

KANKAKEE COMMUNITY COLLEGE  
District 520

November 15, 2010

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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  
Mr. Robert LaBeau, Legal Counsel  
Administrative Staff

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

**BOARD RECOGNITION**

The Board recognized and congratulated Mr. Michael Nemeth on his honor of being chosen as a National Community College Aerospace Scholar. The Board further recognized and welcomed new full-time faculty members – Kim Brands, Kelly Canerday, Ashley Horak, Jennifer Pecora, Jonathon Cohen, Jessica Greminger, Carrie Grimsley, and Kristen Larson – who were able to attend the meeting of the Board. On behalf of the Board of Trustees, Dr. Avendano thanked the faculty members for their contributions to Kankakee Community College’s student success.

**APPROVAL OF MINUTES**

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

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

NAYS: None

Motion Carried

**APPROVAL OF MINUTES**

The Recording Secretary presented the Minutes from the November 4, 2010, Special Board Meeting for approval. Motion was made by Mr. Hove and seconded by Mr. Frey to approve the minutes as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Martin, 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 November 15, 2010, Consent Agenda Action Items 1 and 2 as follows:

**\* APPROVAL OF TRADE GLOBALIZATION ADJUSTMENT ASSISTANCE ACT PROGRAM PARTICIPANT**

The administration recommended one (1) participant addition to the program.

**\* APPROVAL TO ACCEPT GRANT AWARDS**

The administration recommended the Board accept the awards as presented from:

- ◆ Energy Efficiency Block Grant
- ◆ Career and Technical Education Program Perkins Postsecondary Grant
- ◆ The Illinois Home Weatherization Assistance Program Grant

On roll call, the vote was:

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

NAYS: None

Motion Carried

**APPROVAL OF RENEWAL OF WORKERS' COMPENSATION INSURANCE COVERAGE**

The administration recommended the Board approve and award the retention of the current workers' compensation insurance program with IPRF. Motion was made by Mr. Martin and seconded by Mr. Hoekstra to approve the renewal of the workmen's compensation insurance coverage with the Illinois Public Risk Fund as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

**APPROVAL OF RECOMMENDED 2011-12 ACADEMIC CALENDAR**

The administration recommended the Board approve the academic calendar for 2011-12 as presented. Motion was made by Mr. Frey and seconded by Mr. Hoekstra to approve the 2011-12 Academic Calendar as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

**ADOPTION OF THE TAX LEVY**

The administration recommended the Board adopt the tax levy as presented on the Certificate of Tax Levy. Motion was made by Mr. Frey and seconded by Mr. Hove to approve and adopt the tax levy for 2010 as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

**ACCEPTANCE OF FIRST READING/APPROVAL OF POLICY RELATED TO CHILD SAFETY**

The administration recommended the Board review the policy relating to child safety and accept as a first reading in preparation for a second reading for approval, as presented. Motion was made by Mr. Hoekstra and seconded by Mr. Frey to accept the policy for a first reading in preparation for a second reading for approval 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 October 13, 2010. Motion was made by Mr. Martin 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 September 30, 2010, and the Investment and Financial Summary report for October 31, 2010. Motion was made by Mr. Hove 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 \$3,895,361.06, twenty-six (26) purchase order requisitions over \$5,000, and one (1) special bill totaling \$5,362.00 were presented for Board review. Motion was made by Mr. Hoekstra and seconded by Mr. Hove 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, probable or pending litigation, and semi-annual review of closed session minutes pursuant to Sections 2-c-1, 2-c-5, 2-c-6, 2-c-11, and 2-c-21 of the Illinois Open Meetings Act. Motion was made by Mr. Hoekstra 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 5:49 p.m. The Board returned at 6:07 p.m. Motion was made by Mr. Martin 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, motion was made by Mr. Widholm and seconded by Mr. Hoekstra to approve matters of personnel – Items 1-6 as presented and recommended by the administration as enumerated below:

- (1) Approval of Continuing Education and Career Services Contracts
- (2) Approval for Payroll and Payment Authorizations to Youth Participation in KCC's Youth Program Services
- (3) Approval of Additions to Adjunct Instructor List, Credit Division for Fall Semester, 2010
- (4) Approval of Full-Time Credit Division Overload Summary for Fall, 2010
- (5) Approval of Student Employment
- (6) Approval of Employment Matters

On roll call, the vote was:

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

### **SEMI-ANNUAL REVIEW OF CLOSED SESSION MINUTES**

President Avendano provided a review of the closed session discussion minutes for the following meeting dates: May 10, June 14, July 12-first session, July 12-second session, August 9, September 13, and October 12, 2010. Motion was made by Mr. Hove and seconded by Mr. Frey to approve the closed session minutes as presented. On roll call, the vote was:

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

No minutes approved were approved for release due to the continued need for confidentiality as determined by the Board upon advice of legal counsel.

### **ADJOURNMENT**

There being no further business to come before the Board, motion to adjourn the Board Meeting at 6:09 p.m. was made by Mr. Martin and seconded by Mr. Hove. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Secretary

Approved:

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Chairman

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Secretary