

KANKAKEE COMMUNITY COLLEGE
District 520

June 8, 2015

A meeting of the Board of Trustees of Kankakee Community College, District 520, was called to order at 5:00 p.m. in the Iroquois Room on campus. Those physically in attendance were:

Mr. Jerald W. Hoekstra, Chair
Mr. Brad Hove, Vice Chair
Mr. Patrick Martin, Secretary
Mrs. Cathy Boicken
Mr. Richard Frey
Mr. Todd Widholm
Alphania Ambrose, Representative to the Board

Also attending:

Dr. John Avendano, President
Mr. Bob LeBeau, Legal Counsel
Administrative Staff

There were no public comments. There was a change in the Public Sector Energy Efficiency grant period date on page A9. The correct dates were July 1, 2014 through May 31, 2015.

BOARD RECOGNITION

The Board recognized and listened to a presentation by the Phi Theta Kappa representatives and students. Dr. Avendano presented All-USA Community College Academic Team certificates to Phi Theta Kappa members Nicole Avendano and Shavez Rosenthal. The Board also recognized and listened to a presentation by the Alpha Delta Nu faculty and students. The Board recognized and congratulated the KCC women's softball team and coaches on their NJCAA Division II Championship.

APPROVAL OF A RESOLUTION HONORING 2014-2015 WOMEN'S SOFTBALL TEAM ACHIEVEMENT

The administration recommended the Board approve the resolution honoring the 2014-2015 women's softball team. Dr. Avendano read the resolution and presented it to Coach Dennis Clark. Motion was made by Mr. Frey and seconded by Mr. Hove to approve the resolution as presented.
On roll call, the vote was:

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

NAYS: None

Motion Carried

BOARD EDUCATION

The Board thanked President Avendano for his presentation on Kankakee Community College's mission, vision, core values, and story-telling.

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the May 11, 2015 Board meeting for approval. Motion was made by Mr. Martin and seconded by Mr. Frey to approve the minutes as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

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

The consent agenda items were presented for approval. Renovation request was for two women's bathrooms to bring them up-to-date and to make them handicap-accessible. The first draft of the budget will be brought before the Board in August and will be on display for 30 days. By consent, motion was made by Mr. Frey and seconded by Mr. Widholm to approve the June 7, 2015 Consent Agenda Action Items 2-7 as follows:

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

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

*** APPROVAL OF TUITION/COURSE REIMBURSEMENT**

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

***APPROVAL OF REQUEST FOR BIDS**

The administration recommended the Board approve the solicitation of bids for restroom renovations.

***APPROVAL TO ACCEPT GRANT AWARDS**

The administration recommended the Board accept the High Performance Green Building grant in the amount of \$150,000 and the Public Sector Energy Efficiency grant in the amount of \$28,884.

***UPDATE ON BUDGET PREPARATION AND REQUEST TO OPERATE WITHIN BUDGET DRAFT**

The administration recommended the Board authorize continued college operations by allowing those expenditures required for normal operations which include salaries, approved contracts, utilities, maintenance and supplies for the period July 1, 2015 through budget adoption.

***APPROVAL OF PREVAILING WAGE ORDINANCE**

The administration recommended the Board approve the ordinance as presented effective June 30, 2015 so that a certified copy can be forwarded to the Illinois Secretary of State Index Division and the Illinois Department of Labor, notice of said ordinance may be published in a newspaper of general circulation within the college district, and direct the administration to make available in the college business office the Prevailing Wage Rate Schedules as defined by the Department of Labor.

On roll call, the vote was:

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

NAYS: None

Motion Carried

RENEWAL OF PROPERTY INSURANCE COVERAGE

The administration recommended permission to bind insurance policies with Mesirow Financial through George Ryan, Jr. as indicated effective 7.1.15, and to secure workers' compensation insurance through the same group upon the expiration of the policy in December 2015. Mrs. Vicki Gardner reported that insurance renewal takes place every five years, and the process includes pre-qualification, bid and evaluation. Motion was made by Mr. Widholm and seconded by Mr. Frey to renew the property insurance coverage as described. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF CONTRACT AWARD(S) AND AUTHORIZATION TO PURCHASE

The administration recommended the Board approve awarding the bid for virtual desktop infrastructure to Tiger Direct in the amount of \$41,558.56. Motion was made by Mrs. Boicken and seconded by Mr. Martin to award the bid and authorize the purchase as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF ADOPTION OF PERSONNEL POLICY ADDENDUM AND REVISIONS

The administration recommended the Board approve the policy revisions to Personnel Policy 4.4 Classification of Employees, 8.4 Health Emergency Leave Program (H.E.L.P.) and the addendum to 9.30 Red Flags Policy with an effective date of July 1, 2015. Motion was made by Mr. Widholm and seconded by Mrs. Boicken to approve the personnel revisions and addendum as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

President Avendano provided his oral report to the Board. ICCTA Representative Frey and Student Representative Ambrose presented their oral reports to the Board.

THERE WERE NO SHORT TERM INVESTMENTS.

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the reconciled cash report for April 30, 2015, and the Investment and Financial Summary report for May 31, 2015. Motion was made by Mr. Frey and seconded by Mr.

Hove 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 \$3,507,131.07, forty-seven (47) purchase order requisitions over \$5,000, and one (1) special bill totaling \$235.00 were presented for Board review. Motion was made by Mr. Martin and seconded by Mr. Widholm to approve the bill summary and payments as presented. On roll call, the vote was:

AYES: Boicken, Frey, Hove, Martin, 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 Mrs. Boicken to convene to closed session. On roll call, the vote was:

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

NAYS: None

Motion Carried

The Board went into closed session at 6:32 p.m. The Board returned at 6:58 p.m. Motion was made by Mrs. Boicken and seconded by Mr. Martin 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 1-9 as presented and recommended by the administration as enumerated below:

- (1) Approval of Employment Matters
- (2) Approval of Student Employment Matters
- (3) Approval of Adjunct Instructor List, Credit Division, for Summer Term 2015
- (4) Approval of Continuing Education and Career Services Contracts
- (5) Approval of Contract Recommendations for Fiscal Year 2016
- (6) Approval of Salary Program for Fiscal Year 2016
- (7) Approval for Payroll and Payment Authorization for Youth Participants in KCC's Youth Program Services
- (8) Approval for Payroll and Payment Authorization to Youth Participants in WIA Youth Program in Kankakee County
- (9) Approval for Payroll and Payment Authorization to Dislocated Worker Participants in WIA Work Experience Programs in Kankakee County

On roll call, the vote was:

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

NAYS: None

Motion Carried

ADJOURNMENT

There being no further business to come before the Board, motion to adjourn the Board Meeting at 7:00 p.m. was made by Mrs. Boicken and seconded by Mr. Widholm. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Karen Slager, Recording Secretary

Approved:

Chairman

Secretary