

KANKAKEE COMMUNITY COLLEGE
District 520

June 11, 2007

A meeting of the Board of Trustees of Kankakee Community College, District 520, was called to order at 5:02 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
Mr. Patrick Martin
Mrs. Betty Meents

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

Dean Julia Walsh was introduced and welcomed. Resolution was presented to Student Representative Kaylee Balthazor for her service. Student Representative Rainie Themer was welcomed and seated.

*** INDICATES APPROVAL OF MINUTES FROM THE MAY 21, 2007, COMMITTEE OF THE WHOLE MEETING, THE MAY 21, 2007, BOARD MEETING AND THE JUNE 11, 2007, CONSENT AGENDA ITEMS**

* By consent, motion was made by Mr. Frey and seconded by Mr. Hove to approve the Minutes from the May 21, 2007, Committee of the Whole Meeting, the May 21, 2007, Board meeting and the June 11, 2007, Consent Agenda Action Items 1 through 7. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Martin, 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 was made by Mr. Frey and seconded by Mr. Hove to approve the student employment and wages as presented. On roll call, the vote was:

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

*** APPROVAL OF PARTICIPANT ADDITIONS TO TITLE 1A, 1D AND 1Y-OS PROGRAMS**

The administration recommended four (4) participant additions to the Title 1A, 1D and 1Y-OS programs. * By prior consent, motion was made by Mr. Frey and seconded by Mr. Hove to approve the four (4) participant additions as presented. On roll call, the vote was:

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

*** APPROVAL FOR PAYROLL AND PAYMENT AUTHORIZATIONS TO YOUTH PARTICIPANTS IN KCC'S YOUTH PROGRAMS**

The administration recommended the Board approve payroll and payment authorization for participant wages at the rate of \$6.50 per hour for the period April 7 through June 30, 2007, and \$7.50 per hour from July 1 through August 30, 2007, for the individuals as presented. * By prior consent, motion was made by Mr. Frey and seconded by Mr. Hove to approve the participant wages for the individuals as presented. On roll call, the vote was:

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

*** APPROVAL OF PREVAILING WAGE RATES**

The administration recommended the Board approve the resolution as presented effective June 30, 2007. * By prior consent, motion was made by Mr. Frey and seconded by Mr. Hove to approve the prevailing wage rates as presented. On roll call, the vote was:

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

*** UPDATE ON THE PROPERTY, CASUALTY, LIABILITY, HEALTH, AND LIFE INSURANCE PROGRAMS**

The administration recommended the Board authorize and approve permission to bind the most cost-effective insurance policies as outlined above effective July 1, 2007. * By prior consent, motion was made by Mr. Frey and seconded by Mr. Hove to authorize and approve permission to bind the policies as presented. On roll call, the vote was:

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

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

The administration recommended the Board authorize the continuance of the operation of the college by making those expenditures required for normal operations, which includes salaries, approved contracts, utilities, maintenance, and supplies for the period July 1, 2007, through budget adoption. * By prior consent, motion was made by Mr. Frey and seconded by Mr. Hove to authorize the continuance of the operation of the college as presented through budget adoption. .On roll call, the vote was:

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

NAYS: None

Motion Carried

*** APPROVAL OF REQUEST TO BID**

The administration recommended the Board approve soliciting bids for college stationery. . * By prior consent, motion was made by Mr. Frey and seconded by Mr. Hove to approve soliciting bids for college stationary as presented. .On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF REQUEST TO PROCEED TO FILL POND

The administration recommended the Board approve proceeding with filling the pond in coordination with Tyson Engineering at a cost not to exceed \$80,000 plus engineering fees. Motion was made by Mr. Hoekstra and seconded by Mrs. Meents to approve filling the pond in coordination with Tyson Engineering at a cost not to exceed \$80,000 plus engineering fees as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF FIRST READING: PROPOSED BONDING RESOLUTION

The administration recommended the Board accept the Proposed Bond Resolution as a first reading in preparation for a second reading as an action item to be presented at the Board meeting scheduled for July 9, 2007. Administration will provide additional information to the Board prior to a second reading and action on the matter. Motion was made by Mr. Frey and seconded by Mrs. Meents to accept the proposed Bond Resolution as a first reading. On voice vote, the motion was unanimously approved.

PERMIT APPLICATION

The administration recommended the Board approve the permit application for the July 4, 2007, activity as presented. Motion was made by Mr. Marek and seconded by Mr. Martin to approve the one (1) permit application for the event as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Martin, 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 sixteen (16) purchase order requisitions over \$5,000 for Board approval. Motion was made by Mr. Marek and seconded by Mr. Hoekstra to approve the sixteen (16) 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 May 7 and 22, 2007. Motion was made by Mr. Hoekstra and seconded by Mr. Marek 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 April 30, 2007, and the Investment and Financial Summary report for May 31, 2007. Motion was made by Mr. Marek 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 \$1,830,850.64 were presented for Board review. The total for the Operating Account was \$1,032,412.57, Payroll Account, \$791,993.07 and Imprest Account \$6,445.00. The total, by fund, were: Education Fund, \$249,973.08; Operations & Maintenance Fund, \$161,476.93; Bond & Interest Fund, \$59,052.50; Auxiliary Fund, \$108,573.45, Restricted Fund, \$95,456.73, WIA Fund, \$58,582.55, Liability Protection Settlement Fund, \$35,304.42; Imprest, \$6,445.00; and Payroll and Related Bills \$1,055,985.98. Motion was made by Mr. Marek and seconded by Mr. Martin to approve the bill approval and bill summary sheets as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Martin, 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, business and probable or pending litigation pursuant to Sections 2-c-1, 2-c-6, and 2-c-11 of the Illinois Open Meetings Act. Motion was made by Mr. Martin and seconded by Mr. Hoekstra. On roll call, the vote was:

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

NAYS: None

Motion Carried

The Board went into closed session at 5:52 p.m. The Board returned at 7:20 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 Mr. Marek to approve matters of personnel – Items 2-14 and matter of business – Item 1 as presented and recommended by the administration as enumerated below:

Matters of Personnel:

- (2) Approval of Corporate and Continuing Education Contract(s)
- (3) Revisions to Part-time Instructor List, Credit Division, Spring Semester, 2007
- (4) Revisions to Part-time Instructor List, Credit Division, Summer Term, 2007
- (5) Revisions to Full-time Faculty Appointments, Summer Term, 2007
- (6) Revisions to Overload Payments to 12-month Instructional Administrators 2005-06
- (7) Revisions to Overload Payments to 12-month Instructional Administrators 2006-07
- (8) Revisions to Full-time Overload Payments for 2006-07
- (9) Salary and Benefit Program for Supportive Staff and Administrators
- (10) Administrative Contract Recommendations 2007-2010
- (11) Approval of New Position Descriptions
- (12) Employment and Transfer of Staff
- (13) Request to Hire Administrative Staff
- (14) Resignation(s) and/or Termination(s)

Matter of Business:

- (1) Chargeback Appeal

On roll call, the vote was:

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

NAYS: None

Motion Carried

PRESIDENT’S CONTRACT EXTENSION

Initial review of President’s goals was held. Motion was made by Mr. Hove and seconded by Mr. Frey to direct the Board Attorney to prepare and provide for delivery of a letter to President Weber confirming a contract extension through June 30, 2009. On roll call, the vote was:

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

NAYS: None

Motion Carried

ADJOURNMENT

There being no further business to come before the Board, motion to adjourn Board Meeting at 7:23 p.m. was made by Mr. Hoekstra and seconded by Mr. Marek. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Clerk

Approved:

Vice-Chairman

Secretary