

KANKAKEE COMMUNITY COLLEGE
District 520

August 11, 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. Jerald W. Hoekstra, Chair
Mr. Bradley W. Hove, Vice Chair
Mr. Patrick Martin, Secretary
Mr. Richard Frey
Mrs. Betty Meents
Mr. William Orr
Mr. Todd Widholm
Shavez Rosenthal, Student Representative to the Board

Also attending:

Dr. John Avendano, President
Mr. Robert LaBeau, Legal Counsel
Administrative Staff

Public comment was made. There were no changes to the published agenda.

BOARD RECOGNITION

The Board recognized and thanked the Physical Plant Staff.

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the July 14, 2014, Board meeting for approval. Motion was made by Mr. Frey and seconded by Mr. Martin to approve the minutes as presented. On roll call, the vote was:

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

NAYS: None

ABSTAIN: Orr

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. Hove to approve the August 11, 2014, Consent Agenda Action Items 1 through 4 as follows:

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

The administration recommended four (4) participant additions to the programs.

*** APPROVAL OF ON-THE-JOB TRAINING (OJT) CONTRACT**

The administration recommended the Board approve the OJT Contract as presented.

*** APPROVAL TO ACCEPT FUNDS**

The administration recommended the Board accept the grant awards as presented.

*** 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.

On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF BOARD MEETING SCHEDULE (August)

The administration recommended the Board approve the 2015 Public Meeting Schedule as presented. Motion was made by Mr. Hove and seconded by Mr. Widholm to approve as presented.

On roll call, the vote was:

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

NAYS: None

Motion Carried

REQUEST TO APPROVE PROPOSAL AND REQUEST FOR BIDS

The administration recommended the Board approve the proposal for specifications and project administration, and approve the solicitation of bids for this roofing project. Motion was made by Mr. Martin and seconded by Mrs. Meents to approve the proposal and authorize a request for bids as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF NORTHEASTERN ILLINOIS AREA AGENCY ON AGING LEASE AGREEMENT

The administration recommended the Board approve an agreement with Northeastern Illinois Area Agency on Aging for the period October 1, 2014, through September 30, 2017, at rates of \$4,863.79 per month for the year ending September 30, 2015, \$4,985.38 per month for the year ending September 30, 2016, and \$5,110.01 per month for the year ending September 30, 2017. Motion was made by Mr. Frey and seconded by Mr. Orr to approve the lease agreement as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF ACTIONS FOR RECOMMENDED FISCAL YEAR 2015 BUDGET

The administration recommended the Board of Trustees receive the tentative budget for Fiscal Year 2015 and establish the public hearing to be held at 5:00 p.m., Monday, September 8, 2014 in the Board Room. Motion was made by Mr. Widholm and seconded by Mr. Hove to approve the tentative budget for Fiscal Year 2015, and schedule a public hearing to be held as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

President Avendano provided his oral report to the Board, and ICCTA Representative Frey and Student Representative Rosenthal 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 June 30, 2014, and the Investment and Financial Summary report for July 31, 2014. Motion was made by Mr. Martin 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 \$3,742,978.76, nineteen (19) purchase order requisitions over \$5,000, and one (1) special bill totaling \$3,774.00 were presented for Board review. Motion was made by Mr. Frey and seconded by Mr. Widholm to approve the bill summary and payments as presented. On roll call, the vote was:

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

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

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

NAYS: None

Motion Carried

The Board went into closed session at 5:55 p.m. The Board returned at 6:34 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

The Board reviewed matters of personnel presented in closed session. By consent, motion was made by Mr. Widholm and seconded by Mr. Frey 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
- (3) Approval of Position Description
- (4) Approval of Employment Matters

On roll call, the vote was:

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

NAYS: None

Motion Carried

ADJOURNMENT

There being no further business to come before the Board, motion to adjourn the Board Meeting at 6:35 p.m. was made by Mrs. Meents and seconded by Mr. Orr. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Rose Devine Mitchell, Recording Secretary

Approved:

Chair

Secretary