



KANKAKEE COMMUNITY COLLEGE  
District 520

November 12, 2019

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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. Patrick Martin, Chair  
Mr. Brad Hove, Vice Chair  
Mr. Todd Widholm, Secretary  
Mrs. Catherine Boicken  
Mr. Richard Frey  
Mr. Jerald Hoekstra  
Mr. William Orr  
Ms. Daisy Solorzano, Student Representative to the Board

Also attending:

Dr. Michael Boyd, President  
Ms. Claire Chaplinski, Attorney  
Administrative Staff

**There was no public comment. There was no change to the published agenda.**

**BOARD PRESENTATION**

Mr. Dale Gerretse of Abraham, Eshleman & Gerretse LLC gave a FY19 audit presentation. The Board thanked Mr. Gerretse, who stated that the firm appreciated the opportunity to serve such a professional and well-organized college.

**APPROVAL OF MINUTES**

The Recording Secretary presented the Minutes from the October 15, 2019 Board meeting for approval. Motion was made by Mrs. Boicken and seconded by Mr. Frey to approve the minutes as presented. On roll call, the vote was:

AYES: Boicken, Frey, Hoekstra, Hove, Orr, Martin  
ABSTAIN: Widholm  
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 November 12, 2019 Consent Agenda Action Items 1-3 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 two tuition course reimbursements as presented.

**\*APPROVAL OF REQUEST FOR BIDS**

The administration recommended the Board approve the solicitation of bids for a fire alarm system at an estimated cost of \$200,000 and for exterior masonry repairs and window replacement at an estimated cost of \$430,000.

On roll call, the vote was:

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

NAYS: None

Motion Carried

**APPROVAL OF CONTRACT AWARD**

The administration recommended the Board approve the contract award for an ambulance simulator to DiaMedical USA in the amount of \$35,810.00. The Board suggested the college sell its current ambulance and/or its diesel engine. Motion was made by Mr. Hoekstra and seconded by Mrs. Boicken to approve awarding the bid as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

**FISCAL YEAR 2019 FINANCIAL AUDIT**

The administration recommended the Board accept the fiscal year 2019 financial audit prepared by the independent auditing firm of Groskreutz, Abraham, Eshleman & Gerretse LLC. Motion was made by Mr. Widholm and seconded by Mr. Frey to accept the fiscal year 2019 financial audit as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

**INFORMATION**

Dr. Boyd provided his report to the Board. State-wide enrollment figures indicate enrollment is down 4.2% system-wide; KCC is down 4.8%. Trustees Martin and Hove, along with several KCC employees, recently toured Cresco Labs, a cannabis company in Joliet; their Kankakee facility is currently under construction. The Board was assured that KCC has programs in place now to strengthen that workforce. Dr. Boyd shared the ICCCP Spring 2020 Legislative Goals with the Board. The Kankakee District 40 Democratic Party met at KCC last week and selected Mr. Patrick Joyce as the Illinois senator to replace Toi Hutchinson. The Board was informed of a security-related project to install tech-enabled lock mechanisms at the Riverfront campus and MITC. KCC and Riverside representatives met to sign a one-year sponsorship agreement. The college's annual Veterans Recognition Ceremony was well-attended and featured two outstanding veteran speakers. Internal and external feedback on the inauguration was positive. The event brought visibility to KCC in the community with its focus on the college's history and academics.

Trustee Frey gave his report to the Board. He shared the 2020 ICCTA Legislative Goals with the Board. The trustees participated in a roundtable discussion focused on the BSN, and the keynote topic was diversity.

SBOT Solorzano provided her report to the Board. The Student Advisory Council (SAC) hosted a Halloween Spooktacular, which had over 200 attendees. Nine SAC students attended an ICCB conference in Joliet where they participated in volunteering opportunities. Phi Theta Kappa's Honors in Action project will focus on domestic violence. The dance club will perform at halftime during the men's basketball game on November 13.

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

The administration presented the Reconciled Cash Report for September 30, 2019 and the Investment and Financial Summary Report for October 31, 2019. Motion was made by Mr. Frey 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, Hoekstra, Hove, Orr, Widholm

ABSTAIN: Martin

NAYS: None

Motion Carried

#### **APPROVAL OF BILL SUMMARY AND TRAVEL PAYMENTS**

Bills totaling \$3,079,304.62, nine (9) purchase order requisitions over \$5,000, and two special bills totaling \$2,894.18 were presented for Board review. Motion was made by Mr. Widholm and seconded by Mr. Hove to approve the bill summary and payments as presented. On roll call, the vote was:

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

NAYS: None

Motion Carried

The Board was scheduled to go into closed session for the purpose of discussing matters of personnel, probable or pending litigation and semi-annual review of closed session minutes, pursuant to Sections 2-c-1, 2-c-11 and 2-c-21 of the Illinois Open Meetings Act. Motion was made by Mr. Hoekstra and seconded by Mr. Widholm to convene to closed session. On roll call, the vote was:

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

NAYS: None

Motion Carried

The Board went into closed session at 5:52 p.m. The Board returned at 5:58 p.m. Motion was made by Mrs. Boicken and seconded by Mr. Orr 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. Orr 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 for Payroll and Payment Authorizations to Youth Participants in WIOA Work Experience Programs in Livingston and Kankakee Counties
- (5) Full-Time Credit Division Overload Summary for Fall 2019

On roll call, the vote was:

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

NAYS: None

Motion Carried

### **SEMI-ANNUAL REVIEW OF CLOSED SESSION MINUTES**

Dr. Boyd provided a review of the closed session discussion minutes for the following meeting dates: May 14, 2019, June 10, 2019, July 8, 2019, August 12, 2019, September 9, 2019 and October 15, 2019. Due to the continued need for confidentiality, Dr. Boyd recommended the Board approve the closed session minutes without release. Motion was made by Mr. Hoekstra and seconded by Mr. Frey to approve the closed session minutes without release. On roll call, the vote was:

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

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. 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