

KANKAKEE COMMUNITY COLLEGE
District 520

April 8, 2013

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
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.

BOARD RECOGNITION

The Board recognized and thanked the newly tenured faculty – JP Cohen, Jessica Greminger, Carrie Jones, Kristen Larson and Jennifer Pecora. The Board also welcomed the class of Assistant Professor Jennifer Huggins.

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the March 11, 2013, Board meeting for approval. Motion was made by Mr. Martin and seconded by Mr. Frey to approve the minutes as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Martin, 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. Frey and seconded by Mr. Martin to approve the April 8, 2013, Consent Agenda Action Items 1 through 3 as follows:

*** APPROVAL OF 1A, 1D AND 1E PROGRAM PARTICIPANTS**

The administration recommended five (5) participant additions to the programs.

*** APPROVAL OF TUITION/COURSE REIMBURSEMENT**

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

*** APPROVAL OF REQUEST TO BID**

The administration recommended the Board approve soliciting bids for carpet replacement, server room air conditioner replacement, panic alarm security system and roof replacement phase II.

On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Martin, VanVoorst

NAYS: None

Motion Carried

APPROVAL OF CONTRACT AWARD(S) AND AUTHORIZATION TO PURCHASE

The administration recommended the Board approve awarding the bids for the following:

- package design prototype for \$62,795.74 to Nazdar SourceOne;
- computer servers for \$60,436.00 to SWC Technology Partners;
- computer memory for \$24,210.00 to IT Outlet;
- smart classroom equipment (5) for \$75,616.10 to Ruder Communications;
- satellite copiers/printers and production copiers for \$5,583.00-monthly; \$334,980.00-5 years to Martin Whalen/Xerox;
- machine tool and welding equipment-engine lathes for \$43,973.00 to Standard-Modern Lathes, LLC; and,
- machine tool and welding equipment-coordinate measuring machine (CMM) for \$43,250.00 to Hexagon Metrology, Inc.

all as bid. Motion was made by Mr. Hoekstra and seconded by Mr. Hove to approve awarding the bids as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Martin, VanVoorst

NAYS: None

Motion Carried

RESOLUTIONS HONORING FULL-TIME EMPLOYEES

The administration recommended the Board approve the Resolutions honoring Debra Emling and William Chipman, as presented. Motion was made by Mr. Frey and seconded by Mr. Martin to approve the resolutions as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Martin, VanVoorst

NAYS: None

Motion Carried

RESOLUTION HONORING STUDENT REPRESENTATIVE TO THE BOARD OF TRUSTEES

The administration recommended the Board approve and issue a resolution commending Taylor O'Connor for service as the student representative to the Board of Trustees. Motion was made by Mr. Hoekstra and seconded by Mr. Hove to approve the resolution as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Martin, VanVoorst

NAYS: None

Motion Carried

CONSIDERATION AND ACTION ON A RESOLUTION AUTHORIZING AND PROVIDING FOR AN INSTALLMENT PURCHASE AGREEMENT FOR THE PURPOSE OF PAYING THE COST OF PURCHASING REAL OR PERSONAL PROPERTY, OR BOTH, IN AND FOR THE DISTRICT, AND AUTHORIZING AND PROVIDING FOR THE ISSUE OF \$8,500,000 GENERAL OBLIGATION DEBT CERTIFICATES (LIMITED TAX), SERIES 2013

The administration recommended the Board approve the Debt Certificate Resolution in the amount of \$8.5 million as presented. Motion was made by Mr. Martin and seconded by Mr. Frey to approve the Resolution as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Martin, 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.

NO SHORT TERM INVESTMENTS

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the reconciled cash report for February 28, 2013, and the Investment and Financial Summary report for March 31, 2013. 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 \$2,228,138.89, fourteen (14) purchase order requisitions over \$5,000, and two (2) special bills totaling \$895.00 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: Frey, Hoekstra, Hove, Martin, VanVoorst

NAYS: None

Motion Carried

The Board was scheduled to go into closed session for the purpose of discussing matters of personnel, business and probable or pending litigation pursuant to Sections 2-c-1, 2-c-6, and 2-c-11 of the Illinois Open Meetings Act. Motion was made by Mr. Frey and seconded by Mr. Hove to convene to closed session. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Martin, VanVoorst

NAYS: None

Motion Carried

The Board went into closed session at 5:37 p.m. The Board returned at 6:10 p.m. Motion was made by Mr. Frey 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 was made by Mr. Hove and seconded by Mr. Hoekstra to approve matters of personnel – Items 1-6 and 8 as presented and recommended by the administration as enumerated below:

- (1) Approval of Continuing Education and Career Services Contracts
- (2) Approval of Student Employment Matters
- (3) Approval of Payment to Instructor, Credit Division, for Spring Semester, 2013
- (4) Approval of Additions to Adjunct Instructor List, Credit Division, Spring Semester, 2013
- (5) Approval of Revision to Full-Time, Credit Division, Overload Summary for 2012-13
- (6) Approval of Employment Matters
- (8) Approval of Appointment of Legal Counsel

On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Martin, VanVoorst

NAYS: None

Motion Carried

ADJOURNMENT

There being no further business to come before the Board, motion to adjourn the Board Meeting at 6:23 p.m. was made by Mr. Martin and seconded by Mr. Frey. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Secretary

Approved:

Chairman

Secretary