

KANKAKEE COMMUNITY COLLEGE
District 520

September 9, 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.

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the August 13, 2013, Board meeting for approval. Motion was made by Mr. Frey and seconded by Mr. Widholm 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. Hove and seconded by Mr. Hoekstra to approve the September 9, 2013, Consent Agenda Action Items 1 through 4 as follows:

*** APPROVAL OF 1D AND 1E 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 three (3) employees in compliance with the Board's Tuition/Course Reimbursement Policy.

*** APPROVAL OF REQUEST TO BID**

The administration recommended the Board approve soliciting bids for network equipment, smart classroom equipment and computers for North Extension Center and Technology Education Center.

*** APPROVAL TO ACCEPT FUNDS**

The administration recommended the Board accept the four (4) Workforce Board grant awards as presented.

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 North Extension Center furnishings to Henricksen & Company for \$137,522.04, the bid for Technology Education Center furnishings to Warehouse Direct Office Interiors for \$75,539.78, and for solar site assessment classroom equipment for Item 4 for \$5,764.00 from AltE as bid, for Item 1 for \$1,753.98 from Civic Solar as bid, and for Items 3 and 5-10 for \$21,651.00 from Solmetric as bid. Motion was made by Mr. Martin and seconded by Mr. Frey to approve awarding the bids as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

ADOPTION OF FISCAL YEAR 2014 BUDGET

The administration recommended the Board adopt the Fiscal Year 2014 Budget and Resolution as presented for the period July 1, 2013, through June 30, 2014. Motion was made by Mr. Hoekstra and seconded by Mr. Hove to adopt and approve the FY14 budget 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.

NO SHORT TERM INVESTMENTS

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the reconciled cash report for July 31, 2013, and the Investment and Financial Summary report for August 31, 2013. Motion was made by Mrs. Meents and seconded by Mr. Frey 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 \$3,967,118.15, twelve (12) purchase order requisitions over \$5,000, and two (2) special bills totaling \$3,249.00 were presented for Board review. Motion was made by Mr. Hove and seconded by Mr. Martin 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, public office, and probable or pending litigation pursuant to Sections 2-c-1, 2-c-2, 2-c-3, and 2-c-11 of the Illinois Open Meetings Act. Motion was made by Mr. Martin and seconded by Mr. Hoekstra 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 5:33 p.m. The Board returned at 5:55 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. Hove 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 Annual Load Summary for 11-month Instructor for Fall 2012-Summer 2013
- (4) Approval of Additions to the Adjunct Instructor List, Credit Division, for
Fall Semester, 2013
- (5) Approval of Tenure Awards
- (6) Approval of Position Description
- (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 5:56 p.m. was made by Mr. Frey and seconded by Mr. Widholm. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Secretary

Approved:

Chairman

Secretary