
**May 11, 2020 - 4:00 PM
ZOOM Video or Phone Conference**

I. CALL TO ORDER

Chair Ken Roemer, called the meeting to order at 4:02 PM.

II. ROLL CALL

Members present by ZOOM: Ken Roemer, Grant Riles, Joe Pimple, Michelle Hammond, Melissa Hall

Members Present by Phone: Pat Wiederholt

Members absent: Mark Remmert

III. ADOPTION OF THE AGENDA

Correction – BUS Increase \$40 per semester

Upon a motion by Grant Riles to accept the revised Agenda, seconded by Joe Pimple, the motion unanimously passed.

IV. OPPORTUNITY FOR VISITORS TO BE HEARD

No visitors

V. AWARDS, RECOGNITIONS, ACHIEVEMENTS

- NCLEX Testing Results – Kathy Bode
Celebrating National Nurses week. National Board Exam results for the Graduating Class of December 2019.
19 graduates - 18 took exams - 17 passed – 94.4% pass rate

VI. CONSENT AGENDA

- A. Minutes from April 13, 2020 Board Meeting
- B. Warrants
- C. New Staff Appointments/Adjunct Contracts/Mutual Consent Contracts/Retirements

Upon a motion made by Melissa Hall to approve the Consent Agenda, seconded by Michelle Hammond, the motion unanimously passed.

VII. ACTION ITEMS

- A. Approval of Financial Reports – Nancy Thompson, VP of Business Services

Upon a motion made by Michelle Hammond to approve the Financial Reports as submitted, seconded by Grant Riles, the motion unanimously passed.

- B. Approval of Business Technology Program Fee Increase for FY'21 – Lisa Kirmer, VP of Student Services
 - All program fees had been submitted in March. BUS program decided they would like to use a time/tracking software which will increase fees \$40 per year. Students can use this remotely.

Upon a motion made by Joe Pimple to approve the increase to Business Technology Program Fees, seconded by Michelle Hammond, the motion unanimously passed.

VIII. DISCUSSION ITEMS

- A. Culinary Arts Construction Bid Process – Mike Crouch, VP of Advancement, President Dean Hollenbeck
- Run the project through the foundation – gives us opportunity to stay local in the bid process.
 - Auditors gave greenlight
 - Construction piece – possible donations
 - Equipment – luncheon with kitchen equipment suppliers – may offer donation of equipment
 - Furnishings – possible donations
- B. FY'21 Budget – Nancy Thompson, VP of Business Services
- Balanced as of today
- C. FY'21 Enrollment – Lisa Kirmer, VP of Student Services
- Up a little in head count and FTE compared to last year
 - Majority of students enrolled had enrolled before COVID 19 pandemic
 - Using Zoom for meetings
 - Dental and Nursing have not enrolled a lot of new students because of interviews that need to be done
- D. College Report – President Dean Hollenbeck
- Opened up to small groups today. Staff stationed at main doors. Each student and staff personnel had to complete a questionnaire and wear masks. Everyone will have to complete the questionnaire each day they come into the buildings.
 - VP Steve Loewen and President Hollenbeck will be explaining our COVID procedures on TechTalk Radio interview on KVOE Radio Station.
 - Federal Cares Act – provides students with some student aide. Received \$153,000 to go to students. Students may apply and if they qualify will receive \$500. Received another \$153,000 that goes to the college. Having conversations to determine where these monies will go. Should receive another \$193,000 that is to be used to defray institution expenses due to COVID 19.
 - Will use money for server upgrades as so many instructors and students are on the internet.
 - Foundation has received money to help students in need. About \$20,000.
 - Maintenance crew has been busy with sanitizing on a daily basis.

IX. ADJOURNMENT

Upon a motion made by Grant Riles to adjourn the meeting, seconded by Joe Pimple, the meeting adjourned at 5:30 PM.