

KANKAKEE COMMUNITY COLLEGE  
District 520

September 8, 2014

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The Public Hearing for the Budget and Appropriations Ordinance of the Board of Trustees of Kankakee Community College, District 520, was opened at 5:00 p.m. in the Board Room on campus. Those in attendance were:

Mr. Jerald W. Hoekstra, Chairman  
Mr. Bradley W. Hove, Vice Chair  
Mr. Richard Frey  
Mrs. Betty Meents  
Mr. Todd Widholm  
Shavez Rosenthal, Student Representative to the Board

Also attending:

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

Roll call taken.

There was no public comment or further Board discussion.

Chairman Hoekstra closed the hearing at 5:02 p.m.

Respectfully submitted,

Judy Downey, Recording Secretary

Approved:

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Chair

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Secretary

KANKAKEE COMMUNITY COLLEGE  
District 520

September 8, 2014

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A meeting of the Board of Trustees of Kankakee Community College, District 520, was called to order at 5:02 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. Richard Frey  
Mrs. Betty Meents  
Mr. Todd Widholm  
Shavez Rosenthal, Student Representative to the Board

Also attending:

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

**There was no public comment. A change was made to the published agenda. The Board of Trustees did not convene to close session after public comments/introduction of guests.**

**APPOINT A SECRETARY PRO TEM**

In the absence of Mr. Martin at the said meeting, a Secretary Pro Tem is needed. Motion was made by Mr. Widholm and seconded by Mr. Hove to name Mr. Frey as Secretary Pro Tem for the September 8, 2014, Board of Trustees meeting. On roll call, the vote was:

AYES: Frey, Hove, Meents, Widholm, Hoekstra  
NAYS: None  
ABSTAIN: None  
Motion Carried

**BOARD RECOGNITION**

The Board recognized and thanked ICCTA Award Nominees and the Radiography Program.

**APPROVAL OF MINUTES**

The Recording Secretary presented the Minutes from the August 11, 2014, Board meeting for approval. Motion was made by Mr. Widholm and seconded by Mr. Frey to approve the minutes as presented. On roll call, the vote was:

AYES: Frey, Hove, Meents, Widholm, Hoekstra  
NAYS: None  
ABSTAIN: 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. Hove to approve the September 8, 2014, Consent Agenda Action Items 1 through 2 as follows:

**\* APPROVAL OF 1A AND 1D 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 one (1) employee in compliance with the Board's Tuition/Course Reimbursement Policy.

On roll call, the vote was:

AYES: Frey, Hove, Meents, Widholm, Hoekstra

NAYS: None

Motion Carried

**ADOPTION OF FISCAL YEAR 2015 BUDGET**

The administration recommended the Board adopt the Fiscal Year 2015 Budget and Resolution as presented for the period July 1, 2014, through June 30, 2015. Motion was made by Mr. Hove and seconded by Mr. Widholm to adopt and approve the FY15 budget as presented. On roll call, the vote was:

AYES: Frey, Hove, Meents, Widholm, Hoekstra

NAYS: None

Motion Carried

**APPROVAL OF REQUEST FOR BIDS**

The administration recommended the Board approve the solicitation of bids for exterior call stations and replacement of the north half of the gym roof. Motion was made by Mr. Frey and seconded by Mr. Hove to authorize a request for bids as presented. On roll call, the vote was:

AYES: Frey, Hove, Meents, Widholm, Hoekstra

NAYS: None

Motion Carried

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

The administration recommended the Board approve the modification to the OJT contract as presented. Motion was made by Mr. Widholm and seconded by Mrs. Meents to approve the modification to the OJT contract as presented. On roll call, the vote was:

AYES: Frey, Hove, Meents, Widholm, Hoekstra

NAYS: None

Motion Carried

**APPROVAL OF LAND SWAP WITH THE KANKAKEE VALLEY PARK DISTRICT**

The administration recommended Board approval for a land exchange of approximately 1.92 acres

with the Kankakee Valley Park District. Motion was made by Mr. Widholm and seconded by Mr. Frey to approve a land exchange with the Kankakee Valley Park District as presented. On roll call, the vote was:

AYES: Frey, Hove, Meents, Widholm, Hoekstra  
NAYS: None  
Motion Carried

**APPROVAL TO PROCEED WITH ARCHITECTURAL SERVICES FOR THE ADVANCED TECHNOLOGY EDUCATION CENTER**

The administration recommended the Board approve the proposal for \$39,000 from BLDD Architects, Inc. to provide services for the Construction Document Phase for the Advanced Technology Education Center, and for an allowance up to \$7,500 for design changes requested by the building users and approved by the administration. Motion was made by Mr. Frey and seconded by Mr. Hove to approve the proposal as presented. On roll call, the vote was:

AYES: Frey, Hove, Meents, Widholm, Hoekstra  
NAYS: None  
Motion Carried

**APPROVAL OF REVISED BOARD MEETING SCHEDULE**

The administration recommended the Board approve the revised 2015 Public Meeting Schedule as presented. Motion was made by Mr. Widholm and seconded by Mr. Hove to approve as presented. On roll call, the vote was:

AYES: Frey, Hove, Meents, 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.

**APPROVAL OF SHORT TERM INVESTMENTS**

The administration presented short-term investments issued August 22, 2014. Motion was made by Mr. Frey and seconded by Mr. Widholm to approve the investments as presented. On roll call, the vote was:

AYES: Frey, Hove, Meents, Widholm, Hoekstra  
NAYS: None  
Motion Carried

**APPROVAL OF FINANCIAL REPORTS (subject to audit)**

The administration presented the reconciled cash report for July 31, 2014, and the Investment and Financial Summary report for August 31, 2014. Motion was made by Mr. Hove and seconded by Mr. Widholm 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 \$3,043,736.35, twelve (12) purchase order requisitions over \$5,000, and one (1) special bill totaling \$331.00 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: Frey, Hove, Meents, 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 Mr. Frey and seconded by Mr. Widholm to convene to closed session. On roll call, the vote was:

AYES: Frey, Hove, Meents, Widholm, Hoekstra

NAYS: None

Motion Carried

The Board went into closed session at 5:50 p.m. The Board returned at 6:00 p.m. Motion was made by Mr. Frey and seconded by Mr. Widholm 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 1-9 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 Annual Load Summary for 11-month Instructor for Fall 2013-Summer 2014
- (4) Approval of Adjunct Instructor List, Credit Division, for Fall Semester, 2014
- (5) Approval of 11-month Faculty Appointments, Summer 2014
- (6) Approval of Full-Time Faculty Appointments, Summer 2014
- (7) Approval of Full-Time Credit Division Administrator Overload, Summer 2014
- (8) Approval of Employment Matters
- (9) Approval of Appointment of Legal Counsel

On roll call, the vote was:

AYES: Frey, Hove, Meents, Widholm, Hoekstra

NAYS: None

Motion Carried

### **ADJOURNMENT**

There being no further business to come before the Board, motion to adjourn the Board Meeting at 6:02 p.m. was made by Mr. Widholm and seconded by Mr. Frey. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Judy Downey, Recording Secretary

Approved:

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Chair

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Secretary