



## **IVCCD Board of Directors Organizational Meeting**

Iowa Valley Community College District  
Wednesday, December 10, 2025 at 4:00 PM  
Business & Community Solutions Room 612/614,  
3700 South Center Street, Marshalltown, IA 50158

**Meeting Details:** <https://iavalley.zoom.us/j/92500680216>

**Phone:** 312-626-6799

**Meeting ID:** 925 0068 0216

### **3:30 P.M. RECEPTION FOR DEB JONES**

**MISSION STATEMENT** - Iowa Valley Community College District is committed to providing quality learning experiences, ensuring student success, and partnering to address diverse community needs in an inclusive and respectful environment.

## **TENTATIVE AGENDA**

### **OLD BUSINESS AGENDA**

#### **1. Call to Order**

Presenter: Board President Joanna Hofer

##### **1.1. Additions/Deletions to the Old Business Agenda**

##### **1.2. Approval of the Old Business Agenda**

**BOARD ACTION:** \_\_\_\_\_

### **OLD BUSINESS CONSENT AGENDA**

#### **2. Old Business Consent Agenda Action Items**

##### **2.1. Approval of Minutes**

*The minutes of the November 12, 2025 regular Board meeting are Attachment 2.1.*

##### **2.2. Approval of Bills as Audited by the Finance Committee**

#### **3. Old Business Consent Agenda Information Items**

**Approval of Old Business Consent Agenda**

Presenter: Board President Joanna Hofer

**BOARD ACTION:** \_\_\_\_\_

**OLD BUSINESS REGULAR AGENDA**

**4. Old Business Regular Agenda Action Items**

**4.1. Approval of Annual Settlements**

Presenter: Amanda Bloomquist

*We are requesting approval of the Treasurer’s annual settlement of the IVCCD’s accounts for Fiscal Year 2026 as presented following review and examination. The FY26 Account Settlement is Attachment 4.1.*

**5. Old Business Regular Agenda Information Items**

**5.1. Report on the Canvass of the School Election**

Presenter: Board Secretary Abigail Casey

*The Marshall County Board of Supervisors held the Canvas of the November 4, 2025 School Election on November 18, 2025. The Abstract of Votes and Certificates of Election are Attachment 5.1*

**6. Adjournment of Old Board Sine Die**

Presenter: Board President Joanna Hofer

**NEW BUSINESS AGENDA**

**7. Call to Order - New Board**

Presenter: Board Secretary Abigail Casey

**7.1. Administering the Oath of Office to Elected Directors**

Presenter: Board Secretary Abigail Casey

**7.2. Election of Board President**

Presenter: Board Secretary Abigail Casey

**8. Approval of the New Business Agenda**

Presenter: Board President

**8.1. Additions or Deletions to the New Business Agenda**

**8.2. Approval of the New Business Agenda**

Presenter: Board President

**BOARD ACTION:** \_\_\_\_\_

**9. Election of Other Board Officers, Appointments and Recognitions**

Presenter: Board President

**9.1. Election of Vice-President**

**9.2. Appointment of Board Secretary and Oath of Office**

*The Board President will appoint Abigail Casey.*

**9.3. Appointment of Board Treasurer and Oath of Office**

*The Board President will appoint Amanda Bloomquist.*

**9.4. Appointment of Legal Counsel**

*The Board President will appoint Ahlers & Cooney and Moore, McKibben, Goodman & Lorenz, LLP.*

**9.5. Appointments of Board Members to Board Subcommittees**

*The Board President will appoint Board Members to the following subcommittees: Property, Finance & Development; Academic and Student Affairs; Personnel and Board Policy Review.*

**9.6. Appointment of IACCT Board Representative and Alternate**

*The Board will appoint a Board Member to serve as the IACCCT Board Representative and Alternate.*

**9.7. Recognition of Student and Faculty Representatives to the Board**

	<b>Faculty Reps</b>	<b>Student Reps</b>
Ellsworth Community College	Joerg Rochlitzer	Melanie Khounsourath
Marshalltown Community College		
Iowa Valley Community College Grinnell	Barb Hall	Onxe Ibboson
Business & Community Solutions	Ricarda Drummer	N/A

**9.8. Recognitions for the Month of December**

Presenters: Dr. Barb Klein, Dr. Matt Schmit

- *Ed Geitz is the recipient of a 2025 Outstanding Community College Award, hosted by Community Colleges for Iowa. He was nominated by Iowa Valley Community College District for the Outstanding Faculty Award. The following information was included*

*with his nomination: Ed Geitz has dedicated the past 26 years to teaching and mentoring students at Ellsworth Community College. He is currently a full-time education professor, but he also teaches classes in the fields of health and physical sciences. One thing that sets him apart is his willingness to step into difficult faculty leadership roles at the college. As division liaison and faculty association officer, he is a relationship-builder who serves as a bridge between the faculty and administration. In the classroom, Ed is a true mentor to the education students. He listens and supports them on their journey to become confident professional educators, and works on creating impactful, practical teaching experiences for them through collaborations with the local K-12 schools. And, of course, we cannot forget basketball, one of his greatest passions. He coached women's basketball at Ellsworth for many years and continues to coach at the high school level, bringing the same energy and mentorship to young athletes on the basketball court as he does to his college students in the classroom. Ed is a true leader and a tireless advocate for our college.*

- *ECC's men's basketball team has started off the season with an impressive 10-0 record. The Panthers knocked off #1 ranked Kirkwood Community College on their home court November 25 and are currently ranked #1 as of the Week 4-Dec. 1 NJCAA rankings. Under the leadership of Coach Bryan Bender and his #PhD philosophy, Bender calls the ranking "bigger than a number," crediting a value-driven culture built on hard work, humility, and unselfish play.*
- *MaryAnne Nickle is the recipient of a 2025 Outstanding Community College Award, hosted by Community Colleges for Iowa. She was nominated by Iowa Valley Community College District for the Outstanding Staff Award. MaryAnne has dedicated her career to advancing student success, strengthening community partnerships, and ensuring that our college remains a welcoming and supportive environment for all. She consistently goes above and beyond her role, bringing professionalism, creativity, and compassion to every initiative she leads. As Dean of Academic Affairs, she has provided outstanding leadership in program development, faculty support, and student services, helping to expand opportunities for learners of all ages. MaryAnne is known for her ability to listen, collaborate, and build consensus, which has resulted in stronger connections with school districts and the community. Her unwavering commitment to students exemplifies the very best of community college service and excellence.*

## **9.9. Introduction of New Employees**

- *James Hansen, MCC Academic Advising Specialist*
- *Jacqueline Zamora, MCC Student Finance Office Associate*
- *Layne Pieri, District Office Associate*
- *Annette Hughlette, Director of Human Resources and Payroll*

## NEW BUSINESS CONSENT AGENDA

### 10. President's Comments Regarding the Consent Agenda

Presenter: Dr. Anne Howsare Boyens

### 11. New Business Consent Agenda Action Items

#### 11.1. Personnel Report

*The Personnel Report for the month of December is Attachment [11.1](#).*

#### 11.2. Approval of the Ellsworth Community College and Marshalltown Community College December 2025 Graduate Application Lists

Presenter: Dr. Matt Schmit, Dr. Barb Klein

*We are requesting approval of the ECC and MCC December 2025 graduate applicants. The graduate application lists are Attachment [11.2](#).*

#### 11.3. Approval of IVCCD Articulation Agreements

Presenter: Dr. Matt Schmit

*New articulation agreements have been made with Iowa Valley Community College District and Grand Canyon University, Purdue Global, UNI, and Arizona State University.*

### 12. New Business Consent Agenda Information Items

#### 12.1. Meeting Reports

##### 12.1.1. Ellsworth College Board of Trustees

Presenter: Dr. Barb Klein

*The abstract of the minutes of the Ellsworth College Board of Trustees is Attachment [13.1.1](#).*

##### 12.1.2. IACCT & IACCP

Presenter: Dr. Anne Howsare Boyens

*The Presidents will meet March 2, 2026, and the Trustees will meet March 3, 2026.*

##### 12.1.3. Upcoming Meetings and Events

- Jan. 14, 2026 - Regular Board meeting at 4:00 p.m. in Marshalltown.
- Feb. 11, 2026 - Regular Board meeting at 4:00 p.m. in Marshalltown.
- March 11, 2026 - Regular Board meeting at 4:00 p.m. in Grinnell.

### Approval of the Consent Agenda

BOARD ACTION: \_\_\_\_\_

**NEW BUSINESS REGULAR AGENDA**

**13. New Business Regular Agenda Action Items**

**13.1. Approval to Reject Bids for IVCCD MCC Trades Building Project**

Presenter: Dr. Matt Schmit

*We are recommending the rejection of bids for the construction of MCC Trades Building and directing administration to work with the project architect to rebid the project. At the bid opening on December 1, 2025, several contractors reported they did not receive the addenda.*

**BOARD ACTION:** \_\_\_\_\_

**13.2. Approval of 6-Month Lease with STR Ventures LLC for MCC Off-Campus Housing LLC - \$43,500**

Presenter: Dr. Matt Schmit

*We are requesting the approval of a short term (January 1, 2026 to May 31, 2026) lease for five two-bedroom units for student housing and one one-bedroom unit for residential coordinator. Per month cost is \$8,700. The lease is Attachment 13.2.*

**BOARD ACTION:** \_\_\_\_\_

**13.3. Approval of 12-Month Lease with STR Ventures LLC for MCC Off-Campus Housing LLC - \$403,200**

Presenter: Dr. Matt Schmit

*We are requesting the approval of a two year term (June 1, 2026 to May 31, 2028) lease for eight two-bedroom units for student housing, three one-bedroom units for student housing, and one one-bedroom unit for residential coordinator. Per month cost is \$16,800. The lease is Attachment 13.3.*

**BOARD ACTION:** \_\_\_\_\_

**13.4. Approval of 260F Agreement with Packaging Corporation of America-\$27,692**

Presenter: Val Ruff

*We are requesting approval of a 260F Iowa Jobs Training Agreement with Packaging Corporation of America (PCA), in Marshalltown, IA. This funding will serve both Marshalltown and Conrad Plants. Packaging Corporation of America traces its origins back to 1867, founded the North Star Mill in Quincy, Illinois. In 2013, PCA significantly expanded ringing paper products into its portfolio. Today they are headquartered in Lake Forest, IL, one of the largest producers of container board, corrugated packaging, and uncoated paper in North America.*

*The Marshalltown Plant has had a presence since 1950s with a sheet plant on South 6th Street. In 1975, PCA built a new plant at 1402 S 17th Ave. The Conrad plant opened in 1997, and was designed as a sheet stock plant to feed the Marshalltown Corrugator and converts*

into corrugated containers. PCA refers to Marshalltown & Conrad as “Team Iowa.” They are equipped with both corrugating lines and a variety of converting equipment, which allows them to handle the entire process from raw materials to finish, customized boxes for residential and commercial systems nationwide. Today they employ 157 full-time employees.

PCA’s last project with Iowa Valley was 1992. This will be the second project for Packaging Corporation of America for numerous training courses from CPR First Aid, Scissor Lift, Boiler training, TPC and PLC training, Computer and Hazmat. The training contract is [Attachment 13.4](#).

**BOARD ACTION:** \_\_\_\_\_

**13.5. Approval of Retirement & Release Agreement**

Presenter: Dr. Anne Howsare Boyens

We are requesting approval of a retirement and release agreement. [Confidential Attachment Item 13.4](#).

**BOARD ACTION:** \_\_\_\_\_

**14. New Business Regular Agenda Information Items**

**14.1. Monthly Financial Statements and Investment Report**

Presenter: Amanda Bloomquist

We are presenting the FY25 Audit Draft for review and will request approval at the January 2026 meeting. The October 2025 financial report is delayed due to an issue with the payroll system. When the report becomes available, it will be emailed to the Board of Directors.

**14.2. Board President's Report**

**14.3. Board Director's Report**

**14.4. President's Report**

Presenter: Dr. Anne Howsare Boyens

**14.5. Board Secretary's Report**

Presenter: Board Secretary Abigail Casey

**15. Adjournment**

**PLEASE CONTACT ABIGAIL CASEY AT 641-844-5522 IF THERE ARE ACCOMMODATIONS NEEDED IN ORDER FOR THE MEETING TO BE ACCESSIBLE FOR YOUR PARTICIPATION.**



## **Notice of Nondiscrimination**

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