

KANKAKEE COMMUNITY COLLEGE
District 520

January 13, 2014

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. 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 December 3, 2013, Committee of the Whole meeting for approval. Motion was made by Mr. Martin and seconded by Mr. Widholm 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 MINUTES

The Recording Secretary presented the Minutes from the December 10, 2013, Board meeting for approval. Motion was made by Mr. Hove 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 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. Martin to approve the January 13, 2014, Consent Agenda Action Items 1 through 3 as follows:

*** APPROVAL OF 1A, 1D AND 1N PROGRAM PARTICIPANTS**

The administration recommended three (3) 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 the exterior campus lighting as presented.

On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF AIR CONDITIONING AND REFRIGERATION PROGRAM CHANGES

The administration recommended the Board approve the energy audit track to the existing Air Conditioning and Refrigeration (ACR) Associate in Applied Science degree, as well as six new courses, two new advanced certificates, and five additional certificates. Motion was made by Mr. Hoekstra and seconded by Mr. Hove to approve the program changes 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 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 November 30, 2013, and the Investment and Financial Summary report for December 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 \$3,945,556.79, seventeen (17) purchase order requisitions over \$5,000, and one special bill totaling \$1,942.00 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, collective negotiating, selection to fill a 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. Widholm and seconded by Mrs. Meents 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 5:22 p.m. The Board returned at 5:54 p.m. Motion was made by Mr. Martin 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. Widholm and seconded by Mr. Hoekstra to approve matters of personnel – Items 1-5 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 Payments, Credit Division, for Fall Semester, 2013
- (4) Approval of Adjunct Instructor List, Credit Division, for Spring Semester, 2014
- (5) Approval of Employment Matters

On roll call, the vote was:

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

NAYS: None

Motion Carried

ACCEPTANCE OF RESIGNATION

Chair Van Voorst presented his resignation from the Board of Trustees of Kankakee Community College effective immediately. Motion was made by Mr. Hove and seconded by Mrs. Meents to accept, with gratitude and thanks for the 34 years of service, 19 of them as the Board Chair, the resignation of Mr. Hugh E. VanVoorst. On voice vote, the motion was unanimously approved.

Vice-Chair Hoekstra then selected President Avendano to serve as Temporary Election Chair, and the Board addressed itself to reorganization.

BOARD REORGANIZATION - OFFICER SELECTION

Motion was made by Mrs. Meents and seconded by Mr. Widholm that Mr. Hoekstra be elected as Chair, Mr. Hove be elected as Vice Chair, and Mr. Martin be elected as Secretary of the Board. On voice vote, the motion was unanimously approved.

SELECTION TO FILL A PUBLIC OFFICE

After discussion, motion was made by Mr. Hove and seconded by Mr. Hoekstra to appoint William 'Bill' Orr to the Board of Trustees of Kankakee Community College effective January 13, 2014, to serve the unexpired term of the seat left by Mr. Hugh E. VanVoorst. On voice vote, the motion was unanimously approved.

ADJOURNMENT

There being no further business to come before the Board, motion to adjourn the Board Meeting at 5:55 p.m. was made by Mr. Hove and seconded by Mr. Martin. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Secretary

Approved:

Chair

Secretary