

KANKAKEE COMMUNITY COLLEGE
District 520

December 8, 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. Brad Hove, Vice Chair
Mr. Patrick Martin, Secretary
Mr. Richard Frey
Mrs. Betty Meents
Mr. Bill Orr
Mr. Todd Widholm
Shavez Rosenthal, Representative to the Board

Also attending:

Dr. John Avendano, President
Ms. Claire Chaplinski, 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 November 10, 2014 Board meeting for approval. Motion was made by Mr. Martin and seconded by Mrs. Meents to approve the minutes as presented. On roll call, the vote was:

AYES: Hove, Martin, Meents, Widholm, Hoekstra
NAYS: None
ABSTAIN: Frey, 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 December 8, 2014 Consent Agenda Action Items 1 through 4 as follows:

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

The administration recommended the Board approve six (6) participant additions to the 1A program and three (3) participant additions to the 1D program as presented.

*** APPROVAL OF TUITION/COURSE REIMBURSEMENTS**

The administration recommended the Board approve the reimbursement payments as presented.

*** APPROVAL OF PERMIT APPLICATIONS**

The administration recommended the Board approve the permit applications to serve and use alcoholic beverages at various activities when presented.

*** APPROVAL OF REQUEST FOR BIDS**

The administration recommended the Board approve the solicitation of bids for replacement of switches.

On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF CONTRACT AWARD(S) AND AUTHORIZATION TO PURCHASE

The administration recommended the Board approve awarding the bids and authorizing the replacement of servers to SWC Technology Partners for \$38,396, and for the replacement of carpet to Carpet Weavers for \$45,370. Motion was made by Mr. Martin and seconded by Mr. Frey to approve awarding the bids and authorizing the purchases as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

ADOPTION OF REVISION TO PERSONNEL POLICY

The administration recommended the Board approve the revision of Personnel Policy 7.7 Dental, Optical, and Auditory Reimbursement Program. Motion was made by Mr. Frey and seconded by Mr. Widholm to approve the revision to personnel policy as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

ADOPTION OF THE TAX LEVY

The administration recommended the Board adopt the tax levy as presented on the Certificate of Tax Levy. Motion was made by Mr. Hove and seconded by Mr. Frey to adopt the tax levy 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 Student Representative Rosenthal presented his oral report to the Board.

NO SHORT TERM INVESTMENTS

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the reconciled cash report for October 31, 2014, and the Investment and Financial Summary report for November 30, 2014. Motion was made by Mr. Hove and seconded by Mrs. Meents 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 \$4,698,925.70, eighteen (18) purchase order requisitions over \$5,000, and one (1) special bill totaling \$676 were presented for Board review. Motion was made by Mr. Martin and seconded by Mr. Frey 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, probable or pending litigation, real property, and selection to fill a public office pursuant to Sections 2-c-1, 2-c-11, 2-c-5 and 2-c-3 of the Illinois Open Meetings Act. Motion was made by Mr. Widholm and seconded by Mr. Orr 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 5:34 p.m. The Board returned at 6:15 p.m. Motion was made by Mr. Hove 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. Martin 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 Employment Matters
- (3) Approval for Student Employment Matters
- (4) Approval of Salary Ranges for Supportive Staff and Administrators

On roll call, the vote was:

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

NAYS: None

Motion Carried

ACCEPTANCE OF RESIGNATION

Betty Meents presented her resignation from the Board of Trustees of Kankakee Community College effective January 12, 2015. Motion was made by Mr. Widholm and seconded by Mr. Martin to accept, with gratitude and thanks for the 39 years of service, the resignation of Betty Meents. 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 6:21 p.m. was made by Mr. Widholm and seconded by Mr. Hove. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Karen Slager, Recording Secretary

Approved:

Chairman

Secretary