



BOARD OF TRUSTEES WORK SESSION

Tuesday, June 17, 2025 @ 9 a.m.

Private Dining Room

West Burlington, Iowa

Meeting Minutes

1.0 Routine Items

1.1 Call to Order, Roll Call, and Pledge of Allegiance

Board Chair Lanny Hillyard called the meeting to order at 9:00 a.m. Roll call indicated Trustees Howard, Fife-LaFrenz, Hillyard, and Heland were present in the room. Trustee Nabulsi was present via Zoom. Also present were President Michael Ash, Treasurer Cory Gall, Secretary Darcy Burdette, and SCC staff members Amanda Estey, Michelle Allmendinger, Laurie Hempen, and Chuck Chrisman.

1.2 Adoption of Formal Agenda

Trustee Heland moved to approve the formal agenda. Trustee Howard seconded. Motion carried.

2.0 Work Session Discussion Items

1) Quorum

An introduction/review of Quorum was provided. This is a tool through the Community Colleges of Iowa used to communicate with legislators and keep up to date with current legislative activity.

2) Review Board Evaluation

The Board reviewed their current self-evaluation as well as examples from two other Iowa Community Colleges and the ACCT guidelines for Board self-eval. From their discussion, changes were suggested for their next self-evaluation.

3) Financials

President Ash opened discussion regarding financial statements that are provided in the monthly board packet. Most of the financial report is provided from the Financial Comparative Data Summary along with 3 other reports. We are asking the Board to guide us on what information to include and if any of the reports are not needed. Vice President Gall provided an overview of the financial statements currently provided in their monthly Board packets. He shared the information on each report and the Board discussed what is most meaningful. The Board agreed that two of the reports are not needed. They would like to continue to see the Financial Comparative Data Summary monthly and the Consolidated Balance Sheet at least quarterly. Vice President Gall also shared some financial trends including state general aid and the looming enrollment cliff.

4) KPI

President Ash reported that he has been reviewing KPIs along with PEC in an effort to identify which ones are most meaningful and measurable. Over 300 reports currently exist. President Ash would like the Board to assist in choosing between 5 and 10 data that can be tracked on a dashboard and automatically updated with current information. Vice President Chuck Chrisman shared what is currently tracked and the board discussed ideas. The Board agrees that there should be less. The KPIs will be further discussed at

the next Board meeting to give the Board more time to consider what KPIs should be included.

3.0 Adjournment

There was consensus that the meeting be adjourned at 11:54 a.m.

These minutes have been approved by the Board of Trustees and this is certified to be a true copy.

A handwritten signature in cursive script that reads "Darcy Burdette".

Darcy Burdette, Board Secretary