



KANKAKEE COMMUNITY COLLEGE
District 520

June 10, 2019

A meeting of the Board of Trustees of Kankakee Community College, District 520, was called to order at 5:00 p.m. in the Board Room on campus. Those physically in attendance were:

Mr. Patrick Martin, Chair
Mr. Brad Hove, Vice Chair
Mr. Todd Widholm, Secretary
Mrs. Catherine Boicken
Mr. Richard Frey
Mr. Jerald Hoekstra
Ms. Daisy Solorzano, Student Representative to the Board

Also attending:

Dr. John Avendano, President
Ms. Claire Chaplinski, Attorney
Administrative Staff

There was no public comment. There was no change to the published agenda.

BOARD EDUCATION

Mr. Dominick Demonica of Demonica Kemper Architects gave a presentation on the Master Facilities Plan. The Board will receive a hard copy of the presentation before the July 8 Board meeting. The Board thanked Mr. Demonica, who stated that he appreciated working with the steering committee to date. He was confident the plan provided good justification and coverage in order for KCC to stay current.

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the May 14, 2019 Board meeting for approval. Motion was made by Mr. Frey and seconded by Mr. Widholm to approve the minutes as presented.
On roll call, the vote was:

AYES: Boicken, Frey, Hoekstra, Hove, Widholm, Martin
NAYS: None
Motion Carried

APPROVAL OF CONSENT AGENDA ITEMS (* indicates Consent Agenda Item)

The consent agenda items were presented for approval. By consent, motion was made by Mrs. Boicken and seconded by Mr. Hoekstra to approve the June 10, 2019 Consent Agenda Action Items 1-3 as follows:

***APPROVAL OF 1A AND 1Y-OS PROGRAM PARTICIPANTS**

The administration recommended the Board approve the participant additions to the 1A and 1Y-OS programs as presented.

***APPROVAL OF TUITION COURSE REIMBURSEMENTS**

The administration recommended the Board approve one tuition course reimbursement as presented.

***UPDATE ON BUDGET PREPARATION AND REQUEST TO OPERATE WITHIN BUDGET DRAFT**

The administration recommended the Board authorize continued college operations by allowing those expenditures required for normal operations, which include salaries, approved contracts, utilities, maintenance and supplies, for the period July 1, 2019 through budget adoption.

On roll call, the vote was:

AYES: Boicken, Frey, Hoekstra, Hove, Widholm, Martin

NAYS: None

Motion Carried

RESOLUTION providing for the issue of not to exceed \$5,800,000 General Obligation Community College Bonds, Series 2019, of the District, for the purpose of paying claims against said District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof.

The administration recommended the Board adopt the Resolution providing for the issue of not to exceed \$5,800,000 General Obligation Community College bonds, Series 2019, of the District, as presented, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof. Motion was made by Mr. Frey and seconded by Mr. Hove to approve the Resolution as presented. On roll call, the vote was:

AYES: Boicken, Frey, Hoekstra, Hove, Widholm, Martin

NAYS: None

Motion Carried

APPROVAL OF RESOLUTIONS HONORING FULL-TIME EMPLOYEES

The administration recommended the Board approve and sign resolutions honoring full-time employee retirees Dr. John Avendano, Kenneth Crite, Liz East, Cynthia Hebert, Barbara Loudy and Gisel Waide. Motion was made by Mr. Hoekstra and seconded by Mrs. Boicken to approve the resolutions as presented. On roll call, the vote was:

AYES: Boicken, Frey, Hove, Martin, Widholm, Hoekstra

NAYS: None

Motion Carried

Mr. Hoekstra read aloud Dr. Avendano's resolution. Dr. Avendano thanked the Board on behalf of his family and himself.

INFORMATION

President Avendano provided his report to the Board. He noted that the KCC Foundation provided its quarterly update, and he encouraged moving forward with a capital campaign. The ICCTA Annual Convention & Banquet took place June 7. He thanked Trustees Boicken and Frey for attending the Open Meetings Act training. Electronic training is a one-time requirement for new trustees, as well as OMA designees, who will be Claire Chaplinski as Board attorney, and Karen Slager as Board recorder. KCC has received 94% of funds from the State of Illinois and will receive deferred maintenance in the amount of approximately \$137,000. Administration plans to meet with Kankakee Valley Park District representatives to discuss electronic signage on the corner of Schuyler and River Road.

Trustee Frey gave his report to the Board. He encouraged all trustees to familiarize themselves with the Illinois Community College Act as well as review once again the Welcome to the Board pamphlets provided by the ICCTA; Karen Slager will obtain and distribute the pamphlets. As of July 1, 2019, Jim Reed will be the new ICCTA Executive Director, succeeding the retiring Mike Monaghan. New trustees representatives have been appointed to the ICCTA Board for FY20.

SBOT Solorzano provided her report to the Board. The Student Advisory Committee (SAC) is transitioning to a new Student Government Association (SGA) and will attend conferences and plan upcoming events. She will host several Chat & Snack sessions throughout the school year in an effort to interact with students.

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the short term investments, reconciled cash report for April 30, 2019 and the Investment and Financial Summary report for May 31, 2019. Motion was made by Mr. Frey and seconded by Mr. Hoekstra to accept the Short Term Investment, Reconciled Cash Report and Investment and Financial Summary Report subject to audit. On roll call, the vote was:

AYES: Boicken, Frey, Hoekstra, Hove, Widholm

ABSTAIN: Martin

NAYS: None

Motion Carried

APPROVAL OF BILL SUMMARY AND TRAVEL PAYMENTS

Bills totaling \$6,633,647.27, thirty-four (34) purchase order requisitions over \$5,000, and a special bill in the amount of \$269.00 were presented for Board review. Motion was made by Mr. Hove and seconded by Mr. Frey to approve the bill summary and payments as presented. On roll call, the vote was:

AYES: Boicken, Frey, Hoekstra, Hove, Widholm, Martin

NAYS: None

Motion Carried

The Board was scheduled to go into closed session for the purpose of discussing matters of personnel and probable or pending litigation, pursuant to Sections 2-c-1 and 2-c-11 of the Illinois Open Meetings Act. Motion was made by Mr. Hoekstra and seconded by Mr. Frey to convene to closed session. On roll call, the vote was:

AYES: Boicken, Frey, Hoekstra, Hove, Widholm, Martin

NAYS: None

Motion Carried

The Board went into closed session at 5:58 p.m. The Board returned at 6:05 p.m. Motion was made by Mr. Frey and seconded by Mrs. Boicken to reconvene the Board meeting. On voice vote, the motion was unanimously approved.

MATTERS OF PERSONNEL

The Board reviewed matters of personnel presented in closed session. By consent, motion was made by Mr. Widholm and seconded by Mr. Frey to approve matters of Personnel Items 1-7 as presented and recommended by the administration and enumerated below:

- (1) Approval of Employment Matters
- (2) Approval of Student Employment Matters
- (3) Approval of Continuing Education and Career Services Contracts
- (4) Approval for Payroll and Payment Authorizations to Youth Participant in WIOA Work Experience Program in Livingston County
- (5) Approval of Full-Time Faculty Appointments, Summer Term 2019
- (6) Approval of the 11-month Full-Time Credit Division Overload Summary for Summer 2019
- (7) Approval of Position Description

On roll call, the vote was:

AYES: Boicken, Frey, Hoekstra, Hove, Widholm, Martin

NAYS: None

Motion Carried

Dr. Avendano voiced his deep appreciation to the KCC Board of Trustees for their support over the past ten years. He also thanked the staff whose work goes into the Board book each month; he stated that he could not have asked for a more talented group. He encouraged everyone to attend the retirement reception on June 13, 4-6 pm, in the College Center.

ADJOURNMENT

There being no further business to come before the Board, motion to adjourn the Board Meeting at 6:08 p.m. was made by Mr. Widholm and seconded by Mr. Hove. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Karen Slager, Recording Secretary

Approved:

Chairman

Secretary