

KANKAKEE COMMUNITY COLLEGE
District 520

September 8, 2008

A meeting of the Board of Trustees of Kankakee Community College, District 520, was called to order at 5:05 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
Teresa Allen, Student Representative to the Board

Also attending:

Dr. Girard W. Weber, President
Administrative Staff

*** INDICATES APPROVAL OF MINUTES FROM THE AUGUST 11, 2008, BOARD MEETING AND THE SEPTEMBER 8, 2008, CONSENT AGENDA ITEMS**

* By consent, motion was made by Mr. Marek and seconded by Mr. Hoekstra to approve the Minutes from August 11, 2008, Board meeting and the September 8, 2008, Consent Agenda Action Items 1 through 3 as follows:

*** APPROVAL OF NORTHEASTERN ILLINOIS AREA AGENCY ON AGING LEASE AGREEMENT**

The administration recommended the Board approve an agreement with Northeastern Illinois Area Agency on Aging for the period October 1, 2008 through September 30, 2011, at rates of \$3,956.50 per month for the year ending September 30, 2009, \$4,149.50 per month for the year ending September 30, 2010, and \$4,342.50 per month for the year ending September 30, 2011.

*** APPROVAL OF CHARGEBACKS REQUESTS**

The administration recommended the Board approve the three (3) chargeback requests as presented.

*** APPROVAL OF PERMIT APPLICATIONS**

The administration recommended the Board approve the permit applications for the three September and October activities as presented.

On roll call, the vote was:

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

NAYS: None

Motion Carried

AWARDING OF BIDS

The administration recommended the Board approve awarding the bids for equipment for Health Careers Center for Excellence (HCCE), printing of 2009 class schedules and Governor's Room audio visual equipment as presented. Motion was made by Mr. Hoekstra and seconded by Mr. Frey to approve awarding the bids as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

ADOPTION OF FISCAL YEAR 2009 BUDGET

The administration recommended the Board approve the transfer of \$336,000 from the Operations & Maintenance Restricted fund to the Operations & Maintenance fund, and further, the Board adopt the Fiscal Year 2009 Budget and Resolution as presented for the period July 1, 2008 through June 30, 2009. Motion was made by Mrs. Meents and seconded by Mr. Martin to adopt and approve the FY09 budget as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF SUPPLEMENTAL TAX PROVISION OF THE PUBLIC COMMUNITY COLLEGE ACT

The administration recommended adoption of a resolution expressing Board of Trustees' intent to include in the fall 2008 levy a supplemental tax as established in Section 3-14.3 of the Public Community College Act at a rate not to exceed the maximum allowable rate of 7.16 cents pending certification by the Illinois Community College Board on September 19, 2008. Further resolve that the Board direct the administration to publish the Board's intent and to meet the requirements of Section 3-14.3 of the Public Community College Act. Motion was made by Mr. Marek and seconded by Mr. Frey to approve the Supplemental Tax Provision of the Public Community College Act 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 nine (9) purchase order requisitions over \$5,000 for Board approval. Motion was made by Mr. Frey and seconded by Mr. Hove to approve the nine (9) purchase order requisitions over \$5,000 as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

SHORT TERM INVESTMENTS

The administration presented short-term investments issued August 13, 21, and 26, 2008. Motion was made by Mr. Marek and seconded by Mr. Martin to approve the investments as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

RECONCILED CASH BY FUND & INVESTMENT & FINANCIAL SUMMARY

The administration presented the reconciled cash report for July 31, 2008, and the Investment and Financial Summary report for August 31, 2008. Motion was made by Mr. Frey and seconded by Mr. Marek 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 \$3,259,454.72 were presented for Board review. Motion was made by Mr. Marek and seconded by Mr. Frey to approve the bill summary and payments 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 and business pursuant to Sections 2-c-1 and 2-c-6 of the Illinois Open Meetings Act. Motion was made by Mr. Martin and seconded by Mr. Hove. 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 5:20 p.m. The Board returned at 5:50 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 1-7 and 9 and business – Item 1 as presented and recommended by the administration as enumerated below:

A. Matters of Personnel pursuant to 5 ILCS 120/2(c)(1):

- (1) Approval of Revision to Salary Ranges for Supportive Staff and Administrators
- (2) Approval of Corporate and Continuing Education Contracts
- (3) Approval of Student Employment
- (4) Approval of Annual Load Summary for 11-month Instructor for Fall 2007-Summer 2008

- (5) Approval of Payment to Instructor, Credit Division, Summer Term, 2008
- (6) Approval of Payment to Instructor, Credit Division, Fall Semester, 2008
- (7) Approval of Part-time Instructor List, Credit Division, Fall Semester, 2008
- (9) Approval of Employment Matters

B. Matters of Business pursuant to 5 ILCS 120/2(c)(6)

- (1) Chargeback Appeal – Approval of Request to Deny Appeal

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 5:52 p.m. was made by Mr. Hove and seconded by Mr. Frey. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Secretary

Approved:

Chairman

Secretary