



KANKAKEE COMMUNITY COLLEGE
District 520

June 8, 2020

A meeting of the Board of Trustees of Kankakee Community College, District 520, was called to order by Chair Martin at 5:05 p.m. via Zoom. Those who attended virtually were:

Mr. Patrick Martin, Chair
Mr. Brad Hove, Vice Chair
Mr. Todd Widholm, Secretary
Mrs. Catherine Boicken
Mr. Richard Frey
Mr. Jerald Hoekstra
Mr. William Orr
Ms. Ariana Ramirez, Student Representative

Also attending virtually:
Dr. Michael Boyd, President
Ms. Claire Chaplinski, Attorney
Administrative Staff

Public comments were made by Ms. Tolulope Adeyemi and Mr. Robert S. Ellington-Snipes. There was no change to the published agenda.

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the May 11, 2020 Board meeting for approval. Motion was made by Mr. Frey and seconded by Mrs. Boicken to approve the minutes as presented.
On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Widholm, Martin
ABSTAIN: Orr
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 Mr. Widholm and seconded by Mr. Hoekstra to approve the June 8, 2020 Consent Agenda Action Items 1-3 as follows:

***APPROVAL OF TUITION COURSE REIMBURSEMENTS**

The administration recommended the Board approve the tuition course reimbursements 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, 2020 through budget adoption.

***APPROVAL OF REQUEST FOR BIDS**

The administration recommended the Board approve the solicitation of bids for VM Ware and Capital Development Board Project for Building Face Repairs at estimated costs of \$35,000 and \$350,000, respectively.

On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF CONTRACT AWARD(S)

The administration recommended the Board approve awarding the bid for Cisco network switches to BDO USA Solutions Providers in the amount of \$30,567. Motion was made by Mr. Hove and seconded by Mr. Orr to award the bid as presented.

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

NAYS: None

Motion Carried

CONSIDERATION OF AUDIT PROPOSAL FOR FISCAL YEAR 2020

The Board considered an audit proposal for fiscal year 2020 from Groskreutz, Abraham, Eshleman & Gerretse, LLC. Motion was made by Mrs. Boicken and seconded by Mr. Frey to accept the audit proposal as presented.

AYES: Boicken, Frey, Hoekstra, Hove, Orr, 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 Karen Becker, Judy Spence, Sheila Pfaff, Jane Clark and Dr. Vicki Gardner. 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, Hoekstra, Hove, Orr, Widholm, Martin

NAYS: None

Motion Carried

Dr. Boyd read Dr. Gardner's resolution aloud. Trustees gave their heartfelt appreciation and thanks to Dr. Gardner, who thanked the Board for their remarks.

APPROVAL OF KCC RETURN TO WORK PLAN

The administration recommended the Board approve KCC's Return to Work Plan in response to Phase 3 of Re-opening Illinois due to the COVID-19 pandemic. Motion was made by Mr. Hoekstra and seconded by Mr. Widholm to approve the plan as presented.

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

NAYS: None

Motion Carried

APPROVAL TO PROCEED WITH PLANNING FOR THE TECHNOLOGY BUILDING RENOVATION

The administration recommended the Board approve engaging Demonica Kemper Architects (DKA) to assist in planning for the Technology Building renovation project. This project is part of the college's Campus Master Plan and would be funded in part by grant funds totaling \$1.75 million. Motion was made by Mr. Frey and seconded by Mrs. Boicken to engage DKA as presented.

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

NAYS: None

Motion Carried

INFORMATION

Kelly Myers, Executive Director of the KCC Foundation, presented the Foundation's update to the Board. The Foundation welcomed new Board members Mr. Dave Baron and Mr. Andy Wheeler. Ms. Myers thanked everyone who read scholarship applications. The Alumni Office sponsored 565 meals to front line workers during the pandemic. The Foundation's first annual Give Day will be August 27 to raise money for students' emergency technology needs.

Dr. Boyd provided his report to the Board. He thanked the Board for their flexibility in moving to a virtual format for the second time due to the COVID-19 pandemic. KCC's plans for fall classes are hyper-flexible, with a hybrid of online and on-campus instruction. The governor has not yet signed the state budget into law; the deadline is July 1. Plans for the college and park district signage at the northeast corner of River Road and Schuyler are on hold at this time. College Drive is re-paved and re-stripped. The college received an invitation to take part in conversations about the revitalization of downtown Kankakee. KCC coaches await a formal statement from the NJCAA about the return of fall sports; in the meantime, they are creating a plan that ensures safety and social distancing.

Trustee Frey gave his report to the Board. The Illinois Community College Trustees Association met virtually on Saturday, June 6. The state budget and pass/fail grading were topics of discussion, and Board members were elected for FY21.

SBOT Ramirez introduced herself and gave her report to the Board. Student Life continues to promote a Tik Tok video challenge for students. Ms. Ramirez shared student feedback re: the transition to online classes and their expectations for the fall semester.

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the Reconciled Cash Report for April 30, 2020 and the Investment and Financial Summary Report for May 31, 2020. Motion was made by Mr. Hove and seconded by Mr. Orr to accept the Reconciled Cash Report and Investment and Financial Summary Report subject to audit. On roll call, the vote was:

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

ABSTAIN: Martin

NAYS: None

Motion Carried

APPROVAL OF BILL SUMMARY AND TRAVEL PAYMENTS

Bills totaling \$3,203,902.96, nineteen (19) purchase order requisitions over \$5,000, and one (1) special bill in the amount of \$102 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, Orr, 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. Widholm and seconded by Mrs. Boicken to convene to closed session. On roll call, the vote was:

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

NAYS: None

Motion Carried

The Board went into closed session at 6:06 p.m. The Board returned at 6:20 p.m. Motion was made by Mr. Hoekstra and seconded by Mr. Frey to reconvene the Board meeting. On voice vote, the motion was unanimously approved. Mr. Widholm excused himself from the meeting.

MATTERS OF PERSONNEL

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

- (1) Approval of Position Description
- (2) Approval of Employment Matters
- (3) Approval of Student Employment Matters
- (4) Appointment of Board Treasurer
- (5) Appointment of Legal Counsel
- (6) Approval of Credit Division Adjunct Instructor List for Summer Term 2020 – Revised
- (7) Approval of Salary Increase for Fiscal Year 2021

On roll call, the vote was:

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

NAYS: None

Motion Carried

ADJOURNMENT

There being no further business to come before the Board, motion to adjourn the Board Meeting at 6:26 p.m. was made by Mrs. Boicken and seconded by Mr. Frey. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Karen Slager, Recording Secretary

Approved:

Chair

Secretary