

Board of Directors Meeting Agenda



February 14, 2023

Location:

Heartland AEA
6445 Corporate Drive, Johnston
Boardroom

Zoom Link:

<https://heartlandaea.zoom.us/j/91041885875>

Phone:

Dial: 1-669-900-6833
Meeting ID: 910 4188 5875 followed by #
Skip putting in participant ID - just stay on the line

Time: 4:00

Participants

| | | | |
|---------------------------------------|----------------------------------|--|--|
| Ms. Sheri Benson Board Member | Mr. John Kinley Board Member | Ms. Margie Schwenk Board Member | Dr. Jon Sheldahl Chief Administrator |
| Ms. Margaret Borgen Vice President | Ms. Tiara Mays Board Member | | Mr. Kurt Subra Chief Financial Officer |
| Ms. Liz Brennan Board Member | Mr. Alex Piedras Board Member | Mr. Kevin Fangman Chief Academic Officer | Ms. Jenny Ugolini Board Secretary |
| Mr. Pete Evans Board President | Dr. Steve Rose Board Member | Ms. Sheila King Chief Information Officer | Dr. Kristi Upah Chief Student Svcs. Officer |

President: Pete Evans

Recorder: Jenny Ugolini

Board Work Session

| Time | Topic/Process | Presenter | Outcome |
|--------------|--|------------|--|
| 5 min. | 1.01 Roll Call | Pete Evans | Roll call and approval of the agenda. |
| | 1.02 Approval of Agenda | Pete Evans | |
| | 1.03 Approval of minutes from January 10 and 31, 2023 | Pete Evans | Review and approval of minutes from January 10 and 31, 2023 |
| | 1.04 Public Forum and Correspondence | Pete Evans | Hear comments from members of the public and share Board correspondence. |
| 45 - 60 min. | 1.05 Board Self-Evaluation Annual Review <ul style="list-style-type: none"> Self-Eval. Yearly Comparison | Pete Evans | Board members will review their self-evaluation. |

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Public Hearing on Budget at 5:30 p.m.

| Topic |
|--|
| The members of the public may address the Board on the 2022-23 amended budget and the 2023-24 proposed budget. |

Board Meeting

2. Discussion Items

| Time | Topic/Process | Presenter | Outcome |
|-----------|--|--------------|--|
| 20 min. | 2.01 Amended 2022-23 Budget and Proposed 2023-24 Budget <ul style="list-style-type: none"> • Budget Book • Presentation | Kurt Subra | Board members will be updated on the 2022-23 amended budget and the 2023-24 proposed budget. |
| 5-10 min. | 2.02 Chief Administrator Updates on Recent Events and Activities <ul style="list-style-type: none"> • Succession Planning Update <ul style="list-style-type: none"> ○ Organization Chart ○ APC Job Overview • Legislative Update | Jon Sheldahl | Board members will be updated on recent events and activities. |
| 10 min. | 2.03 Johnston REC Remodel Update <ul style="list-style-type: none"> • Construction Photos | Kurt Subra | Board members will be updated on the Johnston REC remodeling project. |
| 5-7 min. | 2.04 2023-24 Agency Calendar | Jon Sheldahl | Board members will review the 2023-24 agency calendar. |

3. Action Item

| Time | Topic/Process | Presenter | Outcome |
|--------|--|--------------|---|
| 5 min. | 3.01 Amended 2022-23 Budget and Proposed 2023-24 Budget | Kurt Subra | Board members may approve the amended 2022-23 budget and the proposed 2023-24 budget. |
| | 3.02 2023-24 Agency Calendar | Jon Sheldahl | Board members may approve the 2023-24 agency calendar. |

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4. Consent Agenda

| Time | Topic/Process | Presenter | Outcome |
|--------|---|----------------------------|--|
| 5 min. | 4.01 Personnel Report | Jon Sheldahl | Handout: Personnel Report Admin. Recommendation: approval |
| | 4.02 Bills | Pete Evans | Handout: Available at meeting Admin. Recommendation: approval |
| | 4.03 Purchase Requests <ul style="list-style-type: none"> • All-Makes - \$795,873.82 • Conference Technologies - \$20,586.90 | Sheila King, Kurt Subra | Handout: Purchase Requests Admin. Recommendation: approval |
| | 4.04 Perspective Consulting Renewal Contract | Kurt Subra | Handout: Contract Renewal Admin. Recommendation: approval |

6. Chief Administrator Comments

7. Board Comments

8. Adjournment of Board Meeting

Exempt Session

| Time | Topic/Process | Presenter | Outcome |
|---------|---|------------|--|
| 20 min. | <p>Exempt Session – Negotiations - Section 20.17(3) of the Code of Iowa</p> <p>Negotiating sessions, strategy meetings of public employers or employee organizations, mediation and the deliberative process of arbitrators shall be exempt from the provisions of Chapter 21 (open meetings law).</p> | Kurt Subra | <p>Board members will discuss the 2023-24 negotiation session.</p> <p>Recommended language for an exempt session: <i>I move that we hold an exempt session as provided in Section 20.17(3) of the Code of Iowa to discuss the 2023-24 negotiation session.</i></p> |

FYI - Upcoming events

Next Board Meeting: Tuesday, March 14, 2023

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