

KANKAKEE COMMUNITY COLLEGE
District 520

August 8, 2016

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
Mr. Bill Orr
Abby Fischer, Student Representative to the Board

Also attending:

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

There were no public comments. There was one change to the published agenda.

The Board welcomed Dr. Sheldon Walcher, Associate Dean of the Humanities and Social Sciences Division.

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the July 11, 2016 Board meeting for approval. Motion was made by Mr. Martin and seconded by Mr. Hove to approve the minutes as presented. On roll call, the vote was:

AYES: Hove, Martin, Orr, Hoekstra
ABSTAIN: Frey
NAYS: None
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. Orr to approve the August 8, 2016 Consent Agenda Action Items 1-3 as follows:

*** APPROVAL OF 1A, 1D and 1Y-OS PROGRAM PARTICIPANTS**

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

***APPROVAL TO ACCEPT GRANT AWARDS**

The administration recommended the Board approve the grant awards from the Workforce Board in the amount of \$255,000 for Young Adult Program-Kankakee County for the period 7.1.16-6.30.17, and \$73,850 for Youth Program Services-Livingston County for the period 7.1.16-6.30.17.

***APPROVAL OF LOCAL ELECTION OFFICIAL TO SERVE AS SECRETARY TO BOARD OF TRUSTEES FOR ACCEPTING ELECTION MATERIALS**

The administration recommended the Board authorize the Local Election Official to act in the name of the Secretary of the Board of Trustees for the purpose of accepting election materials on behalf of Kankakee Community College District #520.

On roll call, the vote was:

AYES: Frey, Hove, Martin, Orr, Hoekstra

NAYS: None

Motion Carried

APPROVAL OF BOARD MEETING SCHEDULE

The administration recommended the Board approve the 2017 Board of Trustee Meeting Schedule. Motion was made by Mr. Orr and seconded by Mr. Frey to approve the meeting schedule as presented. On roll call, the vote was:

AYES: Frey, Hove, Martin, Orr, Hoekstra

NAYS: None

Motion Carried.

ACCEPTANCE OF FIRST READING OF PURCHASING POLICY ADDITION

The administration recommended the Board review and accept the first reading of the proposed policy addition, which states that, pursuant to 30 ILCS 575, the college will set aspiration goals for the awarding of construction, professional service and state contracts to businesses owned by minorities, females and persons with disabilities. Motion was made by Mr. Frey and seconded by Mr. Martin to accept the proposed purchasing policy addition as a first reading in preparation for a second reading for approval. On roll call, the vote was:

AYES: Frey, Hove, Martin, Orr, Hoekstra

NAYS: None

Motion Carried

APPROVAL OF ACTIONS FOR RECOMMENDED FISCAL YEAR 2017 BUDGET

The administration recommended the Board of Trustees receive the tentative budget for fiscal year 2017 and establish the public hearing to be held at 5:00 p.m., Monday, September 12, 2016 in the Board Room. Motion was made by Mr. Martin and seconded by Mr. Hove to receive the tentative budget as presented and establish the public hearing as stated. On roll call, the vote was:

AYES: Frey, Hove, Martin, Orr, Hoekstra

NAYS: None

Motion Carried

APPROVAL OF ADDENDUM TO THE JOINT COOPERATIVE AGREEMENT BETWEEN PARKLAND COLLEGE AND KANKAKEE COMMUNITY COLLEGE

The administration recommended the Board approve the Addendum to the Joint Cooperative Agreement between Parkland and Kankakee Community for the purpose of adding the following programs: By Parkland College – Massage Therapy AAS and Massage Therapy Certificate; By Kankakee Community College – Medical Laboratory Assistant Courses (MEDT 1032 and MEDT 1043). Motion was made by Mr. Frey and seconded by Mr. Orr to approve the addendum as presented. On roll call, the vote was:

AYES: Frey, Hove, Martin, Orr, Hoekstra

NAYS: None

Motion Carried

INFORMATION

President Avendano provided his oral report to the Board. The ICCB will hold their annual retreat on campus on 8.10. Faculty in-service takes place 8.17-18, and classes begin 8.22. Talent Search has been refunded for another five years. Dr. Avendano thanked vice-presidents Boyd and Gardner for their work on the budget.

Trustee Frey gave his report to the Board. He reported on the work of the ICCTA Executive Committee which met on 8.5-6 in Springfield.

Student Trustee Fischer provided her report to the Board. Phi Theta Kappa received three awards at a recent conference in Wisconsin. Several organizations will be holding meetings in the upcoming weeks. She stated that her recycling project has been approved and is in the early stages of planning.

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the reconciled cash report for June 30, 2016, and the Investment and Financial Summary report for July 31, 2016. Motion was made by Mr. Martin 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: Frey, Hove, Martin, Orr, Hoekstra

NAYS: None

Motion Carried

APPROVAL OF BILL SUMMARY AND PAYMENTS

Bills totaling \$2,863,876.34 and twelve (12) purchase order requisitions over \$5,000 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, Orr, 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. Hove and seconded by Mr. Orr to convene to closed session. On roll call, the vote was:

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

The Board went into closed session at 5:45 p.m. The Board returned at 5:57 p.m. Motion was made by Mr. Hove 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. An updated Approval of Employment Matters was walked in. By consent, motion was made by Mr. Frey and seconded by Mr. Orr to approve matters of Personnel Items 1-4 as presented and recommended by the administration and 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 Youth Participants in WIOA Work Experience Programs in Livingston County

On roll call, the vote was:

AYES: 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 6:00 p.m. was made by Mr. Orr and seconded by Mr. Hove. On roll call, the vote was:

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

Respectfully submitted,

Karen Slager, Recording Secretary

Approved:

Chairman

Secretary