

MINUTES
NORTH IOWA AREA COMMUNITY COLLEGE BOARD OF DIRECTORS
Regular Board Meeting | March 20, 2025

HELD: 7:00 p.m. NIACC Campus – Pierce Administration Building– Room 100 – 500 College Drive – Mason City, Iowa
7:00 p.m. Public Hearing for FY26 Public Budget

1.0 Preliminary/Information Items

A. Call to Order and Declaration of Quorum – President Rottinghaus called the meeting to order at 7:03 p.m. A quorum was declared with the following persons in attendance.

MEMBERS PRESENT: 1 - David Steffens, Jr., Lake Mills
2- Cathy Rottinghaus, Charles City
4- John Rowe, Mason City
6 – Andy Julseth, Northwood
7 – Stephanie Nettleton, Mason City
8 – Debra Hill, Garner
9 – Nicki Prantner, Hampton

MEMBERS ABSENT: 3- David Moore, Clear Lake
5 - Doug Krabbe, Osage

EXECUTIVE OFFICER: Joel Pedersen

BOARD SECRETARY: Mindy Eastman

RECORDING SECRETARY: Abby Donald

VISITORS: ♦ Dr. Rachel McGuire, Vice President of Student Development
♦ Dr. Laurel Klinkenberg, Vice President of Academic Affairs
♦ David Ellis, Denman CPA, LLP

The regular meeting of the NIACC Board of Directors was recess at 7:03 p.m. A motion was made by Director Rowe and seconded by Director Julseth to open the FY26 Public Budget Hearing. Ayes–all. Motion carried.

1. FY2026 Public Budget – President Rottinghaus asked if anyone wished to speak in regard to the FY2026 Public Budget. No correspondence was received, and no one wished to speak. A motion was made by Director Steffens and seconded by Director Nettleton to close the public hearing. Ayes-all. Motion carried. The FY2026 Public Budget Public Hearing was closed, and the regular NIACC Board of Directors meeting was reconvened at 7:04 p.m.

B. Additions to the Agenda and Adoption of the Agenda -A motion was made by Director Steffens and seconded by Director Hill to adopt the agenda. Ayes–all. Motion carried.

C. Audit – Mindy Eastman introduced Dave Ellis of Denman CPA, LLP, to present the audit report. Dave went through the Independent Auditor’s Report, which stated: “In our opinion, based on our audit and the report of the other auditors, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business type activities and the fiduciary activities of North Iowa Area Community College and its discretely presented component unit as of June 30, 2024, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.” The opinion was unmodified. A motion was made by Director Steffens and seconded by Director Julseth to receive and file the FY2024 year-end audit. Ayes-all. Motion carried.

2.0 Board Items

A. Community Colleges for Iowa Update – ♦ Debra Hill reported that the CCFI Board has not met since NIACC’s last meeting. ♦ Monique Ellefson will send a survey for the trustee handbook. Deb encouraged Board members to respond. ♦ Debra also encouraged members to utilize Quorum Grassroots Advocacy.

B. Legislative Report - ♦ President Pedersen reported: Representatives Hermanson and Thompson toured the campus and met with Patti Hanson in continuing ed earlier this month. ♦ Representatives Latham and Bloomingdale met with Joel last week. ♦ The Iowa House passed legislation prohibiting Diversity, Equity, and Inclusion offices at Community Colleges for Iowa ♦ President Trump issued an executive order to abolish the Department of Education. We will monitor and advocate for federal programs important to Community Colleges, such as Pell Grants, financial aid, and federal grants that fund NIACC programs and positions.

C. Board Member Forum – Director Rowe discussed complaints he has heard regarding property tax increases.

D. Agenda Items for April Board Meeting – No agenda items were requested.

3. CONSENT AGENDA—President Rottinghaus asked if anyone would like to discuss or remove items from the Consent Agenda. Director Nettleton made a motion, seconded by Director Prantner, to approve the Consent Agenda. Ayes-all. The motion carried.

A. Approval of Minutes

- I. Workshop Meeting Minutes and Regular Meeting Minutes – February 20, 2025

B. Financial Report and Actions

- I. Bills for the Month of February 2025 and Budget Statements through February 28, 2025 – Director Nettleton reviewed the bills this month and found them to be in order.

C. Personnel Items – The personnel recommendations were included in the Board packet.

- I. Retirements, Resignations, Terminations, Authorizations, Appointments, Other

D. Action Items

4.0 Action Items

A. Request for the Approval of the FY2026 Public Budget – A copy of the FY2026 Public Budget from Mindy Eastman was included in the Board book. Mindy requested approval for the proposed budget. A motion was made by Director Steffens and seconded by Director Julseth to approve the FY2026 Public Budget. Ayes- all. Motion carried.

B. Resolution Authorizing Redemption of GO Bonds, Approving an Escrow Agent Agreement, and Levying a Tax for FY2026 – A motion was made by Director Rowe and seconded by Director Nettleton to approve the following:

Resolution authorizing the redemption of GO school bonds, approving an escrow agent agreement, and levying a tax for fiscal year 2025-2026 for the redemption of GO school bonds.

Ayes- all. Motion carried.

C. Request for FY25 Major Purchase Request – A memorandum from Mindy Eastman was included in the Board book requesting approval of the FY25 Major Purchase. The items included the following:

- HVAC Building Automation System (BAS) - \$10,200.00

Director Steffens made a motion, seconded by Director Prantner, to approve the FY25 Major Purchase Request. Ayes—all. The motion carried.

D. Request for the Approval of Architect for McAllister Hall Health Sciences Offices Renovations. – A memorandum from Mindy Eastman was included in the Board book requesting approval of Bergland & Cram as the architect for the NIACC McAllister Hall Nursing Offices Renovations. A motion was made by Director Rowe and seconded by Director Nettleton to approve the Architect. Ayes-all. Motion carried.

E. Request for Permission to Seek Bids and Set Public Hearing for the Franklin County Career Center – A motion was made by Director Prantner and seconded by Director Rowe for approval to seek bids for and approval for setting the Public Hearing at the Board meeting for Apr 17, 2025, at 5:00 p.m. Ayes – all. Motion carried.

5.0 Additions to the Agenda – There were no additions to the agenda.

6.0 President's Report—President Pedersen reported on the following: ♦ Joel shared a letter that will be sent to current high school students showing their progress and the money they have saved. ♦ Joel

and others will meet tomorrow with Currie's leadership on ways to increase collaboration. ♦ The meet & confer process is underway with all four employee groups ♦ Joel thanked Dr. Laurel Klinkenberg and Dr. Laura Wood for their work to increase collaboration with Mason City High Schools. The first cohort of students will begin a CTE career exploration course later this month. ♦ HLC approved our additional location application for the Charles City Center. ♦ Joel shared some support NIACC has for international students.

7.0 Adjournment—Director Julseth made a motion, seconded by Director Rowe, to adjourn the meeting. Ayes-all. The motion was carried. The meeting adjourned at 7:49 p.m.

Respectfully submitted,

Cathy Rottinghaus, President
NIACC Board of Directors

Mindy Eastman, Board Secretary
NIACC Board of Directors