



KANKAKEE COMMUNITY COLLEGE  
District 520

May 9, 2022

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A meeting of the Board of Trustees of Kankakee Community College, District 520, was called to order by Chair Hove at 5:00 pm in the Board Room (L241) of the Riverfront campus. Those physically in attendance were:

Mr. Brad Hove, Chair  
 Mr. Todd Widholm, Vice Chair  
 Mrs. Catherine Boicken, Secretary  
 Mr. Jerald Hoekstra  
 Mr. Patrick Martin  
 Mr. Bill Orr  
 Mr. Michael Proctor  
 Ms. Samaria Rosenthal, Student Trustee

Also attending in person were:  
 Dr. Michael Boyd, President  
 Ms. Claire Chaplinski, Attorney  
 Administrative Staff

Dr. Boyd welcomed guests. There was no public comment. There were no amendments or changes to the published agenda.

**APPROVAL OF MINUTES**

The Recording Secretary presented the Minutes from the April 11, 2022 Board meeting for approval. Motion was made by Mr. Martin and seconded by Mr. Hoekstra to approve the minutes as presented.  
On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Orr, Proctor, Widholm, Hove  
 Motion Carried

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

The consent agenda items were presented for approval. Motion was made by Mrs. Boicken and seconded by Mr. Orr to approve the May 9, 2022 Consent Agenda Action Items 1-2 as follows:

**\*APPROVAL OF TUITION/COURSE REIMBURSEMENTS**

The administration recommended the Board approve the tuition/course reimbursements as presented.

**\*APPROVAL OF REQUEST FOR BIDS**

The administration recommended the Board approve the solicitation of bids for CrowdStrike Cybersecurity Software and VNWare Annual renewal.

On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Orr, Proctor, Widholm, Hove  
Motion Carried

**APPROVAL OF CONTRACT AWARDS**

The administration recommended the Board approve awarding the following bids: 1) Student Services counters to Heritage Development Construction Company in the amount of \$122,036.80; and 2) Activity Center doors to Heritage Development & Construction Company in the amount of \$57,500.00. Motion was made by Mr. Hoekstra and seconded by Mr. Proctor approve the contract awards as presented. On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Orr, Proctor, Widholm, Hove  
Motion Carried

**ACCEPTANCE OF FIRST READING OF NEW PERSONNEL POLICIES AND REVISIONS**

The administration recommended the Board accept two revised personnel policies – 3.5 Selection Process and 16.3 Reduction in Force – as a first reading in preparation for a second reading and approval on June 13, 2022, to be effective July 1, 2022. Motion was made by Mr. Martin and seconded by Mr. Orr to accept as a first reading the personnel policy revisions as presented. On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Orr, Proctor, Widholm, Hove  
Motion Carried

**APPROVAL OF A RESOLUTION HONORING PRESIDENT EMERITUS**

Pursuant to Kankakee Community College District 520 Board of Trustees Policy 128.00, Emeritus Policy, the administration recommended the Board approve a resolution to honor and thank Dr. Larry Huffman for his years of service, dedication, and ongoing contributions, and to award him the status of President Emeritus of Kankakee Community College. Motion was made by Mr. Hoekstra and seconded by Mr. Widholm to approve the resolution as presented. On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Orr, Proctor, Widholm, Hove  
Motion Carried

**APPROVAL OF A RESOLUTION HONORING STUDENT TRUSTEE TO THE BOARD OF TRUSTEES**

The administration recommended the Board approve and sign a resolution commending Samaria Rosenthal for her service as Student Trustee to the Board for the 2021-2022 academic year. Motion was made by Mr. Hoekstra and seconded by Mr. Proctor to approve the resolution as presented. On roll call, the vote was:

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

Chair Hove and Dr. Boyd thanked Samaria for her hard work and student leadership and presented her with the signed resolution.



**INFORMATION**

Dr. Boyd gave his report to the Board. Proceeds from the I've Got Your 6 5K on May 26 will fund KCC law enforcement program scholarships. Dr. Boyd thanked the ad hoc finance committee for meeting last week. America Business College, a for profit and non-accredited institution, is seeking approval from the City of Kankakee's planning and zoning committee to locate in this area. A new cohort of KCC's Leadership Development Program will meet May 17-18. KCC Foundation Board members Steve Smith and Jeff Hammes' terms will expire at the annual May meeting.

Trustee Orr shared his ICCTA report with the Board. He encouraged the trustees to attend the ICCTA Annual Convention and Awards Banquet on June 10 in Chicago. KCC Trustee Emeritus Richard Frey will receive the ICCTA's prestigious award of Honorary Membership at the event.

SBOT Rosenthal gave her report to the Board. She shared recent finals week activities hosted by Student Advisory Council (SAC). She thanked the Board for the opportunity to serve the student body as the Student Trustee.

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

The administration presented the Reconciled Cash Report for March 31, 2022 and the Investment and Financial Summary Report for April 30, 2022. Motion was made by Mrs. Boicken and seconded by Mr. Proctor to accept the Reconciled Cash Report and Investment and Financial Summary Report subject to audit. On roll call, the vote was:

AYES: Boicken, Hoekstra, Orr, Proctor, Widholm, Hove

ABSTAIN: Martin

Motion Carried

**APPROVAL OF BILL SUMMARY AND TRAVEL PAYMENTS**

Bills totaling \$6,346,623.58, seven (7) purchase order requisitions over \$10,000, and one (1) special bill in the amount of \$531.00 were presented for Board review. Motion was made by Mr. Proctor and seconded by Mr. Martin to approve the bill summary and payments as presented. On roll call, the vote was:

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

Motion Carried

The Board was scheduled to go into closed session for the purposes of discussing matters of personnel, probable or pending litigation, and the semi-annual review of closed sessions 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 Mrs. Widholm to convene to closed session. On roll call, the vote was:

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

Motion Carried

The Board went into closed session at 5:20 pm. The Board returned at 5:50 pm. Motion was made by Mrs. Boicken and seconded by Mr. Martin to reconvene the Board meeting. On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Orr, Proctor, Widholm, Hove  
Motion Carried

### **MATTERS OF PERSONNEL**

The Board reviewed matters of personnel presented in closed session. 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 Job Description
- (2) Approval of Employment Matters
- (3) Approval of Continuing Education and Career Services Contracts
- (4) Approval for Payroll and Payment Authorization to Youth Participant in WIOA Work Experience Program in Livingston County
- (5) Appointment of Legal Counsel

On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Orr, Proctor, Widholm, Hove  
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: November 8, 2021, December 3, 2021, December 14, 2021, January 10, 2022, February 14, 2022, March 14, 2022 and April 11, 2022. Dr. Boyd recommended the Board approve the closed session minutes without release due to the continued need for confidentiality. Motion was made by Mr. Widholm and seconded by Mr. Proctor to approve the closed session minutes without release. On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Orr, Proctor, Widholm, Hove  
Motion Carried

### **ADJOURNMENT**

There being no further business to come before the Board, motion to adjourn the Board Meeting at 6:55 pm was made by Mr. Martin and seconded by Mrs. Boicken. On roll call, the vote was:

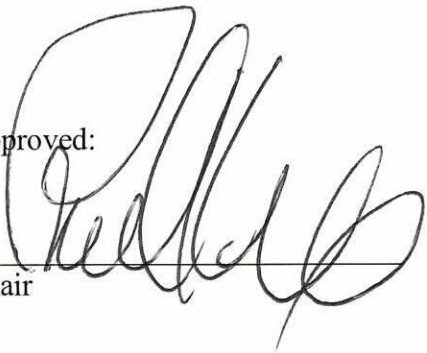

AYES: Boicken, Hoekstra, Martin, Orr, Proctor, Widholm, Hove  
Motion Carried

Respectfully submitted,

Karen Slager, Recording Secretary

Approved:

Chair

A large, stylized handwritten signature in black ink, written over a horizontal line. The signature is highly cursive and difficult to decipher, but it appears to start with a large 'P'.A handwritten signature in black ink, written over a horizontal line. The signature is cursive and appears to read 'Athena R. Br'.

Secretary