -                  | -                | -                   | 2,744,493            |
| Bankers Trust                     | Money Market     | 4.70%         | -                           | 1,176,144                 | -                   | -                   | -                  | -                | -                   | 1,176,144            |
| Bankers Trust                     | CD due 6/01/00   | 5.35%         | -                           | 1,500,000                 | -                   | -                   | -                  | -                | -                   | 1,500,000            |
| Bankers Trust                     | CD due 9/25/99   | 5.02%         | -                           | 500,000                   | -                   | -                   | -                  | -                | -                   | 500,000              |
| Bankers Trust                     | CD due 7/14/99   | 5.50%         | -                           | 1,000,000                 | -                   | -                   | -                  | -                | -                   | 1,000,000            |
| <b>Total Bankers Trust</b>        |                  |               | -                           | 4,176,144                 | -                   | -                   | -                  | -                | -                   | 4,176,144            |
| Boone Bank and Trust              | Money Market     | 4.38%         | -                           | 915,526                   | -                   | -                   | -                  | -                | -                   | 915,526              |
| Boone Bank and Trust              | CD due 1/7/00    | 5.25%         | -                           | 1,000,000                 | -                   | -                   | -                  | -                | -                   | 1,000,000            |
| Boone Bank and Trust              | CD due 7/8/99    | 5.11%         | -                           | 1,000,000                 | -                   | -                   | -                  | -                | -                   | 1,000,000            |
| <b>Total Boone Bank and Trust</b> |                  |               | -                           | 2,915,526                 | -                   | -                   | -                  | -                | -                   | 2,915,526            |
| Mercantile Bank                   | Money Market     | 4.60%         | 1,362,614                   | -                         | -                   | -                   | -                  | -                | -                   | 1,362,614            |
| State Bank and Trust              | CD due 4/1/00    | 5.25%         | 2,253,352                   | -                         | -                   | -                   | -                  | -                | -                   | 2,253,352            |
| West Bank                         | Money Market     | 3.87%         | 89,499                      | -                         | -                   | -                   | -                  | -                | -                   | 89,499               |
| <b>Grand Totals</b>               |                  |               | <u>\$ 4,105,833</u>         | <u>\$ 35,550,105</u>      | <u>\$ 1,348,882</u> | <u>\$ 1,124,534</u> | <u>\$ 101,644</u>  | <u>\$ 57,704</u> | <u>\$ 1,997,233</u> | <u>\$ 44,285,935</u> |

Des Moines Area Community College  
Detail of Liabilities  
June 30, 1999

|                               | Unrestricted<br>General<br>Fund 1 | Restricted<br>General<br>Fund 2 | Auxiliary<br>Fund 3       | Agency<br>Fund 4        | Scholarship<br>Fund 5 | Loan<br>Fund 6       | Plant<br>Fund 7            | Total                       |
|-------------------------------|-----------------------------------|---------------------------------|---------------------------|-------------------------|-----------------------|----------------------|----------------------------|-----------------------------|
| <b>Payables:</b>              |                                   |                                 |                           |                         |                       |                      |                            |                             |
| Trade Accounts Payable        | \$ 216,102                        | \$ 123,548                      | \$(134,786)               | \$ -                    | \$ -                  | \$ 245               | \$ 259                     | \$ 205,368                  |
| Long Term Payables (Bonds)    |                                   | 33,881,580                      |                           |                         |                       |                      | 6,990,000                  | 40,871,580                  |
| Unamortized Discount on Bonds |                                   | (432,630)                       |                           |                         |                       |                      | (45,573)                   | (478,203)                   |
| Leaseholds Payable            |                                   |                                 |                           |                         |                       |                      | 278,672                    | 278,672                     |
| <b>Accrued Liabilities:</b>   |                                   |                                 |                           |                         |                       |                      |                            |                             |
| Payroll                       | 1,731,600                         | 63,700                          | 41,600                    |                         |                       |                      |                            | 1,836,900                   |
| Accrued Vacation              | 585,000                           | 87,000                          | 65,000                    |                         |                       |                      | 10,000                     | 747,000                     |
| Other Accruals                | 59,757                            |                                 |                           | 16,830                  |                       |                      |                            | 76,587                      |
| <b>Other Liabilities:</b>     |                                   |                                 |                           |                         |                       |                      |                            |                             |
| Funds Held in Trust           | 7,402                             | 605                             |                           | -                       |                       |                      |                            | 8,007                       |
| Deferred Income               | <u>1,900,741</u>                  | <u>24,976,406</u>               | <u>-</u>                  | <u>3,925</u>            | <u>-</u>              | <u>-</u>             | <u>-</u>                   | <u>26,881,072</u>           |
| <b>Total</b>                  | <b><u>\$ 4,500,602</u></b>        | <b><u>\$ 58,700,209</u></b>     | <b><u>\$ (28,186)</u></b> | <b><u>\$ 20,755</u></b> | <b><u>\$ -</u></b>    | <b><u>\$ 245</u></b> | <b><u>\$ 7,233,358</u></b> | <b><u>\$ 70,426,983</u></b> |

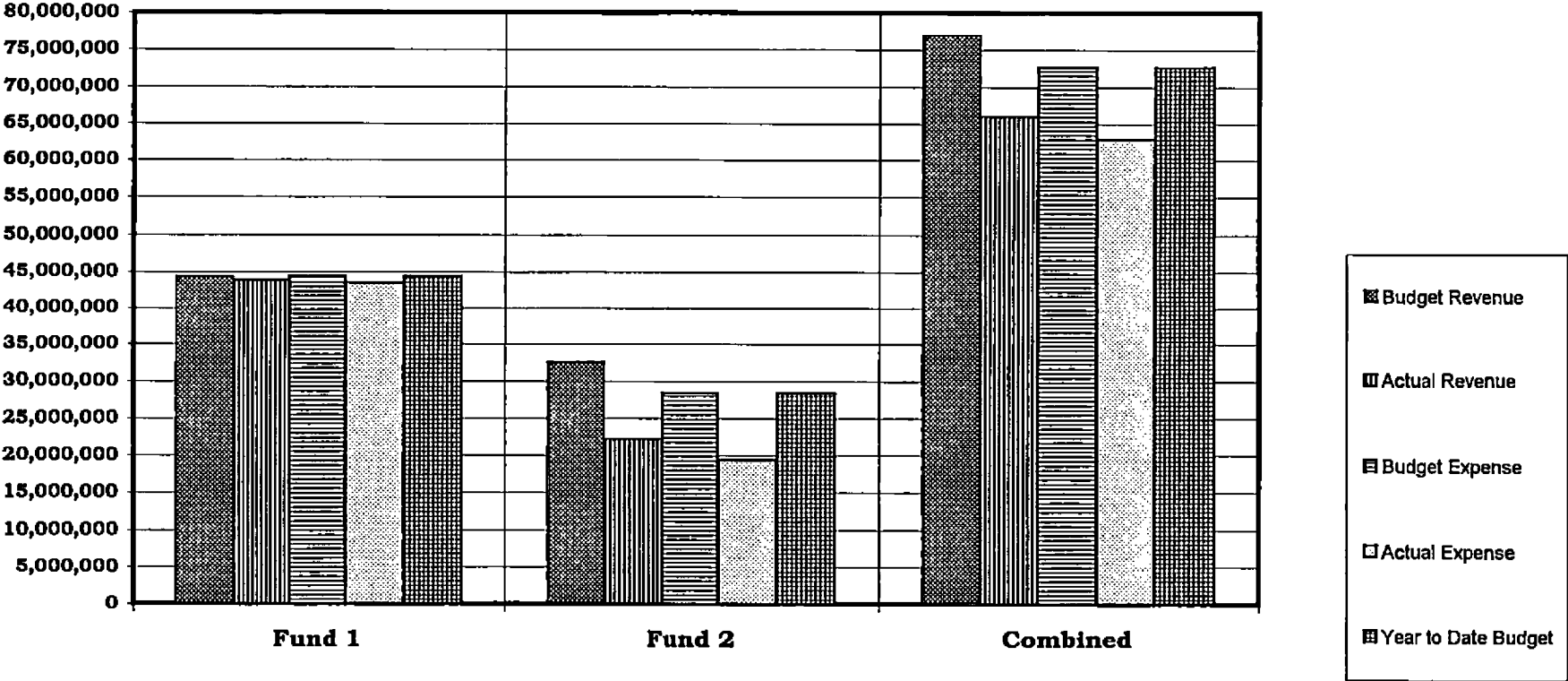
Des Moines Area Community College  
 FY98-99 Budget Report  
 Summary by Fund (All Funds)  
 June 30, 1999

| Fund Name                 | Fund<br>Number | Board<br>Approved<br>Budget | Working<br>Budget     | Amount<br>Received/<br>Expended | Budget<br>Commitment | Over<br>(Under)<br>Budget |
|---------------------------|----------------|-----------------------------|-----------------------|---------------------------------|----------------------|---------------------------|
| <b>Revenue</b>            |                |                             |                       |                                 |                      |                           |
| Unrestricted Current      | 1              | \$ 42,526,642               | \$ 44,315,405         | \$ 43,825,114                   |                      | \$ (490,291)              |
| Restricted Current        | 2              | 30,926,853                  | 32,552,843            | 22,155,754                      |                      | \$ (10,397,089)           |
| Auxiliary                 | 3              | 8,466,370                   | 9,225,820             | 8,690,554                       |                      | \$ (535,266)              |
| Agency                    | 4              | 1,544,662                   | 2,028,072             | 1,642,955                       |                      | \$ (385,117)              |
| Scholarship               | 5              | 3,837,000                   | 3,835,033             | 4,456,870                       |                      | \$ 621,837                |
| Loan                      | 6              | 10,000                      | 10,000                | 29,224                          |                      | \$ 19,224                 |
| Plant (Note 1)            | 7              | <u>7,856,244</u>            | <u>8,582,292</u>      | <u>8,473,135</u>                |                      | <u>\$ (109,157)</u>       |
| <b>Total Revenue</b>      |                | <u>\$ 95,167,771</u>        | <u>\$ 100,549,465</u> | <u>\$ 89,273,606</u>            |                      | <u>\$ (11,275,859)</u>    |
| <b>Expenditures</b>       |                |                             |                       |                                 |                      |                           |
| Unrestricted Current      | 1              | \$ 42,310,414               | \$ 44,388,478         | \$ 43,509,339                   | \$ -                 | \$ (879,139)              |
| Restricted Current        | 2              | 27,708,529                  | 28,305,852            | 19,375,073                      | -                    | \$ (8,930,779)            |
| Auxiliary                 | 3              | 8,309,729                   | 9,485,785             | 8,555,054                       | -                    | \$ (930,731)              |
| Agency                    | 4              | 1,480,926                   | 2,003,017             | 1,522,452                       | -                    | \$ (480,565)              |
| Scholarship               | 5              | 3,837,000                   | 3,849,033             | 4,445,306                       | -                    | \$ 596,273                |
| Loan                      | 6              | 12,500                      | 12,500                | 131,608                         | -                    | \$ 119,108                |
| Plant (Note 1)            | 7              | <u>7,583,180</u>            | <u>8,684,345</u>      | <u>6,739,359</u>                | -                    | <u>\$ (1,944,986)</u>     |
| <b>Total Expenditures</b> |                | <u>\$ 91,242,278</u>        | <u>\$ 96,729,010</u>  | <u>\$ 84,278,191</u>            | <u>\$ -</u>          | <u>\$ (12,450,819)</u>    |

Note 1: The Plant Fund is presented on a cash basis consistent with the published budget.

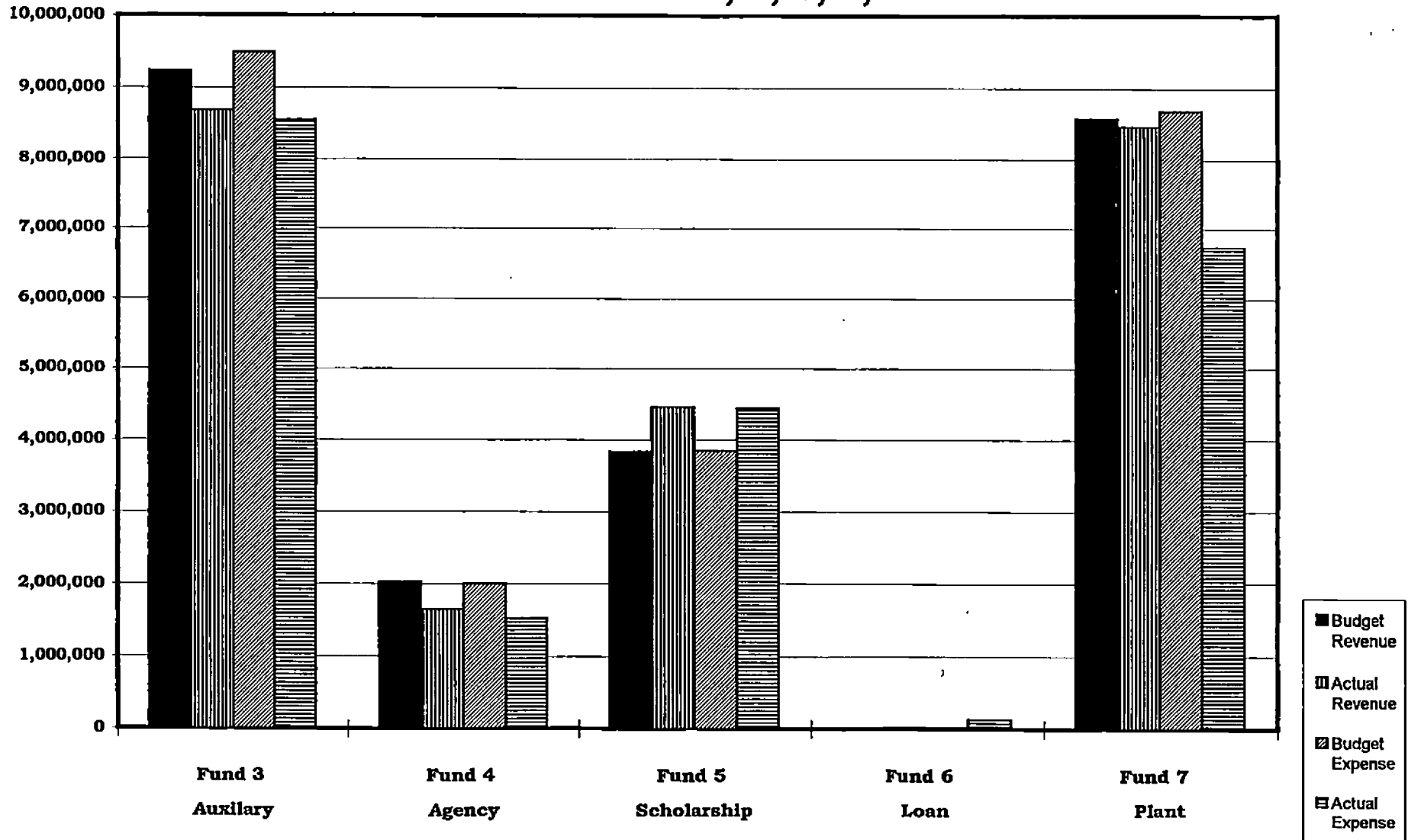
# DMACC BUDGET STATUS

## JUNE 30, 1999 FUNDS 1 & 2



# DMACC BUDGET STATUS JUNE 30, 1999

## FUND 3, 4, 5, 6, 7



## DMACC REVENUE AND EXPENDITURES YEAR TO DATE JUNE 30, 1999

