

KANKAKEE COMMUNITY COLLEGE
District 520

May 13, 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. 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.

BOARD RECOGNITION

The Board recognized and thanked the advisors and officers of the Phi Theta Kappa Club and the two All-American Team members, Ms. Kymber Nakaerts and Mr. Taylor O'Connor.

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the April 8, 2013, Board meeting and the April 29, 2013, Special Board Meeting for approval. Motion was made by Mr. Frey and seconded by Mr. Martin to approve the minutes as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Martin

NAYS: None

ABSTAIN: Meents, Widholm

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. Martin and seconded by Mr. Widholm to approve the May 13, 2013, Consent Agenda Action Items 1 through 3 as follows:

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

The administration recommended three (3) participant additions to the programs.

*** APPROVAL OF TUITION/COURSE REIMBURSEMENT**

The administration recommended the Board approve reimbursement payment to the two (2) employees in compliance with the Board's Tuition/Course Reimbursement Policy.

*** APPROVAL TO ACCEPT FUNDS**

The administration recommended the Board accept the two (2) awards as presented.

On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF CONTRACT AWARD(S) AND AUTHORIZATION TO PURCHASE

The administration recommended the Board approve awarding the bid for carpet replacement to Tile by Lonnie for \$58,400.00, the bid for the server room air conditioner replacement to Amber Mechanical for \$93,200.00, and the bid for Phase IV HVAC Renovations to Jameson Sheet Metal for \$543,000.00 as bid. Motion was made by Mr. Hove and seconded by Mrs. Meents to approve awarding the bids as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

ACCEPTANCE OF FIRST READING OF PERSONNEL POLICY ADDITIONS

The administration recommended the Board review and accept the personnel policy additions relating to volunteers and unpaid interns and whistleblower and accept the proposed additions as a first reading in preparation for a second reading for approval as presented. Motion was made by Mr. Frey and seconded by Mr. Hove to accept as a first reading the personnel policy additions as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

CONSIDERATION AND ACTION ON A RESOLUTION DECLARING THE INTENT OF THE COLLEGE TO ISSUE FUNDING BONDS

The administration recommended the Board approve the resolution of intent to issue bonds as presented and approve direction to proceed with the associated public notice requirements and authorize the college retain the firm of First Midstate, Inc. as bond underwriter and Chapman and Cutler as bond counsel to provide services in conjunction with Kankakee Community College bond issues. Motion was made by Mr. Martin and seconded by Mrs. Meents to approve the Resolution declaring the intent to issue funding bonds and retaining First Midstate, Inc. as bond underwriter and Chapman and Cutler as bond counsel as presented. On roll call, the vote was:

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

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 March 31, 2013, and the Investment and Financial Summary report for April 30, 2013. Motion was made by Mr. Frey and seconded by Mr. Hove 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 \$3,725,726.18, nine (9) purchase order requisitions over \$5,000, and one (1) special bill totaling \$1,680.00 were presented for Board review. Motion was made by Mr. Martin and seconded by Mrs. Meents to approve the bill summary and payments as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

The Board was scheduled to go into closed session for the purpose of discussing matters of personnel, collective negotiating, probable or pending litigation, and semi-annual review of closed session minutes pursuant to Sections 2-c-1, 2-c-2, 2-c-11 and 2-c-21 of the Illinois Open Meetings Act. Motion was made by Mr. Martin and seconded by Mr. Frey to convene to closed session. On roll call, the vote was:

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

NAYS: None

Motion Carried

The Board went into closed session at 5:56 p.m. The Board returned at 6:54 p.m. Motion was made by Mr. Martin and seconded by Mr. Widholm 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. Frey to approve matters of personnel – Items 1-8 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 Full-Time, Credit Division, Overload Summary for 2012-2013
- (5) Approval of Adjunct Instructor List, Credit Division, for Summer Term, 2013
- (6) Approval for Payroll and Payment Authorizations to Youth Participants in KCC's Youth Program Services
- (7) Approval of Employment Matters
- (8) Approval of Request to Hire

On roll call, the vote was:

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

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: December 11 and 14, 2012, and January 14, February 11, March 11, and April 8, 2013. Motion was made by Mr. Martin and seconded by Mr. Widholm to approve the closed session minutes as presented. On roll call, the vote was:

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

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 7:04 p.m. was made by Mr. Widholm and seconded by Mrs. Meents. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Secretary

Approved:

Chairman

Secretary