

KANKAKEE COMMUNITY COLLEGE
District 520

August 9, 2010

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 in attendance were:

Mr. Hugh E. VanVoorst, Chairman
Mr. Jerald W. Hoekstra, Vice Chairman
Mr. Richard Frey
Mrs. Betty Meents
Mr. Todd Widholm
Tyler Fuller, Student Representative to the Board

Also attending:
Dr. John Avendano, President
Administrative Staff

APPOINTMENT OF SECRETARY PRO TEM

In the absence of Mr. Hove at said meeting, a Secretary Pro Tem is needed. Motion was made by Mr. Widholm and seconded by Mr. Frey to name Mr. Jerald Hoekstra as Secretary Pro Tem for the August 9, 2010, Board of Trustees meeting. On voice vote, the motion was unanimously approved.

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the July 12, 2010, Board meeting for approval. Motion was made by Mr. Frey and seconded by Mr. Hoekstra to approve the minutes as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Meents, Widholm, VanVoorst
NAYS: None
Motion Carried

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

The consent agenda items were presented for approval. By consent, motion was made by Mr. Widholm and seconded by Mr. Hoekstra to approve the August 9, 2010, Consent Agenda Action Items 1 through 5 as follows:

*** APPROVAL OF 1A, 1D, 1DS, 1DQS AND 1Y-OS PROGRAM PARTICIPANTS**

The administration recommended sixteen (16) participant additions to the programs.

*** APPROVAL OF TUITION/COURSE REIMBURSEMENT**

The administration recommended the Board approve reimbursement payment to the staff member in compliance with the Board's Tuition/Course Reimbursement Policy.

*** APPROVAL OF PERMIT APPLICATIONS**

The administration recommended the Board approve the permit applications for the September 13 and October 1, 2010, activities as presented.

*** APPROVAL OF REQUEST FOR BID**

The administration recommended the Board approve soliciting bids for carpet in the atrium.

*** APPROVAL TO ACCEPT FUNDS**

The administration recommended the Board accept the DCEO Weatherization Assistance Program Grant and the eight (8) Workforce Board grant awards as presented.

On roll call, the vote was:

AYES: Frey, Hoekstra, Meents, Widholm, VanVoorst

NAYS: None

Motion Carried

APPROVAL OF REJECTION OF BIDS FOR ATEC

The administration recommended the Board reject all bids submitted for the construction of the Advanced Technology Education Center (ATEC). Motion was made by Mr. Frey and seconded by Mr. Widholm to reject all bids as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Meents, Widholm, VanVoorst

NAYS: None

Motion Carried

APPROVAL OF ACTIONS FOR RECOMMENDED FISCAL YEAR 2010 BUDGET

The administration recommended the Board approve the tentative budget for Fiscal Year 2010 for public display and inspection beginning August 10, 2010, and schedule the public hearing to be held at 5:00 p.m., Monday, September 13, 2010, in the Board Room. Motion was made by Mr. Hoekstra and seconded by Mr. Frey to approve the tentative budget for Fiscal Year 2011, for public display and inspection and schedule a public hearing to be held as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Meents, Widholm, VanVoorst

NAYS: None

Motion Carried

President Avendano provided his oral report to the Board, and ICCTA Representative Frey and Student Representative Fuller presented oral reports to the Board. Information Items were reviewed.

APPROVAL OF SHORT TERM INVESTMENTS

The administration presented short-term investments issued July 9, 2010. Motion was made by Mr. Frey and seconded by Mr. Hoekstra to approve the investments as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Meents, Widholm, VanVoorst

NAYS: None

Motion Carried

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the reconciled cash report for June 30, 2010, and the Investment and Financial Summary report for July 31, 2010. Motion was made by Mr. Frey and seconded by Mr. Hoekstra to accept the Reconciled Cash Report and Investment and Financial Summary Report subject to audit. On voice vote, the motion was unanimously approved.

APPROVAL OF BILL SUMMARY AND PAYMENTS

Bills totaling \$4,087,090.27, twenty-seven (27) purchase order requisitions over \$5,000, and two (2) special bills totaling \$10,738.75 were presented for Board review. Motion was made by Mr. Hoekstra and seconded by Mrs. Meents to approve the bill summary and payments as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Meents, Widholm, VanVoorst
NAYS: None
Motion Carried

The Board was scheduled to go into closed session for the purpose of discussing matters of personnel, real property, and probable or pending litigation pursuant to Sections 2-c-1, 2-c-5, and 2-c-11 of the Illinois Open Meetings Act. Motion was made by Mr. Hoekstra and seconded by Mr. Widholm. On roll call, the vote was:

AYES: Frey, Hoekstra, Meents, Widholm, VanVoorst
NAYS: None
Motion Carried

The Board went into closed session at 5:35 p.m. The Board returned at 6:32 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.

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. Hoekstra to approve matters of personnel – Items 1-11 as presented and recommended by the administration as enumerated below:

- (1) Approval of Corporate and Continuing Education Contracts
- (2) Approval of Student Employment Matters
- (3) Approval of Annual Load Summary for 11-month Instructor for Fall, 2009-Summer, 2010
- (4) Approval of Full-Time, Faculty Appointments, Summer Term, 2010
- (5) Approval of Adjunct Instructor Appointments, Summer Term, 2010
- (6) Approval of Payment to Instructors, Credit Division, for Summer Term, 2010
- (7) Approval of Adjunct Instructor List, Credit Division, for Fall Semester, 2010
- (8) Approval for Payroll and Payment Authorizations to Youth Participation in KCC's Youth Program Services and WIA Youth Program in Livingston County
- (9) Approval of Position Description
- (10) Approval of Employment Matters
- (11) Approval of Request to Hire

On roll call, the vote was:

AYES: Frey, Hoekstra, Meents, Widholm, VanVoorst

NAYS: None

Motion Carried

MATTERS OF REAL PROPERTY

The Board reviewed matters of real property presented in closed session. Motion was made by Mr. Widholm and seconded by Mr. Frey to approve a Board Resolution to Acquire Property as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Meents, Widholm, VanVoorst

NAYS: None

Motion Carried

ADJOURNMENT

There being no further business to come before the Board, motion to adjourn the Board Meeting at 6:34 p.m. was made by Mr. Frey and seconded by Mr. Widholm. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Secretary

Approved:

Chairman

Secretary