

KANKAKEE COMMUNITY COLLEGE
District 520

May 12, 2014

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, Chair
Mr. Bradley W. Hove, Vice Chair
Mr. Patrick Martin, Secretary
Mr. Richard Frey
Mrs. Betty Meents
Mr. William Orr
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 EDUCATION

The Board thanked Dr. Bert Jacobson and Professor Tim Wilhelm for their presentation on the sustainability efforts happening at Kankakee Community College.

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the April 14, 2014, Board meeting for approval. Motion was made by Mrs. Meents and seconded by Mr. Frey to approve the minutes as presented. On roll call, the vote was:

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

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. Widholm to approve the April 14, 2014, Consent Agenda Action Items 1 through 4 as follows:

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

The administration recommended four (4) participant additions to the programs.

*** APPROVAL OF CHARGEBACK REQUEST**

The administration recommended one (1) student chargeback request for out-of-district tuition support for the students to attend a recognized community college in Illinois for the academic year 2014-2015.

*** APPROVAL TO ACCEPT FUNDS**

The administration recommended the Board accept the awards as presented:

- Dislocated Worker-Kankakee County-\$19,942
- Dislocated Worker-Livingston County-\$5,983

*** ACCEPTANCE OF FIRST READING OF PERSONNEL POLICY REVISION**

The administration recommended the Board review the policy revisions to Tuition Reduction and Reimbursement - Personnel Policy 7.4 as presented and accept the proposed revisions as a first reading in preparation for a second reading for approval.

On roll call, the vote was:

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

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 \$58,856 as bid. Motion was made by Mr. Hove and seconded by Mr. Orr to approve awarding the bid as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF REQUEST TO PURCHASE COMPUTERS FROM DELL DIRECT

The administration recommended the Board approve the purchase of computers from Dell Direct in an amount not to exceed \$210,000. Motion was made by Mr. Martin and seconded by Mr. Frey to approve the purchase request as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF COLLEGE/FOUNDATION COMPREHENSIVE OPERATING AGREEMENT – SECOND READING

The administration recommended the Board approve the College/Foundation Comprehensive Operating Agreement as presented. Motion was made by Mr. Martin and seconded by Mr. Orr to approve the Agreement as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

RESOLUTIONS HONORING FULL-TIME EMPLOYEES

The administration recommended the Board approve the Resolutions honoring Dennis Sorensen, Doris Benjamin, Diane Berger, Joyce Cochran, Margaret Cooper, Kathy French, Dan Harris, Dr. Vicki Magee, Lou Mansfield, Richard Schultz, and Pam Yates, as presented. Motion was made by Mr. Frey and seconded by Mr. Widholm to approve the resolutions as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF AUDIT PROPOSAL FOR FISCAL YEARS 2014, 2015, 2016 AND 2017

The Board discussed the audit process of the District. Discussion of an audit firm was conducted by the Board members. Motion was made by Mr. Hove and seconded by Mr. Frey to approve the proposal for audit services from Groskreutz, Schmidt, Abraham, Eshleman, and Gerretse for the Fiscal Years 2014, 2015, 2016, and 2017. On roll call, the vote was:

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

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 March 31, 2014, and the Investment and Financial Summary report for April 30, 2014. Motion was made by Mrs. Meents 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 \$4,095,453.32, twenty-four (24) purchase order requisitions over \$5,000, and one special bill totaling \$316.64 were presented for Board review. Motion was made by Mr. Orr and seconded by Mr. Martin to approve the bill summary and payments as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

The Board was scheduled to go into closed session for the purpose of discussing matters of personnel, collective negotiating, real property, probable or pending litigation and semi-annual review of closed session minutes pursuant to Sections 2-c-1, 2-c-2, 2-c-5, 2-c-11 and 2-c-21 of the Illinois Open Meetings Act. Motion was made by Mr. Widholm and seconded by Mr. Hove to convene to closed session. On roll call, the vote was:

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

The Board went into closed session at 6:08 p.m. The Board returned at 7:30 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. Widholm and seconded by Mr. Hove to approve matters of personnel – Items 1-7 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 Adjunct Instructor List, Credit Division, for Summer Term, 2014
- (4) Approval for Payroll and Payment Authorization to Youth Participation in KCC's Youth Program Services
- (5) Approval of Employment Contracts
- (6) Approval of Position Description
- (7) Approval of Employment Matters

On roll call, the vote was:

AYES: Frey, Hove, Martin, Meents, Orr, Widholm, Hoekstra
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 10, 2013, January 13, February 10, March 17 and April 14, 2014. Motion was made by Mr. Martin and seconded by Mr. Frey to approve the closed session minutes as presented. On roll call, the vote was:

AYES: Frey, Hove, Martin, Meents, Orr, Widholm, Hoekstra
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 7:32 p.m. was made by Mr. Frey and seconded by Mr. Widholm. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Secretary

Approved:

Chair

Secretary