

KANKAKEE COMMUNITY COLLEGE
District 520

December 14, 2015

A meeting of the Board of Trustees of Kankakee Community College, District 520, was called to order at 5:05 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. Bill Orr
Alphania Ambrose, Student 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.

BOARD RECOGNITION

Dr. Avendano introduced Dr. Frederick Cooper, Associate Dean of Math, Science & Engineering. Dr. Cooper was recently elected as Chair of the Arts and Science Transfer and Developmental Education Administrators Commission at the Illinois Council of Community College Administrators Conference. Dr. Cooper described his duties, and the Board congratulated and thanked him.

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the November 9 and November 17, 2015 Board meetings for approval. Motion was made by Mr. Martin and seconded by Mr. Orr to approve the minutes as presented. On roll call, the vote was:

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

NAYS:

Motion Carried

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

The consent agenda items were presented for approval. By consent, motion was made by Mr. Hove and seconded by Mr. Frey to approve the December 14, 2015 Consent Agenda Action Items 1-4 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 TO ACCEPT GRANT AWARDS**

The administration recommended the Board accept the Illinois Department of Transportation grant award for the Highway Construction Career Training Program as presented.

***APPROVAL OF PERMIT APPLICATIONS**

The administration recommended the Board approve the permit applications for the activities listed when presented.

***APPROVAL OF TUITION/COURSE REIMBURSEMENTS**

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

On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF ON-THE-JOB (OJT) CONTRACTS

The administration recommended the Board approve the OJT contract to Plochman, Inc. Motion was made by Mr. Martin and seconded by Mrs. Boicken to approve the OJT contract as presented.

On roll call, the vote was:

AYES: Boicken, Frey, Hove, Martin, Orr, 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. With the bond levy incorporated, the increase is about 7.32% higher than last year's total property taxes. A home in the KCC district valued at \$150,000 would have an additional tax due next year of approximately \$17. Motion was made by Mr. Martin and seconded by Mr. Orr to adopt the tax levy as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF RESOLUTION ADOPTION FOR ENTERPRISE ZONES

The administration prepared a resolution for Board consideration to support the enterprise zones as presented at last month's meeting by Mr. Mike Van Mill, Executive Director of the Economic Alliance. Motion was made by Mr. Frey and seconded by Mrs. Boicken to adopt the resolution authorizing certain tax abatements for property located within the enterprise zones as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

APPROVAL OF POLICE DEPARTMENT POLICY

The administration recommended the Board accept the first reading of a proposed Kankakee Community College Police Department (KCCPD) policy for the enforcement of fines for violations of misdemeanors on campus. Motion was made by Mr. Martin and seconded by Mr. Orr to accept the proposed KCCPD policy as presented, as a first reading in preparation for a second reading for approval. On roll call, the vote was:

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

APPROVAL FOR FINANCIAL ADVISOR AND BOND COUNSEL

The administration recommended the Board authorize the college to retain the firm of PMA Securities, Inc. as financial advisor and Chapman and Cutler as bond counsel to provide services in conjunction with Kankakee Community College bond issues. Motion was made by Mr. Hove and seconded by Mr. Orr to authorize the college to retain the firm of PMA Securities, Inc. as financial advisor and Chapman and Cutler as bond counsel for the purpose stated. On roll call, the vote was:

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

APPROVAL OF A RESOLUTION AUTHORIZING AND PROVIDING FOR AN INSTALLMENT PURCHASE AGREEMENT FOR THE PURPOSE OF PAYING THE COST OF PURCHASING REAL OR PERSONAL PROPERTY, OR BOTH, IN AND FOR THE DISTRICT, AND FOR THE ISSUE OF \$3,500,000 DEBT CERTIFICATES, SERIES 2015, OF SAID COMMUNITY COLLEGE DISTRICT EVIDENCING THE RIGHTS TO PAYMENT UNDER SAID AGREEMENT, PROVIDING FOR THE SECURITY FOR AND MEANS OF PAYMENT UNDER SAID AGREEMENT OF SAID CERTIFICATES, AND AUTHORIZING THE SALE OF SAID CERTIFICATES TO THE PURCHASER THEREOF

The administration recommended Board approval of the debt certificate resolution in the amount of \$3.5 million as described above. Motion was made by Mr. Martin and seconded by Mr. Frey to approve the debt certificate resolution as presented. On roll call, the vote was:

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

APPROVAL OF TREASURER'S BOND INCREASE

The administration recommended Board approval of an increase in the college treasurer's bond in the amount of \$3 million, resulting in total coverage of \$7.5 million. Motion was made by Mrs. Boicken and seconded by Mr. Hove to increase the college treasurer's bond as described. On roll call, the vote was:

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

President Avendano provided his oral report to the Board. He informed the Board that Kari Nugent, Director of Marketing & Public Relations, and her husband Joe had a baby boy, Leo David. Dr. Avendano provided copies to the Board of the Women's Giving Circle article in *Yes* magazine that included Trustee Boicken. Dr. Avendano reported on the recent check presentations by the IMA and Enbridge. He also attended a lunch with manufacturing representatives that was put on by the IMA. On December 17, he will meet with Dr. Beth Purvis, Secretary of Education, in Springfield. He reported that Senate Bill 2039 allowed federal funds (\$160K) for adult education and Perkins to be disbursed; no word yet on state funds. Dr. Avendano asked the Board members to look at the dates February 5 or February 12 for the Committee of the Whole Planning Retreat. He shared an update from the KCC Foundation and highlighted the recent Giving Tuesday. Lastly, Dr. Avendano thanked the Board for their service this past year and wished them a Merry Christmas!

ICCTA Representative Frey presented his oral report to the Board. He shared legal updates from the ICCTA and recommended a Board training session.

Student Representative Alphanita Ambrose presented her report to the Board. She reported that Phi Theta Kappa students gave an immunization presentation. Finals meltdown activities were held to help with stress during exams. FAFSA and scholarship workshops took place, and student ambassadors participated in a 5K Jingle Bell Run.

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the reconciled cash report for October 31, 2015, and the Investment and Financial Summary report for November 30, 2015. Motion was made by Mr. Hove and seconded by Mr. Frey 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 \$5,684,284.14, eleven (11) purchase order requisitions over \$5,000, and one (1) special bill totaling \$698.00 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: Boicken, Frey, Hove, Martin, Orr, Hoekstra

NAYS: None

Motion Carried

The Board was scheduled to go into closed session for the purpose of discussing matters of personnel, matters of business, and probable or pending litigation pursuant to Sections 2-c-1, 2-c-6 and 2-c-11 of the Illinois Open Meetings Act. Motion was made by Mr. Frey and seconded by Mr. Hove to convene to closed session. On roll call, the vote was:

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

NAYS: None

Motion Carried

The Board went into closed session at 5:54 p.m. The Board returned at 5:20 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 Mrs. Boicken and seconded by Mr. Hove to approve matters of Personnel Items 1-4 as presented and recommended by the administration as enumerated below:

- (1) Approval of Employment Matters
- (2) Approval of Student Employment Matters
- (3) Approval of Continuing Education and Career Services Contracts
- (4) Approval for Payroll and Payment Authorizations to Adult Participant
In WIOA Work Experience Program in Kankakee County

On roll call, the vote was:

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

NAYS: None

Motion Carried

ADJOURNMENT

There being no further business to come before the Board, motion to adjourn the Board Meeting at 6:22 p.m. was made by Mr. Frey and seconded by Mr. Orr. On voice vote, the motion was unanimously approved.

Respectfully submitted,

Karen Slager, Recording Secretary

Approved:

Chairman

Secretary