

KANKAKEE COMMUNITY COLLEGE
District 520

October 15, 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, Chair
Mr. Jerald W. Hoekstra, Vice Chair
Mr. Brad Hove, Secretary
Mr. Richard Frey
Mr. Patrick Martin
Mr. Todd Widholm
Sydney Hartman, 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 the Illinois Consortium for International Studies and Programs (ICISP) exchange faculty. Jan Sander Heutink from Deltion College located in Genemuiden, Nederland and Panu Kosonen from North Carelia College located in Kitee, Finland. The fiscal year 2013 audit presentation was reviewed by the Board.

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the September 9, 2013, Board meeting for approval. Motion was made by Mr. Martin and seconded by Mr. Hoekstra to approve the minutes as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Martin, 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. Hove and seconded by Mr. Widholm to approve the October 15, 2013, Consent Agenda Action Items 1 through 4 as follows:

*** APPROVAL OF 1D AND 1Y-OS 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 OF REQUEST TO BID**

The administration recommended the Board approve soliciting bids for a 12-passenger van and a pickup truck with snow plow equipment package.

*** APPROVAL TO ACCEPT FUNDS**

The administration recommended the Board accept the Renewable Energy Program Grant as presented.

On roll call, the vote was:

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

NAYS: None

Motion Carried

ACCEPTANCE OF FISCAL YEAR 2013 FINANCIAL AUDIT

The administration recommended the Board accept the Fiscal Year 2013 Audit as presented for the period July 1, 2012 through June 30, 2013. Motion was made by Mr. Hoekstra and seconded by Mr. Frey to accept the Fiscal Year 2013 audit as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF SUPPLEMENTAL TAX PROVISION OF THE PUBLIC COMMUNITY COLLEGE ACT

The administration recommended adoption of a resolution expressing Board of Trustee's intent to include in the Fall 2013 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 8.43 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. Hoekstra and seconded by Mr. Frey 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, Widholm, VanVoorst

NAYS: None

Motion Carried

APPROVAL OF PROTECTION, HEALTH, AND SAFETY PROJECT

The administration recommended the Board approve the Protection, Health, and Safety Project and approve the submission of the associated 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 in the amount of \$395,000, and the submission of the associated project application as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF CONTRACT AWARD(S) AND AUTHORIZATION TO PURCHASE

The administration recommended the Board approve awarding the bid for network equipment to Netech for \$69,636 and for smart classroom equipment to Ruder Technologies for \$159,985, for the North Extension Center (NEC) and the Manufacturing Industrial Technology Center (MITC). Motion was made by Mr. Hoekstra and seconded by Mr. Martin to approve awarding the bids and authorizing purchases as presented. On roll call, the vote was:

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

ACCEPTANCE OF FIRST READING OF KANKAKEE COMMUNITY COLLEGE POLICE DEPARTMENT POLICY AND PROCEDURES

The administration recommended the Board accept the Kankakee Community College Police Department Policies and Procedures as a first reading in preparation for a second reading for approval.

Motion was made by Mr. Hove and seconded by Mr. Hoekstra to accept the first reading for the Kankakee Community College Police Department Policies and Procedures as presented. On roll call, the vote was:

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

President Avendano provided his oral report to the Board, and ICCTA Representative Frey and Student Representative Hartman 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 August 31, 2013, and the Investment and Financial Summary report for September 30, 2013. Motion was made by Mr. Hove and seconded by Mr. Martin 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 \$3,045,977.61, fourteen (14) purchase order requisitions over \$5,000, and two (2) special bills totaling \$18,786.00 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, Widholm, VanVoorst
NAYS: None
Motion Carried

The Board was scheduled to go into closed session for the purpose of discussing matters of personnel, collective negotiating, and probable or pending litigation pursuant to Sections 2-c-1, 2-c-2, and 2-c-11 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, Widholm, VanVoorst

NAYS: None

Motion Carried

The Board went into closed session at 6:09 p.m. The Board returned at 6:35 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 was made by Mr. Widholm and seconded by Mr. Frey 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 of Student Employment Matters
- (3) Approval of Full-Time Credit Division Overload Summary for Fall 2013
- (4) Approval of Additions to the Adjunct Instructor List, Credit Division, for Fall Semester, 2013
- (5) Approval of Employment Matters
- (6) Approval of Position Description

On roll call, the vote was:

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

NAYS: None

Motion Carried

ADJOURNMENT

There being no further business to come before the Board, motion to adjourn the Board Meeting at 6:39 p.m. was made by Mr. Frey and seconded by Mr. Widholm. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Judy Downey, Recording Secretary

Approved:

Chairman

Secretary