

KANKAKEE COMMUNITY COLLEGE  
District 520

October 11, 2016

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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  
Mr. Brad Hove, Vice Chair  
Mr. Patrick Martin, Secretary  
Mrs. Cathy Boicken  
Mr. Richard Frey  
Mr. Bill Orr  
Mr. Todd Widholm  
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 or changes to the published agenda.**

#### **BOARD RECOGNITION**

The Board welcomed Dr. Francesca Catalano, Associate Dean of the Math, Science & Engineering Division. The Board recognized and thanked the Veterans Association officers and advisors. Appreciation was shown for their service and for their commitment to the veterans at KCC and in the community.

#### **BOARD EDUCATION**

Dale Gerretse and Rebecca Schatz of Groskreutz, Abraham, Eshleman & Gerretse LLC gave an audit presentation as of June 30, 2016. The Board thanked them for their work, and Mr. Gerretse stated that the firm appreciated the opportunity to serve the college.

#### **APPROVAL OF MINUTES**

The Recording Secretary presented the Minutes from the September 12, 2016 Public Hearing. Motion was made by Mr. Frey and seconded by Mr. Hove to approve the minutes as presented. On roll call, the vote was:

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

#### **APPROVAL OF MINUTES**

The Recording Secretary presented the Minutes from the September 12, 2016 Board meeting for approval. Motion was made by Mrs. Boicken and seconded by Mr. Widholm to approve the minutes

as presented. On roll call, the vote was:

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

ABSTAIN: Orr

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. Frey and seconded by Mr. Martin to approve the October 11, 2016 Consent Agenda Action Items 1-3 as follows:

**\* APPROVAL OF 1A, 1D, 1Y-OS AND TAARA PROGRAM PARTICIPANTS**

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

**\*ACCEPTANCE OF TUITION/COURSE REIMBURSEMENT**

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

NAYS: None

Motion Carried

**APPROVAL OF RECOMMENDED 2017-18 ACADEMIC CALENDAR**

The administration recommended the Board approve the 2017-18 academic calendar, which provides 14 paid holidays for administrators and supportive staff and extra instructional days scheduled beyond the number required by state law. Motion was made by Mr. Widholm and seconded by Mr. Orr to approve the 2017-18 academic calendar as presented. On roll call the vote was:

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

NAYS: None

Motion Carried

**FISCAL YEAR 2016 FINANCIAL AUDIT**

The administration recommended the Board accept the fiscal year 2016 financial audit prepared by the independent auditing firm of Groskreutz, Abraham, Eshleman & Gerretse LLC. Motion was made by Mr. Frey and seconded by Mr. Martin to accept the fiscal year 2016 financial audit as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

### **APPROVAL OF SUPPLEMENTAL TAX PROVISION OF THE PUBLIC COMMUNITY COLLEGE ACT**

The administration recommended the Board adopt a resolution expressing the Board's intent to include in the Fall 2016 levy a supplemental tax as established in Section 3-14.3 of the Public Community College Act at a rate not to exceed the maximum allowable rate of 11.97 cents and further resolved that the Board direct the administration to publish the Board's intent and to meet the requirements of Section 3-14.3 of the Public Community College Act. Motion was made by Mr. Frey and seconded by Mr. Orr to approval the supplemental tax provision as described. On roll call, the vote was:

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

NAYS: None

Motion Carried

### **APPROVAL OF PROTECTION, HEALTH AND SAFETY PROJECT**

The administration recommended the Board approve utilizing PHS funds for repair work in various areas of the L building, as well as the Technical, Prairie and Athletic wings (\$206,900), repairs to parking lots and roadways (\$113,000) and the upgrade of two-way radios to digital frequency capabilities (\$40,000). Motion was made by Mr. Martin and seconded by Mrs. Boicken to approve the Protection, Health and Safety project in the amount of \$359,900. On roll call, the vote was:

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

NAYS: None

Motion Carried

### **INFORMATION**

President Avendano provided his oral report to the Board. He noted that KCC has been designated as a Military Friendly Institution for 2017 by Victory Media. Dr. Avendano informed the Board that a delegation from China will tour campus on 10.27 to learn more about our renewable energy program. He thanked the Board and the staff for a successful 50<sup>th</sup> anniversary kick-off and Celebration Week, and he mentioned that Scholarship Recognition Event will take place on 10.12. Dr. Avendano recently met with DCEO staff to encourage the release of funds for the ATEC building.

Trustee Frey gave his report to the Board. He will attend the ICCTA meeting on November 11-12 in Naperville.

Student Trustee Fischer provided her report to the Board. She and other Phi Theta Kappa officers attended a recent leadership conference in Crystal Lake, and she will attend a SAC leaders' conference in October. She promoted the following campus activities: Red Flag campaign, Soccer Pack the Place and the annual Halloween Spooktacular. Fifty-six pounds of caps have been collected to date for the Cavalier Cap Challenge.

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

The administration presented the reconciled cash report for August 31, 2016, and the Investment and Financial Summary report for September 30, 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 voice vote, the motion was unanimously approved.

**APPROVAL OF BILL SUMMARY AND PAYMENTS**

Bills totaling \$2,751,627.55, ten (10) purchase order requisitions over \$5,000, and one special bill in the amount of \$7,334.00 were presented for Board review. Motion was made by Mr. Frey 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, 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. Martin to convene to closed session. On roll call, the vote was:

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

NAYS: None

Motion Carried

The Board went into closed session at 5:46 p.m. The Board returned at 6:05 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 1-5 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 of Full-Time Faculty Tenure Award
- (5) Approval of Salary Increase for Fiscal Year 2017

On roll call, the vote was:

AYES: Boicken, Frey, Hove, Martin, 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 6:06 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:

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Chairman

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Secretary