

KANKAKEE COMMUNITY COLLEGE  
District 520

October 11, 2011

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A meeting of the Board of Trustees of Kankakee Community College, District 520, was called to order at 5:00p.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  
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.**

**BOARD RECOGNITION**

The Board recognized and thanked the TRiO Talent Search staff for the renewal of the grant for this much-needed program. Dale Gerretse of Groskreutz, Schmidt, Abraham, Eshleman and Gerretse then provided a presentation to the Board of Trustees of the audit performed for fiscal year 2011 of Kankakee Community College. The Board thanked the audit team of the college and Mr. Gerretse for the work performed.

**APPROVAL OF MINUTES**

The Recording Secretary presented the Hearing Record from the September 12, 2011, Public Hearing for Budget and Appropriations and the Minutes from the September 12, 2011, Board meeting for approval. Motion was made by Mr. Frey and seconded by Mr. Martin to approve the hearing record and 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 October 11, 2011, Consent Agenda Action Items 1 and 2 as follows:

**\* APPROVAL OF 1A AND 1Y-OS PROGRAM PARTICIPANTS**

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

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

The administration recommended the Board approve reimbursement payment to the two (2) staff members in compliance with the Board's Tuition/Course Reimbursement Policy.

On roll call, the vote was:

AYES: Frey, Hoekstra, Hove, Martin, Meents, 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 smart classroom equipment to Ruder Communications, Kankakee, Illinois, for \$29,980 as bid. Motion was made by Mr. Hoekstra and seconded by Mr. Martin to approve awarding the bid as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

**FISCAL YEAR 2011 FINANCIAL AUDIT**

Audit item presented for action by the Board. Motion was made by Mrs. Meents and seconded by Mr. Hoekstra to accept the Fiscal Year 2011 Financial Audit as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

**APPROVAL OF 2012 BOARD MEETING SCHEDULE**

The administration recommended the Board approve the 2012 Board of Trustee Meeting Schedule Notice as presented. Motion was made by Mr. Frey and seconded by Mrs. Meents to approve the 2012 Board of Trustees Meeting Schedule as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

**CONSIDERATION AND APPROVAL OF PROTECTION, HEALTH, AND SAFETY PROJECT RESOLUTION**

The administration recommended the Board approve the Phase II Roof Replacement Project and the submission of the associated project application to the Illinois Community College Board. Motion was made by Mr. Hoekstra and seconded by Mr. Martin to approve the Protection, Health and Safety Project Resolution as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

**APPROVAL OF SUPPLEMENTAL TAX PROVISION OF THE PUBLIC COMMUNITY COLLEGE ACT**

The administration recommended the Board approve and adopt a resolution expressing the Board's intent to include in the Fall 2011 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 7.21 cents and 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. Frey and seconded by Mr. Martin to approve the Supplemental Tax Provision of the Public Community College Act as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

**APPROVAL TO PROCEED WITH ADDITIONAL PLANNING FOR THE EXTENSION CENTERS**

The administration recommended the Board approve the proposal from Demonica Kemper Architects to provide Phase II architectural services through the bidding phase for the North Extension Center for a fee of \$168,300, and the Board approve the solicitation of architectural proposals for the South Extension Center. Discussion was held on whether to renovate the existing NEC or build a new facility. Programming was reviewed and further discussion was held on the needs of the college for possible expansion. Motion was made by Mr. Hoekstra and seconded by Mrs. Meents to approve proceeding with the extension centers as presented. 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 presented oral reports to the Board. Information Items were reviewed.

**There were no short term investments.**

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

The administration presented the reconciled cash report for August 31, 2011, and the Investment and Financial Summary report for September 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 \$4,613,939.75, ten (10) purchase order requisitions over \$5,000, and one (1) special bill totaling \$22,379.00 were presented for Board review. Motion was made by Mr. Frey and seconded by Mr. Hove 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, collective negotiating, business and probable or pending litigation pursuant to Sections 2-c-1, 2-c-2, 2-c-6, and 2-c-11 of the Illinois Open Meetings Act. Motion was made by Mr. Martin 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 7:07 p.m. The Board returned at 7:34 p.m. Motion was made by Mr. Martin and seconded by Mr. Hoekstra 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 1-4 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 Authorizations to Youth Participation in  
WIA Youth Program in Livingston County
- (4) 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 7:35 p.m. was made by Mr. Widholm and seconded by Mr. Hove. 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