



KANKAKEE COMMUNITY COLLEGE  
District 520

June 14, 2021

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A meeting of the Board of Trustees of Kankakee Community College, District 520, was called to order by Chair Hove at 5:00 pm in the Board Room (L241) of the Riverfront campus and via Zoom. Those physically in attendance were:

Mr. Brad Hove, Chair  
Mr. Todd Widholm, Vice Chair  
Mr. Richard Frey  
Mr. Jerald Hoekstra  
Mr. Patrick Martin  
Mr. William Orr  
Ms. Samaria Rosenthal, Student Representative to the Board

Also attending in person were:  
Dr. Michael Boyd, President  
Ms. Claire Chaplinski, Attorney  
Administrative Staff

Dr. Boyd stated that the meeting was broadcast live and recorded via Zoom for audio and video access per Governor Pritzker's executive order.

**APPOINTMENT OF A SECRETARY PRO TEM**

In the absence of Secretary Boicken at said meeting, Chair Hove called for a secretary *pro tem*. Motion was made by Mr. Widholm and seconded by Mr. Hoekstra to name Patrick Martin as secretary *pro tem* for the June 14, 2021 Board of Trustees meeting. On roll call, the vote was:

AYES: Frey, Hoekstra, Orr, Widholm, Hove  
ABSTAIN: Martin  
Motion Carried

There was no public comment.

Dr. Boyd welcomed Stephanie Spann from the ICCTA, who attended via Zoom, and Michael Proctor, Nicky Frey and Mike Frey.

There was one change to the published agenda – the addition of the appointment of a secretary *pro tem*.

**APPROVAL OF MINUTES**

The Recording Secretary presented the Minutes from the May 10, 2021 Board meeting for approval. Motion was made by Mr. Martin and seconded by Mr. Orr to approve the minutes as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Martin, Orr, Widholm, Hove  
Motion Carried

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

The consent agenda items were presented for approval. Motion was made by Mr. Frey and seconded by Mr. Orr to approve the June 14, 2021 Consent Agenda Action Items 1-4 as follows:

**\*APPROVAL OF TUITION/COURSE REIMBURSEMENTS**

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 science supplies.

**\*APPROVAL TO ACCEPT GRANT AWARD**

The administration recommended the Board accept the Governor's Emergency Education Relief Grant (additional award) from the US Department of Education in the amount of \$53,877.00 for the period July 1, 2020 through June 30, 2022.

**\*UPDATE ON BUDGET PREPARATION AND REQUEST TO OPERATE WITHIN BUDGET DRAFT**

The administration recommended the Board authorize continued college operations by allowing those expenditures required for normal operations, which include salaries, approved contracts, utilities, maintenance and supplies, for the period July 1, 2021 through budget adoption.

On roll call, the vote was:

AYES: Frey, Hoekstra, Martin, Orr, Widholm, Hove  
Motion Carried

**APPROVAL OF A RESOLUTION HONORING BOARD SERVICE**

Upon acceptance of the resignation of Mr. Richard Frey, the administration recommended the Board approve the resolution honoring him for his 20 years of service on the Kankakee Community College District 520 Board of Trustees. Chair Hove read the resolution, and the trustees took turns thanking Mr. Frey. A public comment from Stephanie Spann of the ICCTA was read to Mr. Frey. Motion was made by Mr. Hoekstra and seconded by Mr. Widholm to approve the resolution as presented. On roll call, the vote was:

AYES: Hoekstra, Martin, Orr, Widholm, Hove  
Motion Carried

**APPROVAL OF APPOINTMENT TO FILL A PUBLIC OFFICE VACANCY**

The administration recommended the Board appoint a trustee to serve the remainder of Trustee Frey's unexpired term until the 2023 consolidated election. Motion was made by Mr. Widholm and seconded by Mr. Hoekstra to appoint Michael Proctor to serve the remainder of the position as described. On roll call, the vote was:

AYES: Hoekstra, Martin, Orr, Widholm, Hove  
Motion Carried

### **APPROVAL OF CONTRACT AWARD(S)**

The administration recommended the Board approve awarding the following bids: 1) CDWG for CrowdStrike Cybersecurity Software in the amount of \$39,996; 2) CDWG for VMWare Annual Renewal in the amount of \$28,728.60; and 3) Ruder Technologies for Tech Building – Phase I Instructional Equipment/Integration in the amount of \$17,342. Motion was made by Mr. Martin and seconded by Mr. Orr to award the bid as presented. On roll call, the vote was:

AYES: Hoekstra, Martin, Orr, Proctor, Widholm, Hove  
Motion Carried

### **APPROVAL OF THE REVISED 2021-2022 ACADEMIC CALENDAR**

The administration recommended the Board approve the revised academic calendar for 2021-2022 reflecting a change in the Fall 2021 schedule. Motion was made by Mr. Orr and seconded by Mr. Widholm to approve the revised academic calendar as presented. On roll call, the vote was:

AYES: Hoekstra, Martin, Orr, Proctor, Widholm, Hove  
Motion Carried

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

The administration recommended the Board approve and sign resolutions honoring full-time employee retirees Karen Bayston, Bridget Bertrand-Essington, Helen Streicher and John Willard. Motion was made by Mr. Hoekstra and seconded by Mr. Orr to approve the resolutions as presented. On roll call, the vote was:

AYES: Hoekstra, Martin, Orr, Proctor, Widholm, Hove  
Motion Carried

### **APPROVAL OF A RESOLUTION AUTHORIZING AND PROVIDING FOR AN INSTALLMENT PURCHASE AGREEMENT FOR THE PURPOSE OF PAYING THE COST OF PURCHASING REAL OR PERSONAL PROPERTY, OR OBTH, IN AND FOR THE DISTRICT, AND FOR THE ISSUE OF \$3,520,000 GENERAL OBLIGATION DEBT CERTIFICATES (LIMITED TAX), SERIES 2021A, OF THE DISTRICT EVIDENCING THE RIGHTS TO PAYMENT UNDER SAID AGREEMENT, PROVIDING FOR THE SECURITY FOR AND MEANS OF PAYMENT UNDER SAID AGREEMENT OF SAID CERTIFICATES, AND AUTHORIZING THE SALE OF SAID CERTIFICATES TO THE PURCHASER THEREOF.**

The administration recommended the Board approve the debt certificate resolution in the amount of \$3.52 million. Motion was made by Mr. Martin and seconded by Mr. Widholm to approve the debt certificate resolution as described. On roll call, the vote was:

AYES: Hoekstra, Martin, Orr, Proctor, Widholm, Hove  
Motion Carried

### **INFORMATION**

Dr. Thompson gave his Foundation update to the Board. The Board reviewed the Census Day Enrollment Report for Summer 2021.

Dr. Boyd gave his report to the Board. Thank you to the ICCTA for the annual convention and awards banquet. Dr. Boyd appreciated the Open Meetings Act (OMA) training, which is a trustee requirement and will be provided to all trustees in a taped format. The first Scholarship Signing Day was a success. Congratulations to the women's volleyball and men's soccer teams for being named 2021 NJCAA All-Academic Teams. Congratulations to the women's soccer team for finishing sixth in the region in its first year and advancing to the national tournament. TRIO students will build watermelon catapults on the front lawn as part of a STEM project. The college has dropped the mask requirement in accordance with the governor's office and State of Illinois. Dr. Boyd thanked the Reopening Task Force and Beth Nunley for her leadership on the committee.

SBOT Rosenthal gave her report to the Board. She thanked the Board for the opportunity to serve as student representative. Student Advisory Council (SAC) elected new officers, and she is the president. They are planning activities not only for the fall semester but for the entire year. They will participate in the July 4<sup>th</sup> event on campus by handing out free items.

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

The administration presented the Reconciled Cash Report for April 30, 2021 and the Investment and Financial Summary Report for May 31, 2021. Motion was made by Mr. Hoekstra and seconded by Mr. Orr to accept the Reconciled Cash Report and Investment and Financial Summary Report subject to audit. On roll call, the vote was:

AYES: Hoekstra, Orr, Proctor, Widholm, Hove

ABSTAIN: Martin

Motion Carried

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

Bills totaling \$2,576,908.97, fifteen (15) purchase order requisitions over \$10,000, and one (1) special bill in the amount of \$311.00 were presented for Board review. Motion was made by Mr. Widholm and seconded by Mr. Martin to approve the bill summary and payments as presented. On roll call, the vote was:

AYES: Hoekstra, Martin, Orr, Proctor, Widholm, Hove

Motion Carried

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

AYES: Hoekstra, Martin, Orr, Proctor, Widholm, Hove

Motion Carried

The Board went into closed session at 5:42 pm. The Board returned at 5:53 p.m. It was noted that no one from the public was participating via Zoom. Motion was made by Mr. Hoekstra and seconded by Mr. Orr to reconvene the Board meeting. On roll call, the vote was:

AYES: Hoekstra, Martin, Orr, Proctor, Widholm, Hove

Motion Carried

Dr. Boyd noted that the Board was now back in Open Session and that there were no participants via Zoom.

**MATTERS OF PERSONNEL**

The Board reviewed matters of personnel presented in closed session. Motion was made by Mr. Widholm and seconded by Mr. Hoekstra to approve Matters of Personnel Items 1-6 as presented and recommended by the administration and enumerated below:

- (1) Approval of Position Description
- (2) Approval of Employment Matters
- (3) Approval of Student Employment Matters
- (4) Approval of Continuing Education and Career Services Contracts
- (5) Approval for Payroll and Payment Authorizations to Youth Participants in WIOA Work Experience Programs in Livingston and Kankakee Counties
- (6) Approval of Confidential Settlement and General Release Agreement

On roll call, the vote was:

AYES: Hoekstra, Martin, Orr, Proctor, Widholm, Hove  
Motion Carried

**ADJOURNMENT**

There being no further business to come before the Board, motion to adjourn the Board Meeting at 5:55 p.m. was made by Mr. Hoekstra and seconded by Mr. Martin. On roll call, the vote was:

AYES: Hoekstra, Martin, Orr, Proctor, Widholm, Hove  
Motion Carried

Respectfully submitted,

Karen Slager, Recording Secretary

Approved:

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Chair

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Secretary *Pro Tem*