

KANKAKEE COMMUNITY COLLEGE
District 520

August 13, 2013

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, Chair
Mr. Jerald W. Hoekstra, Vice Chair
Mr. Brad Hove, Secretary
Mr. Richard Frey
Mr. Patrick Martin
Mrs. Betty Meents
Mr. Todd Widholm
Sydney Hartman, 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 the college nominees for the Illinois Community College Trustees Association awards – Professor Steve DePasquale, distinguished alumnus, Professor Kari Livesey, full-time faculty, and Alice Parker, part-time faculty and thanked Craig Keigher for his oversight of the nomination process. The Board also met and welcomed Dr. Frederick Cooper, Associate Dean for Math, Science and Engineering.

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the July 8, 2013, Board meeting for approval. Motion was made by Mr. Hoekstra and seconded by Mrs. Meents 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. Frey and seconded by Mr. Martin to approve the August 13, 2013, Consent Agenda Action Items 1 through 4 as follows:

*** 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 North Extension Center furnishings, Technology Education Center furnishings and solar site assessment classroom equipment.

*** APPROVAL TO ACCEPT FUNDS**

The administration recommended the Board accept the awards as presented.

*** APPROVAL OF 2014 BOARD MEETING SCHEDULE**

The administration recommended the Board approve the 2014 Public Meeting Schedule as presented.

On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF ACTIONS FOR RECOMMENDED FISCAL YEAR 2014 BUDGET

The administration recommended the Board receive the tentative budget for Fiscal Year 2014 and establish the public hearing to be held at 5:00 p.m., Monday, September 9, 2013, in the Board Room. Motion was made by Mr. Hove and seconded by Mr. Frey to approve the tentative budget for Fiscal Year 2014, for public display and inspection and schedule a public hearing to be held as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF MANUFACTURING TECHNOLOGY CERTIFICATES

The administration recommended the Board approve the eight additional Manufacturing Technology Certificates. Motion was made by Mr. Martin and seconded by Mr. Hoekstra to approve the certificates 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 TECHNOLOGY EDUCATION CENTER

The administration recommended the Board approve awarding the bid for the Technology Education Center to Heritage Development Corporation of Kankakee, Illinois, for \$3,584,429 plus a contingency up to \$358,443, asbestos removal in the amount of \$29,330 and utility provider charges up to \$50,000. Motion was made by Mr. Hoekstra and seconded by Mr. Frey to approve the bid award as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF DISPOSITION OF AUDIO TAPES FROM CLOSED SESSIONS

The administration recommended the Board approve the disposal of audio tapes from the December 10, 2007, through September 13, 2010, closed sessions in accordance with Section 5 ILCS 120/2.06 of the Illinois Public Community College Act. Motion was made by Mrs. Meents and seconded by Mr. Hove to approve the disposition 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 and Student Representative Hartman presented oral reports to the Board. Information Items were reviewed.

APPROVAL OF SHORT TERM INVESTMENTS

The administration presented short-term investments issued July 30, 2013. Motion was made by Mr. Frey and seconded by Mr. Widholm to approve the investment as presented. On roll call, the vote was:

AYES: Frey, 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 June 30, 2013, and the Investment and Financial Summary report for July 31, 2013. Motion was made by Mr. Martin 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 \$4,094,463.85, twenty-seven (27) purchase order requisitions over \$5,000, and two (2) special bills totaling \$4,052.00 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 and probable or pending litigation pursuant to Sections 2-c-1 and 2-c-11 of the Illinois Open Meetings Act. Motion was made by Mr. Hoekstra and seconded by Mr. Martin 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 5:50 p.m. The Board returned at 5:58 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 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 Matters
- (3) Approval of Adjunct Instructor List, Credit Division, for Summer Term, 2013
- (4) Approval of Full-Time Faculty Appointments, Summer Term, 2013
- (5) Approval of 11-month Faculty Appointments, Summer Term, 2013
- (6) Approval of Adjunct Instructor List, Credit Division, for Fall Semester, 2013
- (7) 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 6:00 p.m. was made by Mr. Widholm and seconded by Mr. Martin. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Secretary

Approved:

Chairman

Secretary