

KANKAKEE COMMUNITY COLLEGE
District 520

August 13, 2012

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 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
Taylor O'Connor, 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 July 9, 2012, 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, 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 Mrs. Meents and seconded by Mr. Hove to approve the August 13, 2012, Consent Agenda Action Items 1 and 2 as follows:

*** APPROVAL OF CHARGEBACK REQUEST**

The administration recommended a student chargeback request for out-of-district tuition support for the student to attend a recognized community college in Illinois for the academic year 2012-2013.

*** APPROVAL OF PERMIT APPLICATIONS**

The administration recommended the Board approve the permit applications for the activities as presented.

On roll call, the vote was:

AYES: Hoekstra, Hove, Martin, Meents, VanVoorst

NAYS: None

Motion Carried

APPROVAL OF LOCAL ELECTION OFFICIAL TO SERVE AS SECRETARY TO BOARD OF TRUSTEES FOR ACCEPTING ELECTION MATERIALS

The administration recommended the Board authorize the Local Election Official to act in the name of the Secretary of the Board of Trustees for the purpose of accepting election materials on behalf of Kankakee Community College District #520. Motion was made by Mr. Martin and seconded by Mr. Hoekstra to approve naming Rose Devine Mitchell, the Local Election Official, to act in the name of the Secretary of the Board of Trustees for purposes of the April 9, 2013, Consolidated Election as presented. On roll call, the vote was:

AYES: Hoekstra, Hove, Martin, Meents, VanVoorst

NAYS: None

Motion Carried

APPROVAL OF ACTIONS FOR RECOMMENDED FISCAL YEAR 2013 BUDGET

The administration recommended the Board approve the tentative budget for Fiscal Year 2013 for public display and inspection beginning August 14, 2012, and schedule the public hearing to be held at 5:00 p.m., Monday, September 13, 2012, in the Board Room. Motion was made by Mrs. Meents and seconded by Mr. Martin to approve the tentative budget for Fiscal Year 2013, for public display and inspection and schedule a public hearing to be held as presented. On roll call, the vote was:

AYES: Hoekstra, Hove, Martin, Meents, VanVoorst

NAYS: None

Motion Carried

President Avendano provided his oral report to the Board, and Student Representative O'Connor presented an oral report to the Board. Information Items were reviewed.

APPROVAL OF SHORT TERM INVESTMENTS

The administration presented short-term investments issued July 18, 2012. 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, VanVoorst

NAYS: None

Motion Carried

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the reconciled cash report for June 30, 2012, and the Investment and Financial Summary report for July 31, 2012. 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 \$3,291,134.87, seventeen (17) purchase order requisitions over \$5,000, and two (2) special bills totaling \$11,506.00 were presented for Board review. Motion was made by Mr. Hove and seconded by Mr. Hoekstra to approve the bill summary and payments as presented. On roll call, the vote was:

AYES: Hoekstra, Hove, Martin, Meents, 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. Martin and seconded by Mr. Hove to convene to closed session. On roll call, the vote was:

AYES: Hoekstra, Hove, Martin, Meents, VanVoorst

NAYS: None

Motion Carried

The Board went into closed session at 5:36 p.m. The Board returned at 5:58 p.m. Motion was made by Mr. Hoekstra and seconded by Mr. Hove 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 was made by Mr. Martin and seconded by Mr. Hoekstra to approve matters of personnel – Items 1-8 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 Faculty Appointments, Summer Term, 2012
- (4) Approval of 10- and 11-month Faculty Appointments, Summer Term, 2012
- (5) Approval of Adjunct Instructor List, Credit Division, Summer Term, 2012
- (6) Approval of Adjunct Instructor List, Credit Division, Fall Semester 2012
- (7) Approval for Payroll and Payment Authorizations to Youth Participant in WIA
Youth Program in Kankakee County
- (8) Approval of Employment Matters

On roll call, the vote was:

AYES: Hoekstra, Hove, Martin, Meents, 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. Hove. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Secretary

Approved:

Chairman

Secretary