

KANKAKEE COMMUNITY COLLEGE  
District 520

December 12, 2011

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A meeting of the Board of Trustees of Kankakee Community College, District 520, was called to order at 3:32 p.m. in the Board Room on campus. Vice-Chair Hoekstra conducted the meeting until Chair Van Voorst's arrival. Those in attendance were:

Mr. Hugh E. VanVoorst, Chairman (arrived at 3:51 pm)  
Mr. Jerald W. Hoekstra, Vice Chairman  
Mr. Brad Hove, Secretary  
Mr. Richard Frey  
Mr. Patrick Martin  
Mrs. Betty Meents  
Mr. Todd Widholm  
Michael Nemeth, Student Representative to the Board

Also attending:

Dr. John Avendano, President  
Mr. Robert LaBeau, Legal Counsel  
Administrative Staff

**There was no public comment or changes to the published agenda.**

**APPROVAL OF MINUTES**

The Recording Secretary presented the Minutes from the November 14, 2011, Board meeting for approval. Motion was made by Mr. Frey and seconded by Mr. Hove to approve the minutes as presented. On roll call, the vote was:

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

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

The consent agenda items were presented for approval. By consent, motion was made by Mr. Frey and seconded by Mr. Martin to approve the December 12, 2011, Consent Agenda Action Items 1 through 4 as follows:

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

The administration recommended one (1) participant addition to the program.

**\* APPROVAL OF REVISED CHARGEBACK**

The administration recommended a revision to a previously approved student chargeback request for out-of-district tuition support for a different curriculum for the student.

**\* APPROVAL OF TUITION/COURSE REIMBURSEMENT**

The administration recommended the Board approve reimbursement payment to the three (3) staff members in compliance with the Board's Tuition/Course Reimbursement Policy.

**\* APPROVAL TO ACCEPT FUNDS**

The administration recommended the Board accept the eight (8) awards as presented.

On roll call, the vote was:

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

NAYS: None

Motion Carried

President Avendano provided his oral report to the Board. Information Items were reviewed.

**APPROVAL TO PROCEED WITH ARCHITECTURAL SERVICES FOR A NEW NORTH EXTENSION CENTER**

The administration recommended the Board approve the proposal from Demonica Kemper Architects to provide Phase I architectural services through conceptual design for a new facility at the North Extension Center location for a fee of \$38,825. Motion was made by Mr. Hove and seconded by Mrs. Meents to approve the proposal from Demonica Kemper Architects as presented.

On roll call, the vote was:

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

NAYS: None

Motion Carried

**APPROVAL OF INTERGOVERNMENTAL AGREEMENT ESTABLISHING THE ILLINOIS GREEN ECONOMY NETWORK**

The administration recommended the Board approve the Resolution Approving and Authorizing an Intergovernmental Agreement Establishing the Illinois Green Economy Network as presented.

Motion was made by Mr. Hoekstra and seconded by Mr. Frey to approve the intergovernmental agreement as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

**CONSIDERATION AND ACTION ON A RESOLUTION PROVIDING FOR AN INSTALLMENT PURCHASE AGREEMENT AND AUTHORIZING AND PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION DEBT CERTIFICATES (LIMITED TAX) FOR THE COLLEGE**

The administration recommended the Board approve the Debt Certificate Resolution in the amount of \$3 million as presented. Motion was made by Mr. Martin and seconded by Mr. Hoekstra to approve the Resolution as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

**No short term investments presented for approval.**

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

The administration presented the reconciled cash report for October 31, 2011, and the Investment and Financial Summary report for November 30, 2011. Motion was made by Mr. Frey and seconded by Mr. Hoekstra to accept the Reconciled Cash Report and Investment and Financial Summary Report subject to audit. On voice vote, the motion was unanimously approved.

**APPROVAL OF BILL SUMMARY AND PAYMENTS**

Bills totaling \$5,072,060.96, nine (9) purchase order requisitions over \$5,000, and two (2) special bills totaling \$467,491.50 were presented for Board review. Motion was made by Mr. Hove and seconded by Mr. Frey to approve the bill summary and payments as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

The Board was scheduled to go into closed session for the purpose of discussing matters of personnel pursuant to Sections 2-c-1 of the Illinois Open Meetings Act. Motion was made by Mr. Widholm and seconded by Mrs. Meents to convene to closed session. On roll call, the vote was:

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

NAYS: None

Motion Carried

The Board went into closed session at 4:00 p.m. The Board returned at 4:13 p.m. Motion was made by Mr. Martin and seconded by Mr. Frey to reconvene the Board meeting. On voice vote, the motion was unanimously approved.

**MATTERS OF PERSONNEL**

The Board reviewed matters of personnel presented in closed session. By consent motion, motion was made by Mr. Widholm and seconded by Mr. Hoekstra to approve matters of personnel as presented and recommended by the administration as enumerated below:

- (1) Approval of Continuing Education and Career Services Contracts
- (2) Approval of Student Employment
- (3) Approval for Payroll and Payment Authorization to Youth Participants in KCC's Youth Program Services
- (4) Approval of Payment to Instructor, Credit Division, for Fall Semester, 2011
- (5) Approval of Employment Matters

On roll call, the vote was:

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

NAYS: None

Motion Carried

**ADJOURNMENT**

There being no further business to come before the Board, motion to adjourn the Board Meeting at 4:14 p.m. was made by Mr. Frey and seconded by Mr. Widholm. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Secretary

Approved:

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Chairman

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Secretary