

KANKAKEE COMMUNITY COLLEGE
District 520

April 9, 2007

A meeting of the Board of Trustees of Kankakee Community College, District 520, was called to order at 5:03 p.m. in the Board Room on campus. Those in attendance were:

Mr. Hugh E. VanVoorst, Chairman
Mr. Jerald W. Hoekstra, Vice Chairman
Mr. J. Dennis Marek, Secretary
Mr. Richard Frey
Mr. Brad Hove
Mrs. Betty Meents
Ms. Kaylee Balthazor, Student Representative

Also attending:
Dr. Girard W. Weber, President
Administrative Staff

Introductions of Coach Dennis Clark and Coach Don Denson and three of the Lady Cavaliers basketball team were made. Coach Clark was recognized for his achievement. Coach Denson and his team were then recognized for their placement of 2nd in the NJCAA Tournament. The players then thanked the Board for the opportunity and the reception put on the by the college.

President Weber distributed the event date card to the Board members.

*** INDICATES APPROVAL OF MINUTES FROM THE MARCH 12, 2007, BOARD MEETING AND THE APRIL 9, 2007, CONSENT AGENDA ITEMS**

* By consent, motion was made by Mr. Frey and seconded by Mr. Marek to approve the Minutes from the March 12, 2007, Board meeting and the April 9, 2007, Consent Agenda Action Items 1 through 10. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Meents, VanVoorst
NAYS: None
Motion Carried

***RECOGNITION OF KANKAKEE COMMUNITY COLLEGE'S 2006-07 WOMEN'S BASKETBALL TEAM**

The administration recommended the Board of Trustees execute a Resolution commending the 2006-07 Women's Basketball Team. * By prior consent motion, Motion was made by Mr. Frey and seconded by Mr. Marek to approve the Resolution honoring the 2006-07 Women's Basketball Team as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Meents, VanVoorst
NAYS: None
Motion Carried

***RECOGNITION OF RETIRING STAFF MEMBERS OF KANKAKEE COMMUNITY COLLEGE**

The administration recommended the Board of Trustees execute Resolutions honoring six (6) full-time staff members who are retiring. * By prior consent motion, Motion was made by Mr. Frey and seconded by Mr. Marek to approve the Resolutions honoring Wendy Goeckner, James Grimes, Linda Guinn, Jane Haley, Gail Ritter and Albert Widhalm as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Meents, VanVoorst

NAYS: None

Motion Carried

*** APPROVAL OF STUDENT EMPLOYMENT AND WAGES**

The administration recommended a detailed list of student employees and wages to be paid. * By prior consent motion, Motion was made by Mr. Frey and seconded by Mr. Marek to approve the student employment and wages as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Meents, VanVoorst

NAYS: None

Motion Carried

*** APPROVAL OF PARTICIPANT ADDITIONS TO TITLE 1A & 1D PROGRAMS**

The administration recommended two (2) participant additions to the Title 1A and 1D programs. * By prior consent motion, Motion was made by Mr. Frey and seconded by Mr. Marek to approve the two (2) participant additions as presented. On roll call, the vote was:

AYES: Frey Hoekstra, Hove, Marek, Meents, VanVoorst

NAYS: None

Motion Carried

*** APPROVAL OF WIA PROGRAM CONTRACT MODIFICATIONS**

The administration recommended the Board approve the modifications for FY06 WIA services. * By prior consent motion, motion was made by Mr. Frey and seconded by Mr. Marek to approve the modifications as presented. On roll call, the vote was:

AYES: Frey Hoekstra, Hove, Marek, Meents, VanVoorst

NAYS: None

Motion Carried

*** CHARGEBACKS**

The administration recommended two (2) student chargeback requests for out-of-district tuition support for students to attend recognized community colleges in Illinois for the academic year 2007-2008. * By prior consent motion, motion was made by Mr. Frey and seconded by Mr. Marek to approve the chargeback requests as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Meents, VanVoorst

NAYS: None

Motion Carried

*** APPROVAL TO ACCEPT FUNDS**

The administration recommended the acceptance of an award of \$17,523 United Way funds and approve the budget as presented. * By prior consent motion, motion was made by Mr. Frey and seconded by Mr. Marek to approve the acceptance of the award of \$17,523 United Way funds and approve the proposed budget. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Meents, VanVoorst

NAYS: None

Motion Carried

*** APPROVAL OF COMMUNITY COLLEGE EDUCATION AGREEMENT**

The administration recommended the Board approve the renewed Community College Education Agreement effective April, 2007, as presented. * By prior consent motion, motion was made by Mr. Frey and seconded by Mr. Marek to approve the renewed Community College Education Agreement. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Meents, VanVoorst

NAYS: None

Motion Carried

*** APPROVAL OF MAY BOARD MEETING DATE CHANGE**

The administration recommended the Board approve the May meeting date change to May 21, 2007, as presented. * By prior consent motion, motion was made by Mr. Frey and seconded by Mr. Marek to approve the May meeting date change. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Meents, VanVoorst

NAYS: None

Motion Carried

*** APPROVAL OF SPECIAL BOARD MEETINGS**

The administration recommended the Board approve the setting of two (2) special Board meetings for April 19, 2007, at 4:00 p.m. for the purpose of organization and May 21, 2007, at 1:30 pm for the purpose of self-evaluation and planning. * By prior consent motion, motion was made by Mr. Frey and seconded by Mr. Marek to approve the two special Board meetings. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Meents, VanVoorst

NAYS: None

Motion Carried

RECOMMENDATION FOR PARKING LOT AND ROADWAY MAINTENANCE

The administration recommends the Board of Trustees authorize a contract with Tyson Engineering to develop specifications, bid and supervise the parking lot and roadway repairs at a cost estimated to be \$86,111 plus approximately \$10,500 for engineering and supervision fees. Motion was made by Mr. Hoekstra and seconded by Mrs. Meents to approve the contract for services with Tyson Engineering as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Meents, VanVoorst

NAYS: None

Motion Carried

AWARDING OF BID

The administration recommended the Board approve the bid for vinyl wall covering as presented. Motion was made by Mr. Frey and seconded by Mr. Hove to award the bid as follows:

A. Vinyl Wall Covering

Bid award:

Galaxy Painting, Ltd., Kankakee, Illinois \$40,839.00

On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Meents, VanVoorst

NAYS: None

Motion Carried

AWARDING OF FOOD SERVICE CONTRACT

The administration recommended the Board approve the administration choosing a vendor for food service as soon as possible to allow for no gap in services. Motion was made by Mr. Marek and seconded by Mr. Hoekstra to authorize the administration to enter into a contractual agreement for food service beginning June 1, 2007. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Meents, VanVoorst

NAYS: None

Motion Carried

AUTHORIZATION TO PROCEED WITH VIDEO SURVEILLANCE PHASE II PROJECT

The administration recommended the Board proceed with obtaining the equipment and services to complete the Video Surveillance Phase II project in an amount not to exceed \$131,300.00 as presented. Motion was made by Mr. Frey and seconded by Mr. Marek to authorize the administration to proceed with obtaining the equipment and services as presented to complete the Video Surveillance Phase II project in an amount not to exceed \$131,300.00. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Meents, VanVoorst

NAYS: None

Motion Carried

PERMIT APPLICATION

The administration recommends the Board of Trustees approve the permit application for the May 2, 2007, activity as presented. Motion was made by Mr. Hove and seconded by Mrs. Meents to approve the one (1) permit application for the event as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Meents, VanVoorst

NAYS: None

Motion Carried

President Weber provided his oral report to the Board; and ICCTA Representative Frey presented his oral report to the Board. Information Items were reviewed.

PURCHASE ORDER REQUISITIONS OVER \$5,000

The administration presented eight (8) purchase order requisitions over \$5,000 for Board approval. Motion was made by Mr. Marek and seconded by Mr. Frey to approve the eight (8) purchase order requisitions over \$5,000 as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Meents, VanVoorst

NAYS: None

Motion Carried

SHORT TERM INVESTMENTS

The administration presented short-term investments issued March 26, 2007. Motion was made by Mr. Marek and seconded by Mr. Frey to approve the investments as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Meents, VanVoorst

NAYS: None

Motion Carried

RECONCILED CASH BY FUND & INVESTMENT & FINANCIAL SUMMARY

The administration presented the reconciled cash report for February 28, 2007, and the Investment and Financial Summary report for March 31, 2007. Motion was made by Mr. Frey and seconded by Mr. Hove to accept the Reconciled Cash Report and Investment and Financial Summary Report subject to audit. On voice vote, the motion was unanimously approved.

BILL APPROVAL

Bills totaling \$2,499,321.34 were presented for Board review. The total for the Operating Account was \$1,169,988.98, Payroll Account, \$1,320,349.40 and Imprest Account \$8,982.96. The total, by fund, were: Education Fund, \$457,268.45; Operations & Maintenance Fund, \$191,493.84; Auxiliary Fund, \$48,381.57, Restricted Fund, \$49,474.04, WIA Fund, \$32,993.51, Liability Protection Settlement Fund, \$42,795.16; Imprest, \$8,982.96; and Payroll and Related Bills \$1,667,931.81. Motion was made by Mr. Marek and seconded by Mr. Hoekstra to approve the bill approval and bill summary sheets as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Meents, VanVoorst

NAYS: None

Motion Carried

The Board agenda scheduled to go into closed session for the purposes of the Board discussing matters of personnel pursuant to Section 2-c-1 of the Illinois Open Meetings Act. Motion was made by Mr. Hoekstra and seconded by Mr. Hove. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Meents, VanVoorst

NAYS: None

Motion Carried

The Board went into closed session at 5:42 p.m. The Board returned at 6:03 p.m. Motion was made by Mr. Hove and seconded by Mr. Marek to reconvene the Board meeting. On voice vote, the motion was unanimously approved.

* By consent motion, motion was made by Mr. Hove and seconded by Mrs. Meents to approve the matters of personnel – Items 2-8 as presented and recommended by the administration as enumerated below:

Matters of Personnel:

- (2) Approval of Adult Education Contract(s)
- (3) Approval of Corporate and Continuing Education Contract(s)
- (4) Revisions to Part-time Instructor List, Credit Division, Spring Semester, 2007
- (5) Revisions to Full-time Overload Summary 2006-2007
- (6) Approval of New Position Descriptions
- (7) Employment and Transfer of Staff
- (8) Resignation(s) and/or Termination(s)

On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Meents, VanVoorst

NAYS: None

Motion Carried

ADJOURNMENT

There being no further business to come before the Board, motion to adjourn Board Meeting at 6:06 p.m. was made by Mr. Marek and seconded by Mr. Frey. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Clerk

Approved:

Chairman

Secretary