

KANKAKEE COMMUNITY COLLEGE
District 520

January 9, 2012

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 physically in attendance were:

Mr. Hugh E. VanVoorst, Chairman
Mr. Jerald W. Hoekstra, Vice Chairman
Mr. Brad Hove, Secretary
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 December 12, 2011, Board meeting for approval. Motion was made by Mr. Martin and seconded by Mr. Hoekstra to approve the minutes as presented. On roll call, the vote was:

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

APPROVAL OF PLANNING MEETING MINUTES

The Recording Secretary presented the Minutes from the December 19, 2011, Board planning meeting for approval. Motion was made by Mr. Widholm and seconded by Mr. Martin to approve the minutes as presented. On roll call, the vote was:

AYES: 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. Widholm and seconded by Mr. Hove to approve the January 9, 2012, Consent Agenda Action Items 1 through 4 as follows:

*** APPROVAL OF 1D PROGRAM PARTICIPANT**

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

*** APPROVAL OF TUITION/COURSE REIMBURSEMENT REQUESTS**

The administration recommended the Board approve reimbursement payment to the six (6) staff members in compliance with the Board's Tuition/Course Reimbursement Policy.

*** APPROVAL OF REQUEST TO BID**

The administration recommended the Board approve soliciting bids for heating, ventilation, and Air conditioning renovations Phase III.

*** APPROVAL TO ACCEPT FUNDS**

The administration recommended the Board accept the Peer Mentoring Support Platform for Non-Traditional Students in the Health Career and Law Enforcement Programs of \$2,150 and Katherine Clifton Trust of \$150,000 awards as presented.

On roll call, the vote was:

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

NAYS: None

Motion Carried

CONSIDERATION AND ACTION ON A RESOLUTION DECLARING THE INTENTION OF THE DISTRICT TO ISSUE BONDS

The administration recommended the Board approve the resolution of intent to issue bonds as presented and approve direction to proceed with the associated public notice requirements. Motion was made by Mrs. Meents and seconded by Mr. Martin to approve the Resolution as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

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

APPROVAL OF SHORT TERM INVESTMENTS

The administration presented short-term investments issued December 14, 2011. Motion was made by Mr. Hove and seconded by Mr. Hoekstra to approve the investments as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the reconciled cash report for November 30, 2011, and the Investment and Financial Summary report for December 31, 2011. Motion was made by Mrs. Meents and seconded by Mr. Martin 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 \$4,635,683.87, seven (7) purchase order requisitions over \$5,000, and two (2) special bills totaling \$39,082.00 were presented for Board review. Motion was made by Mr. Hove and seconded by Mr. Widholm to approve the bill summary and payments as presented. On roll call, the vote was:

AYES: 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, real property, and business pursuant to Sections 2-c-1, 2-c-5, and 2-c-6 of the Illinois Open Meetings Act. Motion was made by Mr. Widholm and seconded by Mr. Martin to convene to closed session. On roll call, the vote was:

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

The Board went into closed session at 5:20 p.m. The Board returned at 5:48 p.m. Motion was made by Mr. Hove 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 1-7 as presented and recommended by the administration as enumerated below:

- (1) Approval of Continuing Education and Career Services Contracts
- (2) Approval of Student Employment
- (3) Approval of Addition to Full-Time Credit Division Overload Summary for Fall, 2011
- (4) Approval of Payment to Instructors, Credit Division, for Fall Semester, 2011
- (5) Approval of Adjunct Instructor List, Credit Division, for Fall Semester, 2011
- (6) Approval of Adjunct Instructor List, Credit Division, for Spring Semester, 2012
- (7) Approval of Employment Matters

On roll call, the vote was:

AYES: 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 5:59 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