

KANKAKEE COMMUNITY COLLEGE
District 520

October 12, 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. Brad Hove, Secretary
Mr. Richard Frey
Mr. Patrick Martin
Mrs. Betty Meents
Mr. Todd Widholm
Tyler Fuller, Student Representative to the Board

Also attending:

Dr. John Avendano, President
Administrative Staff

There was no public comment or changes to the published agenda.

BOARD RECOGNITION

The Board recognized and thanked the employees of TRiO Student Success Center. John Fulton and John Evans were recognized and thanked for their work with the Central Illinois Green Club's Ride the River event and thanked again for their generous donation to the KCC Foundation.

AUDIT PRESENTATION

The Board recognized M.J. 'Abe' Abraham and Dale Gerretse, partners of Groskreutz, Schmidt, Abraham, Eshelman and Gerretse, who provided a powerpoint presentation of the audit highlights to the Board members.

APPROVAL OF MINUTES

The Recording Secretary presented the September 13, 2010, Budget and Appropriations Public Hearing Record and the Minutes from the September 13, 2010, Board meeting for approval. Motion was made by Mr. Hove and seconded by Mr. Martin to approve the minutes as presented.
On roll call, the vote was:

AYES: Hove, Martin, Widholm, VanVoorst

NAYS: None

ABSTAIN: Frey, Hoekstra, Meents

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. Frey and seconded by Mr. Hove to approve the October 12, 2010, Consent Agenda Action Items 1 through 3 as follows:

*** APPROVAL OF CHARGEBACKS**

The administration recommended three (3) student chargeback requests for out-of-district tuition support for the students to attend a recognized community college in Illinois for the academic year 2010-11.

*** APPROVAL OF TUITION/COURSE REIMBURSEMENT**

The administration recommended the Board approve reimbursement payment to the one (1) staff member in compliance with the Board's Tuition/Course Reimbursement Policy.

*** APPROVAL TO ACCEPT FUNDS**

The administration recommended the Board accept the ICCB College and Career Readiness grant award as presented.

On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Martin, Meents, Widholm, VanVoorst

NAYS: None

Motion Carried

FISCAL YEAR 2010 FINANCIAL AUDIT

Audit item presented for action by the Board. Motion was made by Mr. Hoekstra and seconded by Mr. Martin to accept the Fiscal Year 2010 Financial Audit as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Martin, Meents, Widholm, VanVoorst

NAYS: None

Motion Carried

APPROVAL OF SUPPLEMENTAL TAX PROVISION OF THE PUBLIC COMMUNITY COLLEGE ACT

The administration recommended the Board adopt a resolution expressing the Board's intent to include in the Fall 2010 levy a supplemental tax as established in Section 3-14.3 of the Public Community College Act at a rate not to exceed the maximum allowable rate of 7.15 cents and further resolve that the Board direct the administration to publish the Board's intent and to meet the requirements of Section 3-14.3 of the Public Community College Act. Motion was made by Mr. Frey and seconded by Mr. Hove to approve the Supplemental Tax Provision of the Public Community College Act as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Martin, Meents, Widholm, VanVoorst

NAYS: None

Motion Carried

CONSIDERATION AND APPROVAL OF PROTECTION, HEALTH, AND SAFETY PROJECT RESOLUTION

The administration recommended the Board adopt the resolution to Phase I Roof Replacement as a PHS Project and approve the submission of the project application to the Illinois Community College Board. Motion was made by Mr. Martin and seconded by Mr. Hoekstra to approve the

Protection, Health and Safety Project Resolution as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Martin, Meents, Widholm, VanVoorst

NAYS: None

Motion Carried

APPROVAL OF LOCAL ELECTION OFFICIAL TO SERVE AS SECRETARY TO BOARD OF TRUSTEES FOR ACCEPTING ELECTION MATERIALS

The administration recommended the Board authorize the Local Election Official to act in the name of the Secretary of the Board of Trustees for the purpose of accepting election materials on behalf of Kankakee Community College District #520. Motion was made by Mr. Martin and seconded by Mr. Frey to authorize Rose Devine Mitchell as the Local Election Official to act in the name of the Secretary of the Board of Trustees as presented. On voice vote, the motion was unanimously approved.

APPROVAL OF 2011 BOARD MEETING SCHEDULE

The administration recommended the Board approve the 2011 Board of Trustee Meeting Schedule Notice as presented. Motion was made by Mr. Hoekstra and seconded by Mr. Widholm to approve the 2011 Board meeting schedule as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Martin, 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 September 13, 2010. Motion was made by Mr. Hove and seconded by Mr. Frey to approve the investments as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Martin, Meents, Widholm, VanVoorst

NAYS: None

Motion Carried

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the reconciled cash report for August 31, 2010, and the Investment and Financial Summary report for September 30, 2010. Motion was made by Mr. Martin 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 \$5,141,390.74, seventeen (17) purchase order requisitions over \$5,000, and a special

bill totaling \$2,000.00 were presented for Board review. Motion was made by Mr. Hove and seconded by Mr. Hoekstra to approve the bill summary and payments as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Martin, 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, business and probable or pending litigation pursuant to Sections 2-c-1, 2-c-5, 2-c-6, and 2-c-11 of the Illinois Open Meetings Act. Motion was made by Mr. Martin and seconded by Mr. Frey. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Martin, Meents, Widholm, VanVoorst

NAYS: None

Motion Carried

The Board went into closed session at 5:48 p.m. The Board returned at 6:42 p.m. Motion was made by Mr. Martin and seconded by Mr. Hove 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, motion was made by Mr. Widholm and seconded by Mr. Hove to approve matters of personnel – Items 1-11 as presented and recommended by the administration as enumerated below:

- (1) Approval of Continuing Education and Career Services Contracts
- (2) Approval of Student Employment
- (3) Approval of Revision to Full-Time Faculty Appointment, Summer Semester, 2010
- (4) Approval of Payment to Instructors, Credit Division, for Fall Semester, 2010
- (5) Approval of Additions to the Adjunct Instructor List, Credit Division, for Fall Semester, 2010
- (6) Approval of Tenure Award
- (7) Approval for Payroll and Payment Authorizations to Youth Participation in WIA Youth Program in Livingston County
- (8) Approval of Position Description
- (9) Approval of Request to Hire Coordinator, WIA Client Services
- (10) Approval of Appointment of Ancillary Legal Counsel
- (11) Approval of Employment Matters

On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Martin, 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 6:45 p.m. was made by Mrs. Meents and seconded by Mr. Martin. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Secretary

Approved:

Chairman

Secretary