



KANKAKEE COMMUNITY COLLEGE  
District 520

December 10, 2019

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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. Patrick Martin, Chair  
Mr. Brad Hove, Vice Chair  
Mr. Todd Widholm, Secretary  
Mrs. Catherine Boicken  
Mr. Richard Frey  
Mr. Jerald Hoekstra  
Mr. William Orr  
Ms. Daisy Solorzano, Student Representative to the Board

Also attending:

Dr. Michael Boyd, President  
Ms. Claire Chaplinski, Attorney  
Administrative Staff

**There was no public comment. There was one change to the published agenda: Request for Approval to Establish a KCC's Women's Soccer Team was added as a walk-in Action Item.**

**APPROVAL OF MINUTES**

The Recording Secretary presented the Minutes from the November 12, 2019 Board meeting for approval. Motion was made by Mr. Frey and seconded by Mr. Hoekstra to approve the minutes as presented. On roll call, the vote was:

AYES: Boicken, Frey, Hoekstra, Hove, Orr, Widholm, Martin  
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. Hoekstra and seconded by Mr. Orr to approve the December 10, 2019 Consent Agenda Action Items 1-4 as follows:

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

The administration recommended the Board approve the participant additions to the 1A and 1D programs as presented.

**\*APPROVAL OF TUITION COURSE REIMBURSEMENT**

The administration recommended the Board approve the tuition course reimbursements as presented.

**\*APPROVAL OF REQUEST FOR BIDS**

The administration recommended the Board approve the solicitation of bids for two buses at an estimated cost of \$135,000.

**\*RENEWAL OF THE PROPERTY, CASUALTY, LIABILITY INSURANCE PROGRAMS**

The administration recommended the Board approve binding insurance coverage with Mesirow Insurance Services, in conjunction with George Ryan Jr. Insurance Group, which was awarded the college insurance program for a five-year period expiring at the end of calendar year 2020.

On roll call, the vote was:

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

NAYS: None

Motion Carried

**APPROVAL OF CONTRACT AWARD**

The administration recommended the Board approve the contract award for exterior masonry repairs and window replacement to Heritage Development & Construction Company in the amount of \$391,000. Motion was made by Mr. Hove and seconded by Mrs. Boicken to approve awarding the bid as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

**ADOPTION OF THE TAX LEVY**

The administration recommended the Board adopt the proposed tax levy for 2019. The proposed levy total is \$10,043,359, which is \$470,474 or 4.91% higher than the 2018 extension. The total tax rate for 2019 is estimated to be at 50.2 cents, a slight increase from the 2018 rate of 49.0 cents. Motion was made by Mr. Frey and seconded by Mr. Orr to adopt the tax levy as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

**APPROVAL OF RECOMMENDED 2020-21 ACADEMIC CALENDAR**

The administration recommended the Board approve the academic calendar for 2020-21. Motion was made by Mrs. Boicken and seconded by Mr. Widholm to approve the 2020-21 academic calendar as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

### **APPROVAL OF RESOLUTIONS HONORING FULL-TIME RETIREES**

The administration recommended the Board approve and sign resolutions honoring college retirees Cathleen Hughes, Delithia Love and Brian Yeoman. Motion was made by Mr. Hove and seconded by Mr. Frey to approve the resolutions as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

### **ACCEPTANCE OF FIRST READING OF KCC BOARD OF TRUSTEES POLICY MANUAL REVISIONS**

The administration recommended the Board accept as a first reading the KCC Board of Trustees Policy Manual revisions in preparation for a second reading for approval. Motion was made by Mrs. Boicken and seconded by Mr. Orr to accept as a first reading the KCC Board of Trustees Policy Manual revisions as presented and in preparation for a second reading for approval on January 13, 2020. On roll call, the vote was:

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

NAYS: None

Motion Carried

### **REQUEST FOR APPROVAL TO ESTABLISH A KCC WOMEN'S SOCCER TEAM**

The administration recommended the Board approve the establishment of a KCC women's soccer team, as well as its associated athletic scholarship offerings and its proposed budget. Motion was made by Mrs. Boicken and seconded by Mr. Hoekstra to approve the establishment of a KCC women's soccer team as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

### **INFORMATION**

Dr. Boyd provided his report to the Board. KCC was the recipient of a Kankakee County Chamber of Commerce award for the 2019 Business of the Year in Innovation and Technology. KCC was also awarded an Innovation Bridge and Transitions grant for an education program for incarcerated individuals. A Transitional English grant application was submitted to the Illinois Community College Board today. Senator Pat Joyce was on campus for a tour this week; we will continue to explore funding opportunities through the capital bill. The nursing program's honor society induction and pinning ceremony will take place this week. Administration continues to attend in-district high school Board of Education meetings to share partnership information.

Trustee Frey gave his report to the Board. The ICCTA will host a conference call in January and a meeting in March.

SBOT Solorzano provided her report to the Board. With the help of new Student Life Coordinator Rodney Lipscomb, the Student Advisory Council is creating a Student Government Association (SGA), as well as hosting Finals Fuel Week to help student alleviate stress during finals. Students formed a new food pantry club called Fight Against Student Hunger (FASH). Phi Theta Kappa is looking forward to the national Catalyst convention to be held in Texas next year.

#### **APPROVAL OF SHORT TERM INVESTMENTS**

The administration presented a short term investment on November 18, 2019 at Peoples Bank. Motion was made by Mr. Orr and seconded by Mr. Frey to accept the short term investment as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

#### **APPROVAL OF FINANCIAL REPORTS (subject to audit)**

The administration presented the Reconciled Cash Report for October 31, 2019 and the Investment and Financial Summary Report for November 30, 2019. Motion was made by Mr. Widholm and seconded by Mr. Hove to accept the Reconciled Cash Report and Investment and Financial Summary Report subject to audit. On roll call, the vote was:

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

NAYS: None

Motion Carried

#### **APPROVAL OF BILL SUMMARY AND TRAVEL PAYMENTS**

Bills totaling \$5,757.588.36, eighteen (18) purchase order requisitions over \$5,000, and three special bills totaling \$1,714.00 were presented for Board review. Motion was made by Mr. Frey and seconded by Mr. Hoekstra to approve the bill summary and payments as presented. On roll call, the vote was:

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

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 and 2-c-11 of the Illinois Open Meetings Act. Motion was made by Mr. Widholm and seconded by Mrs. Boicken to convene to closed session. On roll call, the vote was:

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

NAYS: None

Motion Carried

The Board went into closed session at 5:34 p.m. The Board returned at 5:41 p.m. Motion was made by Mr. Frey and seconded by Mr. Orr 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 1-4 as presented and recommended by the administration and enumerated below:

- (1) Approval of Employment Matters
- (2) Approval of Student Employment Matters
- (3) Approval of Continuing Education and Career Services Contracts
- (4) Approval for Payroll and Payment Authorizations to Adult and Youth Participants in WIOA Work Experience Programs in Livingston and Kankakee Counties

On roll call, the vote was:

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

NAYS: None

Motion Carried

**ADJOURNMENT**

There being no further business to come before the Board, motion to adjourn the Board Meeting at 5:43 p.m. was made by Mr. Frey and seconded by Mrs. Boicken. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Karen Slager, Recording Secretary

Approved:

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Chairman Pro Tem

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Secretary