

KANKAKEE COMMUNITY COLLEGE
District 520

September 13, 2010

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. Brad Hove, Secretary
Mr. Patrick Martin
Mr. Todd Widholm
Tyler Fuller, Student Representative to the Board

Also attending:
Dr. John Avendano, President
Administrative Staff

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the August 9, 2010, Board meeting for approval. Motion was made by Mr. Hove and seconded by Mr. Widholm to approve the minutes as presented. On roll call, the vote was:

AYES: Hove, Widholm, VanVoorst
PRESENT: Martin
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. Hove and seconded by Mr. Martin to approve the September 13, 2010, Consent Agenda Action Items 1 through 5 as follows:

*** APPROVAL OF 1DS AND 1YS-OS PROGRAM PARTICIPANTS**

The administration recommended four (4) participant additions to the programs.

*** APPROVAL OF KCC'S WORKFORCE INVESTMENT ACT (WIA) PROGRAM SUBCONTRACT FOR LIVINGSTON COUNTY SATELLITE OFFICE**

The administration recommended the Board approve the PY10 subcontract as presented.

*** APPROVAL OF CHARGEBACKS**

The administration recommended four (4) student chargeback requests (all renewals) for out-of-district tuition support for the students to attend a recognized community college in Illinois for the academic year 2010-11.

*** 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 Renewable Energy Program award for \$400,000.00 as presented.

On roll call, the vote was:

AYES: Hove, Martin, Widholm, VanVoorst

NAYS: None

Motion Carried

APPROVAL OF CONTRACT AWARD(S) AND AUTHORIZATION TO PURCHASE

The administration recommended the Board approve awarding the bid for carpet in the atrium to Carpet Weavers for \$33,988.00 and for a backup generator to Elliott Electric for \$97,675.00 as bid.

Motion was made by Mr. Hove and seconded by Mr. Martin to approve awarding the bids as presented. On roll call, the vote was:

AYES: Hove, Martin, Widholm, VanVoorst

NAYS: None

Motion Carried

APPROVAL TO ADJUST FEE FOR HIGH SCHOOL COMPLETION COURSES

The administration recommended the Board approve an adjustment in the high school completion course fee to \$126 effective Fall Semester, 2010. Motion was made by Mr. Widholm and seconded by Mr. Martin to approve the adjusted fee of \$126.00 effective Fall Semester, 2010, as presented. On roll call, the vote was:

AYES: Hove, Martin, Widholm, VanVoorst

NAYS: None

Motion Carried

APPROVAL OF COURSE TUITION WAIVER

The administration recommended the Board approve waiving tuition for one college-level class for qualifying high school seniors as presented with said waivers valid for one year from the date of issuance. Motion was made by Mr. Hove and seconded by Mr. Widholm to approve the course tuition waiver as presented. On roll call, the vote was:

AYES: Hove, Martin, Widholm, VanVoorst

NAYS: None

Motion Carried

ADOPTION OF FISCAL YEAR 2011 BUDGET

The administration recommended the Board approve and adopt the Fiscal Year 2011 Budget as presented. Motion was made by Mr. Hove and seconded by Mr. Martin to approve the budget for Fiscal Year 2011, as presented. On roll call, the vote was:

AYES: Hove, Martin, Widholm, VanVoorst

NAYS: None

Motion Carried

APPROVAL OF SUPPLEMENTAL TAX PROVISION OF THE PUBLIC COMMUNITY COLLEGE ACT

Chair VanVoorst noted that three of the seven Board of Trustees members were absent and indicated an interest in deferring the matter to the next Board of Trustees meeting. President Avendano noted that the November meeting date would have to change to accommodate the notice provisions of the tax provision. Discussion was held on deferring the matter. Motion was made by Mr. Hove and seconded by Mr. Widholm to defer action relative to the Supplemental Tax Provision to the November, 2010, Board of Trustees meeting. On roll call, the vote was:

AYES: Hove, Martin, Widholm, VanVoorst

NAYS: None

Motion Carried

President Avendano provided his oral report to the Board, and Student Representative Fuller presented oral reports to the Board. Information Items were reviewed.

There were no short-term investments presented for action by the Board of Trustees.

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the reconciled cash report for July 31, 2010, and the Investment and Financial Summary report for August 31, 2010. Motion was made by Mr. Hove and seconded by Mr. Widholm 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 \$2,440,820.77, twenty-two (22) purchase order requisitions over \$5,000, and two (2) special bills totaling \$4,600.00 were presented for Board review. Motion was made by Mr. Martin and seconded by Mr. Hove to approve the bill summary and payments as presented. On roll call, the vote was:

AYES: Hove, Martin, Widholm, VanVoorst

NAYS: None

Motion Carried

The Board was scheduled to go into closed session for the purpose of discussing matters of personnel, real property, business and probable or pending litigation pursuant to Sections 2-c-1, 2-c-5, 2-c-6, and 2-c-11 of the Illinois Open Meetings Act. Motion was made by Mr. Martin and seconded by Mr. Widholm. On roll call, the vote was:

AYES: Hove, Martin, Widholm, VanVoorst

NAYS: None

Motion Carried

The Board went into closed session at 5:42 p.m. The Board returned at 6:19 p.m. Motion was made by Mr. Martin and seconded by Mr. Widholm 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. Hove and seconded by Mr. Martin to approve matters of personnel – Items 1-7 as presented and recommended by the administration as enumerated below:

- (1) Approval of Continuing Education and Career Services Contracts
- (2) Approval of Student Employment Matters
- (3) Approval of Payment to Instructor, Credit Division, for Spring Semester, 2010
- (4) Approval of Payment to Instructors, Credit Division, for Fall Semester, 2010
- (5) Approval of Additions to the Adjunct Instructor List, Credit Division, Fall Semester, 2010
- (6) Approval for Payroll and Payment Authorization to Youth Participant in WIA You Program
in Livingston County
- (7) Approval of Employment Matters

On roll call, the vote was:

AYES: Hove, Martin, Widholm, VanVoorst

NAYS: None

Motion Carried

ADJOURNMENT

There being no further business to come before the Board, motion to adjourn the Board Meeting at 6:20 p.m. was made by Mr. Martin and seconded by Mr. Widholm. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Secretary

Approved:

Chairman

Secretary