

KANKAKEE COMMUNITY COLLEGE  
District 520

December 13, 2010

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A meeting of the Board of Trustees of Kankakee Community College, District 520, was called to order at 5:00 p.m. in the Board Room on campus. Those in attendance were:

Mr. Hugh E. VanVoorst, Chairman  
Mr. Jerald W. Hoekstra, Vice Chairman  
Mr. Brad Hove, Secretary  
Mr. Richard Frey  
Mr. Patrick Martin  
Mrs. Betty Meents  
Mr. Todd Widholm  
Tyler Fuller, 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.**

**BOARD RECOGNITION**

The Board recognized and thanked the chapter officers of Phi Theta Kappa – President Michael Nemeth, VP of Fellowship Rebecca Hoffman and VP of Scholarship Stephen Hctor – for their service and leadership to the students of Kankakee Community College.

**APPROVAL OF MINUTES**

The Recording Secretary presented the Minutes from the November 15, 2010, Board meeting for approval. Motion was made by Mr. Frey and seconded by Mr. Martin to approve the minutes as presented. On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Martin, Meents, Widholm, VanVoorst  
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. Frey to approve the December 13, 2010, Consent Agenda Action Items 1 and 2 as follows:

**\* APPROVAL OF IDS PROGRAM PARTICIPANTS**

The administration recommended two (2) participant additions to the programs.

**\* APPROVAL OF PERMIT APPLICATIONS**

The administration recommended the Board approve the permit application for the February 5,

2011, activity as presented.

On roll call, the vote was:

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

NAYS: None

Motion Carried

**SECOND READING AND APPROVAL OF POLICY RELATED TO CHILD SAFETY**

The administration recommended the Board conduct the second reading and approve said policy with an immediate effective date upon approval, as presented. Motion was made by Mr. Martin and seconded by Mrs. Meents to approve the Child Safety Policy as presented and effective this 13<sup>th</sup> day of December, 2010. On roll call, the vote was:

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

NAYS: None

Motion Carried

**APPROVAL OF REQUEST TO PURCHASE COMPUTERS FROM DELL DIRECT**

The administration recommended the Board approve the purchase of computers from Dell Direct in an amount not to exceed \$150,000. Motion was made by Mr. Hove and seconded by Mr. Hoekstra to approve the purchase as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

**APPROVAL OF ADMINISTRATIVE FUND FOR THE KCC FOUNDATION, INC.**

The administration recommends the Board approve the KCC Foundation's request to capture 1% of certain Foundation funds for administrative expenses. Motion was made by Mr. Frey and seconded by Mr. Widholm to approve the establishment of an administrative fund of up to 1% of the Foundation funds as presented with separate line item listings to be included and provided in the college budget. On roll call, the vote was:

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

NAYS: None

Motion Carried

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

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

The administration presented the reconciled cash report for October 31, 2010, and the Investment and Financial Summary report for November 30, 2010. Motion was made by Mrs. Meents 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.

### **AMENDED PURCHASE ORDER REQUISITIONS**

An amendment was made to the submitted purchase order requisitions provided to the Board of Trustees. Motion was made by Mr. Hove and seconded by Mr. Frey to approve the submission of the amended purchase order requisitions as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

### **APPROVAL OF BILL SUMMARY AND PAYMENTS**

Bills totaling \$3,466,182.19, twelve (12) purchase order requisitions over \$5,000, and special bills totaling \$349,925.19 were presented for Board review. Motion was made by Mr. Widholm and seconded by Mr. Martin 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, 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. Hove and seconded by Mr. Hoekstra. 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 5:34 p.m. The Board returned at 5:50 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 – Items 1-5 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 of Full-Time Credit Division Overload Summary for Fall, 2010
- (4) Approval of Employment Matters
- (5) Approval of Request to Hire

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 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:

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Chairman

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Secretary