

KANKAKEE COMMUNITY COLLEGE  
District 520

October 9, 2012

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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 physically in attendance were:

Mr. Hugh E. VanVoorst, Chairman  
Mr. Jerald W. Hoekstra, Vice Chairman (present 5:04 to 5:26 pm)  
Mr. Brad Hove, Secretary  
Mr. Richard Frey  
Mr. Patrick Martin  
Mrs. Betty Meents  
Mr. Todd Widholm  
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.**

**BOARD RECOGNITION**

The Board recognized and thanked the Central Illinois Green Club and the Student Advisory Council officers. The fiscal year 2012 audit presentation was also reviewed.

**APPROVAL OF HEARING RECORD AND MINUTES**

The Recording Secretary presented the Hearing Record and Minutes from the September 13, 2012, Public Hearing and Board meeting for approval. Motion was made by Mrs. Meents and seconded by Mr. Hove 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. Widholm and seconded by Mr. Martin to approve the October 9, 2012, Consent Agenda Action Items 1 through 4 as follows:

**\* APPROVAL OF 1D PROGRAM PARTICIPANT**

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

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

The administration recommended the Board approve reimbursement payment to the one (1) employee in compliance with the Board's Tuition/Course Reimbursement Policy.

**\* APPROVAL OF REQUEST TO BID**

The administration recommended the Board approve soliciting bids for a dump truck with a snow plow equipment package.

**\* APPROVAL TO ACCEPT GRANT AWARDS**

The administration recommended the Board accept the five (5) grant awards as presented.

On roll call, the vote was:

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

NAYS: None

Motion Carried

**APPROVAL OF BID AWARD FOR THE NORTH EXTENSION CENTER**

The administration recommended the Board take the following action:

- A. Approve awarding the bid for the North Extension Center to Heritage Development Corporation of Kankakee, Illinois for \$4,710,000 plus a contingency up to \$376,800, alternates up to \$29,000 and utility provider charges up to \$70,000, totaling \$5,185,800;
- B. Approve the proposal from Demonica Kemper Architects for contract administration in the amount of \$139,500; and,
- C. Approve a transfer in the amount of \$2.8 million from the Education Fund to the Operations & Maintenance Restricted Fund for expenses associated with the NEC.

Motion was made by Mr. Hoekstra and seconded by Mr. Hove to approve the actions as presented.

On roll call, the vote was:

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

NAYS: None

Motion Carried

**FISCAL YEAR 2012 FINANCIAL AUDIT**

Audit item presented for action by the Board. Motion was made by Mr. Frey and seconded by Mrs. Meents to accept the Fiscal Year 2012 Financial Audit as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

**APPROVAL OF 2013 BOARD MEETING SCHEDULE**

The administration recommended the Board approve the 2013 Public Meeting Schedule as presented. Motion was made by Mr. Martin and seconded by Mr. Frey to approve the 2013 Public Meeting Schedule as presented. On voice vote, the motion was unanimously approved.

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

The administration recommended adoption of a resolution expressing Board of Trustees' intent to include in the Fall 2012 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 7.83 cents per certification by the Illinois Community College Board on September 21, 2012, 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. Widholm to approve the Supplemental Tax Provision of the Public Community College Act as presented. On roll call, the vote was:

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

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

The administration recommended the Board approve the Protection, Health and Safety Project and approve the submission of the project application to the Illinois Community College Board. Motion was made by Mr. Widholm and seconded by Mrs. Meents to approve the Protection, Health and Safety Project in the amount of \$420,585, and the submission of the associated project application as presented. On roll call, the vote was:

AYES: Frey, 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 O'Connor 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 August 31, 2012, and the Investment and Financial Summary report for September 30, 2012. Motion was made by Mr. Frey and seconded by Mr. Hove 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 \$2,452,219.86, twelve (12) purchase order requisitions over \$5,000, and two (2) special bills totaling \$20,155.00 were presented for Board review. Motion was made by Mrs. Meents and seconded by Mr. Martin to approve the bill summary and payments as presented. On roll call, the vote was:

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

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

NAYS: None

Motion Carried

The Board went into closed session at 5:55 p.m. The Board returned at 6:15 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 & REAL PROPERTY**

The Board reviewed matters of personnel and real property presented in closed session. By consent, motion was made by Mr. Widholm and seconded by Mr. Martin 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 Matters
- (3) Approval of Payment to Instructor, Credit Division, for Fall Semester, 2012
- (4) Approval of Employment Matters

and to authorize President Avendano to sign a contract for purchase of real property housing the building known as Kankakee Container for the sum of \$1,250,000 subject to ninety (90) days due diligence and to seek the right of first refusal for the adjacent real property as discussed.

On roll call, the vote was:

AYES: Frey, 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 6:16 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:

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Chairman

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Secretary