

KANKAKEE COMMUNITY COLLEGE
District 520

July 9, 2012

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. 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
Taylor O'Connor, 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.

President Avendano and Chair VanVoorst welcomed Taylor O'Connor to the Board of Trustees as the 2012-13 Student Representative.

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the June 11, 2012, Board meeting for approval. Motion was made by Mr. Martin and seconded by Mr. Hove 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. Hoekstra and seconded by Mr. Hove to approve the July 9, 2012, Consent Agenda Action Items 1 & 2 as follows:

*** APPROVAL OF TUITION/COURSE REIMBURSEMENT**

The administration recommended the Board approve reimbursement payment to the four (4) staff members in compliance with the Board's Tuition/Course Reimbursement Policy.

*** APPROVAL TO ACCEPT FUNDS**

The administration recommended the Board accept the Local Foods Program and Bridge Implementation grant awards 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 O'Connor presented oral reports to the Board. Information Items were reviewed.

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the reconciled cash report for May 31, 2012, and the Investment and Financial Summary report for June 30, 2012. Motion was made by Mr. Hove and seconded by Mr. Frey 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 \$3,172,389.13, sixteen (16) purchase order requisitions over \$5,000, and special bills totaling \$3,672.00 were presented for Board review. Motion was made by Mr. Hoekstra and seconded by Mrs. Meents two (2) 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, probable or pending litigation, and semi-annual review of closed session minutes pursuant to Sections 2-c-1, 2-c-5, 2-c-11, and 2-c-21 of the Illinois Open Meetings Act. Motion was made by Mr. Frey and seconded by Mr. Widholm to convene to closed session. 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 5:22 p.m. The Board returned at 6:24 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 was made by Mr. Widholm and seconded by Mr. Hove to approve matters of personnel – Items 1-9 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 Payment to Instructor, Credit Division, for Spring Semester, 2012
- (4) Approval of Full-Time Credit Division Administrator Overload, Summer 2012
- (5) Approval of Payment to Instructors, Credit Division, for Summer Term, 2012
- (6) Approval for Payroll and Payment Authorizations to Youth Participant in WIA Youth Program in Livingston County
- (7) Approval for Payroll and Payment Authorizations to Youth Participants in the Youth Program Services (YPS) Grant
- (8) Approval of Position Description
- (9) Approval of Employment Matters

On roll call, the vote was:

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

NAYS: None

Motion Carried

MATTERS OF REAL PROPERTY

The Board reviewed matters of real property presented in closed session. Two motions were presented for action as follows:

- 1) Motion was made by Mr. Widholm and seconded by Mr. Hoekstra to give authority to President Avendano to hire such experts as are needed for the following: appraise real property, conduct an engineering review of the structure and electrical systems, conduct an architectural review of plans and environmental studies for the possible purchase of real property to meet the technical education and training needs identified.

On roll call, the vote was:

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

NAYS: None

Motion Carried

- 2) Motion was made by Mr. Widholm and seconded by Mr. Martin to give authority to President Avendano to negotiate and offer to purchase the real property as discussed. The offer shall include a 90 day due diligence to complete the reviews and studies necessary prior to purchasing the property.

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: February 13, March 12, April 16, May 14 (2 sessions) and June 11 (2 sessions), 2012. Motion was made by Mr. Martin and seconded by Mr. Hoekstra to approve the closed session minutes as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Martin, Meents, Widholm, VanVoorst
NAYS: None
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 6:29 p.m. was made by Mr. Hove and seconded by Mr. Widholm. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Secretary

Approved:

Chairman

Secretary