

KANKAKEE COMMUNITY COLLEGE  
District 520

August 10, 2015

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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. Brad Hove, Vice Chair  
Mr. Patrick Martin, Secretary  
Mrs. Cathy Boicken  
Mr. Richard Frey  
Mr. Todd Widholm

Also attending:

Dr. John Avendano, President  
Ms. Claire Chaplinski, Legal Counsel  
Administrative Staff

**There were no public comments or changes to the published agenda.**

**BOARD EDUCATION**

The Board thanked Vice President Vicki Gardner for her presentation on the KCC budget process.

**APPROVAL OF MINUTES**

The Recording Secretary presented the Minutes from the July 13, 2015 Board meeting for approval. Motion was made by Mr. Widholm and seconded by Mr. Martin 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 ITEM (\* indicates Consent Agenda Item)**

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 10, 2015 Consent Agenda Action Item 1 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.

On roll call, the vote was:

AYES: Boicken, Frey, Hove, Martin, Widholm, Hoekstra  
NAYS: None  
Motion Carried

### **APPROVAL OF ACTIONS FOR RECOMMENDED FISCAL YEAR 2016 BUDGET**

The administration recommended the Board receive the tentative budget for fiscal year 2016 and establish the public hearing to be held at 5:00 p.m., Monday, September 14, 2015 in the Board Room. The budget will be on display in the Harold & Jean Miner Memorial Library and the college's business office. Motion was made by Mr. Hove and seconded by Mr. Martin to receive the tentative Fiscal Year 2016 budget for public display as presented and to establish the public hearing as described. On roll call, the vote was:

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

NAYS: None

Motion Carried

### **APPROVAL OF BOARD MEETING SCHEDULE**

The administration recommended the Board approve the 2016 Board of Trustee Meeting Schedule Notice. Motion was made by Mrs. Boicken and seconded by Mr. Frey to approve the 2016 Board of Trustee Meeting Schedule 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 which included updates on enrollment, the ATEC building, columns at the college's main entrance, and the state-of-the-state. In addition, he indicated there have been inquiries about the radio station, and the cost of the license is being appraised. President Avendano commended the Foundation on two recent publications and the Cavaliers Classic golf outing. He further commended Mr. Richard Condon for the beautiful hand-crafted mace that was presented to the college for its upcoming 50<sup>th</sup> anniversary. President Avendano also thanked Ken Crite for his work with Accelerate 2015 Business Expo, and Jennifer Huggins for her work with the Student Success Coach Program. He encouraged the Board to take the surveys sent to them following each month's campus tour.

ICCTA Representative Frey presented his oral report to the Board. He encouraged trustees to attend the ICCTA seminar and meetings in Springfield in September, as well as the celebration of the 50<sup>th</sup> Anniversary of the Signing of the Illinois Public Community College Act which will take place at Joliet Junior College on August 12.

The Kankakee Community College Foundation Update was reviewed. Attorney Chaplinski provided a list of Open Meetings Act rules and exceptions.

### **APPROVAL OF SHORT TERM INVESTMENTS**

The administration presented a short term investment issued July 30, 2015 in the amount of \$500,000. Motion was made by Mr. Martin and seconded by Mr. Frey to approve the investment as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

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

The administration presented the reconciled cash report for June 30, 2015, and the Investment and Financial Summary report for July 31, 2015. Motion was made by Mr. Hove and seconded by Mrs. Boicken to accept the Reconciled Cash Report and Investment and Financial Summary Report subject to audit. On roll call, the vote was:

AYES: Boicken, Frey, Hove, Martin, Widholm, Hoekstra  
NAYS: None  
Motion Carried

**APPROVAL OF BILL SUMMARY AND PAYMENTS**

Bills totaling \$3,687,495.70, twenty-three (23) purchase order requisitions over \$5,000, and one (1) special bill totaling \$4,200.00 were presented for Board review. Motion was made by Mr. Martin and seconded by Mr. Hove 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 Mrs. Boicken and seconded by Mr. Widholm 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 6:03 p.m. The Board returned at 6:16 p.m. Motion was made by Mrs. Boicken 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. Hove to approve matters of Personnel Items 1-3 as presented and recommended by the administration as enumerated below:

- (1) Approval of Employment Matters
- (2) Approval of Student Employment Matters
- (3) Approval for Payroll and Payment Authorization to Youth Participants in WIOA Youth Programs in Kankakee and Livingston Counties

On roll call, the vote was:

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

NAYS: None  
Motion Carried

The Board inquired as to the number of students who go through the CDL program; Dr. Boyd will provide the information. Currently, the college is looking at options for a new facility that meets the training requirements. In addition, the Board inquired as to the budget reserves that are in place currently and for next year. Mrs. Boicken commended faculty member Jennifer Huggins for initiating the Student Success Coach Program at KCC. In addition, Mrs. Boicken noted that the number of scholarships was up significantly from last year.

**ADJOURNMENT**

There being no further business to come before the Board, motion to adjourn the Board Meeting at 6:30 p.m. was made by Mr. Martin and seconded by Mr. Widholm. 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