



REGULAR MEETING OF THE BOARD OF TRUSTEES

Monday, March 10, 2025 at 4:30 p.m.

**1500 West Agency Road, West Burlington, Iowa
SCC Board Room**

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 4:31 p.m. Roll call indicated Trustees Hillyard, Howard, Heland and Fife-LaFrenz were present in the room. Trustees 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, Chuck Chrisman, and Jeff Ebbing.

1.2 Adoption of Formal Agenda

Trustee Howard moved to approve the formal agenda. Trustee Fife-LaFrenz seconded. Motion carried.

1.3 Communications (Limited to Five (5) Minutes per Individual)

1.3.1 Audience

None.

1.3.2 Administration

None

1.3.3 Board

Trustee Hillyard and Trustee Heland reported that CCFSA met and discussed an increase in the storage rates. Trustee Hillyard and Trustee Howard attended the Community College Day on the Hill. Trustee Hillyard and Trustee Howard also attended the Phi Theta Kappa All Iowa Academic Team Banquet where 2 of the 4 nominees from SCC were recognized.

1.4. Community Colleges for Iowa

Trustee Lanny Hillyard reported that he attended the IACCT Board meeting on Wednesday, February 19, 2025. He provided update from the meeting noting of some of the items that were discussed including updates on the current legislative activity. He noted that the IACCT Board meetings are now quarterly instead of monthly.

2.0 Action Items

2.1 Approval of Consent Agenda

1. Approval of Minutes

- **February 17, 2025 Regular Board Meeting Minutes**

2. Presentation of Bills of Account

3. Resignations, Terminations and Mutually Agreed to Contract Adjustments

4. Employment Contracts

Trustee Fife-LaFrenz moved approval of the Consent Agenda items. Trustee Nabulsi seconded. Motion to approve the Consent Agenda carried on a 5-0 roll call vote.

2.2 Adopt Budget and Certify Community College Taxes

2.2.1 Public Hearing

Trustee Fife-LaFrenz moved that the public hearing on the adoption of the Certified Budget be opened. Trustee Heland seconded. The motion passed with all trustees recorded as voting aye. Board Chair Hillyard asked if any written comments had been received. Board Secretary Burdette indicated none had been received. Trustee Howard moved that the public hearing on the Certified Budget be closed. Trustee Fife-LaFrenz seconded the motion. The motion carried with all trustees recorded as voting aye.

2.2.2 Final Consideration of Budget Estimate for the Fiscal Year July 1, 2025 – June 30, 2026 and Certification of Community College Taxes

Vice President of Administrative Services Cory Gall reported that he reviewed the details of the FY 2026 Certified Budget at the February 17th Board meeting and gave a brief summary of the important points. The certified budget is developed based on actual FY24 data, re-estimates for FY25, and other information currently known for FY26.

Vice President Gall recommended approval of the Certified Budget as presented.

Trustee Howard moved approval of the July 1, 2025– June 30, 2026 Budget Estimate and Certification of Community College Taxes. Trustee Fife-LaFrenz seconded. Motion carried on a 5-0 roll call vote.

3.0 Accountability

3.1 President's Report

President Ash referred Trustees to his report in their folders and highlighted the following updates:

1. We've received wonderful feedback from our community regarding the Open House/Ribbon Cutting event. The family has expressed their deep gratitude for the college's efforts in honoring their father, brother, and uncle in such a meaningful way. We were also pleased to have two of the local nieces join us for the occasion.
2. We are in the process of reviewing and revising the Nursing program marketing materials to ensure they accurately reflect the new agreement details for student sponsorship.
3. The Greater Burlington Area Sports Facilities Board is looking to hire a sales/marketing professional to help promote the two facilities. We are also working on adjusting the board structure in line with the new by-laws.
4. I plan to attend the ICCOC Spring Conference, where they will be celebrating their 25th anniversary.
5. We are currently working on updates to the status chart for the strategic plan. Updates from various departments are due by May 1, and the strategic planning committee will reconvene shortly thereafter to review the progress.
6. PEC is developing an updated list of KPIs that we plan to begin displaying in a dashboard on our website for greater transparency and accountability.
7. We have had lunches with the K-12 Mt. Pleasant School Administration and Central Lee Administration to further strengthen our partnerships.

3.3 Monthly Financial Report

Vice President Cory Gall presented the financial report, emphasizing key points. He directed the Trustees to the comparative data summary in their board packets, pointing out that salaries have increased compared to last year. He also confirmed that the budget is on track with both revenue and expenses.

3.4 Facilities Update

Vice President Cory Gall gave a brief update on facilities, reporting that the FEMA storm shelter/multi-purpose building project has been completed and that the siding for the track building is expected to be finished soon.

4.0 Future Meetings

Board Chair Hillyard reviewed the list of future meetings.

5.0 Adjournment

There was consensus that the meeting be adjourned at 5:13 p.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