

KANKAKEE COMMUNITY COLLEGE  
District 520

July 9, 2007

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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. 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

President Weber noted change to Agenda Items – Item #7 includes a change in the process and so will be called for an individual roll call vote to be taken.

**\* INDICATES APPROVAL OF MINUTES FROM THE JUNE 11, 2007, BOARD MEETING AND THE JULY 9, 2007, CONSENT AGENDA ITEMS AS AMENDED.**

\* By consent, motion was made by Mr. Hove and seconded by Mr. Martin to approve the Minutes from the June 11, 2007, Board Meeting and the July 9, 2007, Consent Agenda Action Items 1 through 6 and 8. On roll call, the vote was:

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

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

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

The administration recommended the Board approve the participant additions to the 1A and 1D programs as presented. \* By prior consent, motion was made by Mr. Hove and seconded by Mr. Martin to approve the program participants as presented. On roll call, the vote was:

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

**\* APPROVAL OF WIA LIVINGSTON COUNTY OUTPOST AGREEMENT**

The administration recommended the Board approve the renewal Livingston County Outpost Agreement with the Illinois Department of Employment Security for Employment Services office space at 741 W. Washington, Suite #2, Pontiac, Illinois from July 1, 2007, to June 30, 2008. \* By prior consent, motion was made by Mr. Hove and seconded by Mr. Martin to approve the Agreement Renewal as presented. On roll call, the vote was:

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

**\* APPROVAL OF LEASE FOR WIA LIVINGSTON COUNTY OFFICE SPACE**

The administration recommended the Board approve the lease for the Livingston County WIA/IETC office space located at 741 West Washington, Suite #2, Pontiac, Illinois for the period July 1, 2007 through June 30, 2009, for a monthly cost of \$550 including no utilities. \* By prior consent, motion was made by Mr. Hove and seconded by Mr. Martin to approve the Livingston county office space lease as presented. On roll call, the vote was:

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

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

The administration recommended the Board approve the authorization for the participant wages at the rate of \$6.50 per hour for the period April 7 through June 10, 2007, and \$7.50 per hour from June 11 through August 30, 2007, stipends payable up to a maximum of \$200 per individual as presented. \* By prior consent, motion was made by Mr. Hove and seconded by Mr. Martin to approve the wages as presented. On roll call, the vote was:

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

**\* CHARGEBACKS**

The administration recommended the Board approve the chargeback requests as presented. \* By prior consent, motion was made by Mr. Hove and seconded by Mr. Martin to approve the chargebacks as presented. On roll call, the vote was:

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

**NORTHERN ILLINOIS ANGLERS' ASSOCIATION ANNUAL GRANT TO THE LEARNING RESOURCE CENTER**

The administration recommends the Board accept ongoing annual NIAA grants. Motion was made by Mrs. Meents and seconded by Mr. Frey to accept ongoing NIAA grants. On roll call, the vote was:

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

**\* REQUEST TO BID**

The administration recommended the Board approve soliciting bids for athletic supplies and proposals for a donor recognition display. The administration requested Board authorization to proceed to award the bid for the donor recognition display. \* By prior consent, motion was made by Mr. Hove and seconded by Mr. Martin to approve the bid requests and authorization to proceed on the donor recognition display as presented. On roll call, the vote was:

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

**APPROVAL OF CONTRACT/AWARD AND AUTHORIZATION TO PURCHASE**

The administration recommended the Board approve awarding the bids. Motion was made by Mr. Frey and seconded by Mr. Martin to award the bids as presented. On roll call, the vote was:

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

**APPROVAL TO PROCEED WITH CONSTRUCTION DOCUMENTS AND LEED CERTIFICATION FOR THE HEALTH CAREERS CENTER FOR EXCELLENCE**

The administration recommended the Board authorize contracting with RGB Architectural Group for development of the construction documents at a cost of \$98,336; and proceeding with LEED certification, fees for which are an additional \$64,200. Motion was made by Mrs. Meents and seconded by Mr. Martin to authorize the two actions as presented. On roll call, the vote was:

AYES: Martin, Meents  
NAYS: Frey, Hoekstra, Hove, Marek  
Motion Denied

**APPROVAL TO PROCEED WITH CONSTRUCTION DOCUMENTS FOR THE HCCE**

The administration recommended the Board authorize contracting with RGB Architectural Group for development of the construction documents at a cost of \$98,336. Motion was made by Mr. Frey and seconded by Mr. Marek to authorize contracting with RGB as presented. On roll call, the vote was:

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

**APPROVAL TO PROCEED WITH LEED CERTIFICATION FOR THE HCCE**

The administration recommended the Board authorize proceeding with LEED certification, fees for which are an additional \$64,200. Motion was made by Mr. Frey and seconded by Mr. Marek to table the item to the next meeting of the Board to allow for further discussion on the matter. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek

NAYS: Martin

ABSTAIN: Meents

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 nine (9) purchase order requisitions over \$5,000 for Board approval. Motion was made by Mr. Marek and seconded by Mr. Frey to approve the nine (9) purchase order requisitions over \$5,000 as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Meents

NAYS: None

Motion Carried

**SHORT TERM INVESTMENTS**

The administration presented short-term investments issued June 4, 7 and 12, 2007. Motion was made by Mrs. Meents and seconded by Mr. Marek to approve the investments as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Marek, Meents

NAYS: None

Motion Carried

**RECONCILED CASH BY FUND & INVESTMENT & FINANCIAL SUMMARY**

The administration presented the reconciled cash report for May 31, 2007, and the Investment and Financial Summary report for June 30, 2007. Motion was made by Mr. Frey and seconded by Mr. Martin 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 \$2,097,089.93 were presented for Board review Motion was made by Mr. Marek and seconded by Mr. Hove to approve the bill approval and bill summary sheets as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

The Board agenda scheduled to go into closed session for the purposes of the Board discussing matters of personnel, probable or pending litigation, and semi-annual review of closed session minutes 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. Hove convene to closed session. On roll call, the vote was:

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

NAYS: None

Motion Carried

The Board went into closed session at 5:57 p.m. The Board returned at 6:20 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 2-8 as presented and recommended by the administration as enumerated below:

Matters of Personnel:

- (2) Approval of Corporate and Continuing Education Contract(s)
- (3) Approval of Adult Education Contract(s)-Summer 2007
- (4) Approval of Adult Education Contract(s)-FY 08
- (5) Revisions to Part-time Instructor List, Credit Division, Spring Semester, 2007
- (6) Revisions to Part-time Instructor List, Credit Division, Summer Term, 2007
- (7) Revisions to Full-time Faculty Appointments, Summer Term, 2007
- (8) Employment and Transfer of Staff

On roll call, the vote was:

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

NAYS: None

Motion Carried

Motion was made by Mr. Hove and seconded by Mr. Martin to approve the closed session minutes and authorize their release from the following meeting dates: January 9, February 20, and March 12, 2007, and to authorize the destruction of the audio recordings of all meetings held prior to January 1, 2006, for which minutes have previously been approved. On roll call, the vote was:

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

NAYS: None

Motion Carried

**ADJOURNMENT**

There being no further business to come before the Board, motion to adjourn Board Meeting at 6:27p.m. was made by Mr. Frey and seconded by Mr. Marek. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Clerk

Approved:

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Chairman

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Secretary