

KANKAKEE COMMUNITY COLLEGE  
District 520

March 9, 2015

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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  
Mrs. Cathy Boicken  
Mr. Brad Hove, Vice Chair  
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 were no public comments or changes to the published agenda.**

**APPOINT A SECRETARY PRO TEM**

In the absence of Trustee and Board Secretary Mr. Martin at said meeting, a Secretary Pro Tem was needed. Motion was made by Mr. Widholm and seconded by Mrs. Boicken to name Brad Hove as Secretary Pro Tem for the March 9, 2015 Board of Trustees meeting. On voice vote, the motion was unanimously approved.

**BOARD RECOGNITION**

The Board thanked key members of the SQL Migration Team for their tireless efforts in guiding the Enterprise Data System conversion. The team was acknowledged, and appreciation was shown, for the extra hours they worked over the course of the 18 month transition and migration.

**APPROVAL OF MINUTES**

The Recording Secretary presented the Minutes from the February 9, 2015 Board meeting for approval. Motion was made by Mr. Widholm and seconded by Mr. Hove to approve the minutes as presented. On roll call, the vote was:

AYES: Hove, Orr, Widholm, Hoekstra

NAYS: None

ABSTAIN: Boicken

Motion Carried

**APPROVAL OF CONSENT AGENDA ITEMS (\* indicates Consent Agenda Items)**

The consent agenda items were presented for approval. Item 2 was removed from the consent agenda. By consent, motion was made by Mr. Hove and seconded by Mr. Orr to approve the March 9, 2015 Consent Agenda Action Items 1, 3 and 4 as follows:

**\* APPROVAL OF 1A AND TAA PROGRAM PARTICIPANTS**

The administration recommended the Board approve the participant additions to the 1A and TAA programs as presented.

**\* APPROVAL OF TUITION/COURSE REIMBURSEMENTS**

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

**\*APPROVAL TO ACCEPT GRANT AWARDS**

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

On roll call, the vote was:

AYES: Hove, Orr, Widholm, Hoekstra

NAYS: None

ABSTAIN: Boicken

Motion Carried

**APPROVAL OF REQUEST FOR BIDS**

The administration recommended the Board approve the solicitation of bids for Storage Area Network (SAN) and the building shell for the L building. Mike O'Connor explained the need for the Storage Area Network, and Rich Soderquist detailed the work needed on the L building shell. Motion was made by Mrs. Boicken and seconded by Mr. Widholm to approve the solicitation of bids as presented. On roll call, the vote was:

AYES: Hove, Boicken, Orr, Widholm, Hoekstra

NAYS: None

Motion Carried

**APPROVAL OF REQUEST TO PURCHASE COMPUTERS FROM DELL DIRECT**

The administration recommended the Board approve the purchase of computers from Dell Direct in an amount not to exceed \$295,000. Mike O'Connor reported that 249 desktops and 40 laptops will be replaced as part of a five year rotation. Motion was made by Mrs. Boicken and seconded by Mr. Orr to approve the purchase as presented. On roll call, the vote was:

AYES: Hove, Boicken, Orr, Widholm, Hoekstra

NAYS: None

Motion Carried

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

The administration recommended the Board approve the following modification to the OJT contract: To change the allowable reimbursement, after the initial training period, to be calculated based on miles driven and/or local city work hourly wage/reimbursement of \$15-\$16/\$7.50-\$8.00. To add one (1) new participant. The initial training period reimbursement remains unchanged. Total contract amount increased by \$18,723. Training hours, not including initial training period, increased to 2,725. Motion was made by Mr. Hove and seconded by Mr. Mr. Widholm to approve the modification as presented. On roll call, the vote was:

AYES: Hove, Boicken, Orr, Widholm, Hoekstra

NAYS: None  
Motion Carried

**APPROVAL OF CONTRACT AWARD(S) AND AUTHORIZATION TO PURCHASE**

The administration recommended the Board approve awarding the bid and authorizing the replacement of telephones for the sum of \$35,156. Mike O'Connor reported that 140 phones with panic button capability will be purchased as a safety measure. Motion was made by Mr. Orr and seconded by Mrs. Boicken to approve the bid award and purchase as presented. On roll call, the vote was:

AYES: Hove, Boicken, Orr, Widholm, Hoekstra  
NAYS: None  
Motion Carried

Information items were reviewed. President Avendano provided his oral report to the Board. Student Representative Rosenthal presented his oral report to the Board.

**APPROVAL OF SHORT TERM INVESTMENTS**

The administration presented a short term investment issued February 9, 2015. Motion was made by Mr. Hove and seconded by Mr. Widholm to approve the investment as presented. On roll call, the vote was:

AYES: Hove, Boicken, Orr, Widholm, Hoekstra  
NAYS: None  
Motion Carried

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

The administration presented the reconciled cash report for January 31, 2015, and the Investment and Financial Summary report for February 28, 2015. Motion was made by Mrs. Boicken and seconded by Mr. Orr to accept the Reconciled Cash Report and Investment and Financial Summary Report subject to audit. On roll call, the vote was:

AYES: Hove, Boicken, Orr, Widholm, Hoekstra  
NAYS: None  
Motion Carried

**APPROVAL OF BILL SUMMARY AND PAYMENTS**

Bills totaling \$2,635,744.50, thirteen (13) purchase order requisitions over \$5,000, and one (1) special bill totaling \$30,211.00 were presented for Board review. Motion was made by Mr. Hove and seconded by Mr. Orr to approve the bill summary and payments as presented. On roll call, the vote was:

AYES: Hove, Boicken, 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. Boicken and seconded by Mr. Widholm to convene to closed session. On roll call, the vote was:

AYES: Hove, Boicken, Orr, Widholm, Hoekstra  
NAYS: None  
Motion Carried

The Board went into closed session at 5:54 p.m. The Board returned at 6:13 p.m. Motion was made by Mrs. Boicken and seconded by Mr. Orr 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 1-5 as presented and recommended by the administration as enumerated below:

- (1) Approval of Employment Matters
- (2) Approval of Continuing Education and Career Services Contracts
- (3) Approval of Revisions to the Full-Time Credit Division Overload Summary for Spring 2015
- (4) Approval of Student Employment Matters
- (5) Approval for Payroll and Payment Authorization for Youth Participants in KCC's Youth Program Services

On roll call, the vote was:

AYES: Hove, Boicken, 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 6:18 p.m. was made by Mr. Widholm and seconded by Mr. Orr. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Karen Slager, Recording Secretary

Approved:

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Chairman

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Secretary