

KANKAKEE COMMUNITY COLLEGE
District 520

May 8, 2017

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 Hoekstra, Chair
Mr. Brad Hove, Vice Chair
Mr. Patrick Martin, Secretary
Mrs. Catherine Boicken
Mr. Richard Frey
Mr. Bill Orr
Mr. Todd Widholm
Abby Fischer, Student Representative to the Board

Also attending:

Dr. John Avendano, President
Claire Chaplinski, Attorney
Administrative Staff

There was no public comment. There was no change to the published agenda.

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the April 20, 2017 Board meeting for approval. Motion was made by Mrs. Boicken and seconded by Mr. Orr to approve the minutes as presented.
On roll call, the vote was:

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

APPROVAL OF CONSENT AGENDA ITEMS (* indicates Consent Agenda Item)

The consent agenda items were presented for approval. By consent, motion was made by Mr. Martin and seconded by Mr. Frey to approve the April 20, 2017 Consent Agenda Action Items 1-2 as follows:

***APPROVAL OF TUITION/COURSE REIMBURSEMENT**

The administration recommended the Board approve the reimbursement payments as presented.

*** APPROVAL OF REQUEST FOR BIDS**

The administration recommended the Board approve the solicitation of bids for roof replacement of the east half of the L building.

On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF CONTRACT AWARDS

The administration recommended the Board approve awarding contracts for the following bids: restroom renovations and additional video storage. Motion was made by Mr. Martin and seconded by Mr. Hove to approve awarding the bids as presented.

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

NAYS: None

Motion Carried

APPROVAL OF RESOLUTIONS HONORING FULL-TIME EMPLOYEES

The administration recommended the Board approve and issue resolutions honoring the eight employees who have retired or will retire from full-time positions since July 1, 2016. Motion was made by Mr. Frey and seconded by Mr. Orr to approve the resolutions honoring Linda Berg, Linda Chouinard, Novalla Coleman, Grace Conway, Charles Cruz, Stephen Dockemeyer, Laurel Soper and Tim Wilhelm. On voice vote, the motion was unanimously approved.

INFORMATION

President Avendano provided his oral report to the Board. He reminded the trustees of the new trustee training requirement. Two training sessions will take place at the ICCTA Convention on June 2. Legislators are looking at a lifeline bill which would provide additional funding for community colleges. Dr. Avendano congratulated Trustee Boicken for her recognition as the 2017 Woman of Achievement by the Zonta Club of Kankakee. He mentioned recent campus activities, such as Law Week, Law Enforcement Day, Veteran's Stole Ceremony and various nurses' pinnings. Dr. Avendano thanked all those who have sponsored the upcoming 50th Anniversary *Power of Community* Gala.

Trustee Frey gave his report to the Board. He attended Lobby Day in Springfield on April 26, and he encouraged the trustees to attend the ICCTA Convention & Awards Banquet.

Student Trustee Fischer provided her report to the Board. She noted all the stress relief activities that took place before finals, as well as the ways students showed their appreciation to teachers during Teacher Appreciation Week. On May 5, the MSE Division held their first graduation open house, and a baccalaureate scholars' dinner took place in the evening. As this was her last Board meeting, Ms. Fischer thanked the trustees for the opportunity to be the student representative, and she said that she was grateful for their support and compassion.

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the reconciled cash report for March 31, 2017, and the Investment and Financial Summary report for April 30, 2017. 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 \$2,184,580.08, twenty (20) purchase order requisitions over \$5,000, and two special bills in the amount of \$602.00 were presented for Board review. Motion was made by Mr. Widholm and seconded by Mrs. Boicken to approve the bill summary and payments as presented. On roll call, the vote was:

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

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

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

The Board went into closed session at 5:28 p.m. The Board returned at 6:10 p.m. Motion was made by Mr. Widholm 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 Mrs. Boicken to approve matters of Personnel Items 1-5 as presented and recommended by the administration and enumerated below:

- (1) Approval of Position Description
- (2) Approval of Employment Matters
- (3) Approval of Continuing Education and Career Services Contracts
- (4) Approval for Payroll and Payment Authorizations to Youth Participants in WIOA Work Experience Programs in Kankakee and Livingston Counties
- (5) Revision of the Full-Time Credit Division Overload Summary Spring 2017

On roll call, the vote was:

AYES: Boicken, Frey, Hove, 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: November 14, 2016, December 2, 2016, December 13, 2016, January 9, 2017, February 13, 2017, March 20, 2017 and April 20, 2017. Due to the continued need for confidentiality, Dr. Avendano recommended the Board approve the closed session minutes without release. Motion was made by Mr. Martin and seconded by Mr. Hove to approve the closed session minutes without

release. On roll call, the vote was:

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

NAYS: None

Motion Carried

ADJOURNMENT

There being no further business to come before the Board, motion to adjourn the Board Meeting at 6:12 p.m. was made by Mr. Martin and seconded by Mrs. Boicken. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Karen Slager, Recording Secretary

Approved:

Chairman

Secretary