



KANKAKEE COMMUNITY COLLEGE
District 520

December 12, 2023

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

Mrs. Catherine Boicken, Chair
 Mr. William Orr, Vice Chair
 Mr. Michael Proctor, Secretary
 Mr. Jerald Hoekstra
 Mr. Brad Hove
 Mr. Patrick Martin
 Mr. Todd Widholm
 Ms. Jennifer Bustos, Student Trustee

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

Dr. Boyd welcomed guests David Cagle and Sarah Peters. There was no public comment. There were two changes to the board book: 1) a typographical error on page 4 of the November 13, 2023 minutes; and 2) the boom lift was removed from the Approval of Contract Awards action item.

BOARD PRESENTATION

Due to unforeseen circumstances, auditors from Wipfli LLC were unable to be present for the FY23 audit. VP Nunley shared an audit recap from Wipfli and thanked the college's accounting team for their hard work. Trustee Hoekstra requested that audit staff attend in person in the future.

APPROVAL OF MINUTES

The recording secretary presented the minutes from the November 13, 2023 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: Hoekstra, Hove, Martin, Proctor, Widholm, Boicken
 ABSTAIN: Orr
 Motion Carried

The recording secretary presented the minutes from the December 1, 2023 Committee of the Whole meeting for approval. Motion was made by Mr. Orr and seconded by Mr. Hoekstra to approve the minutes as presented. On roll call, the vote was:

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

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

The consent agenda item was presented for approval. Motion was made by Mr. Hove and seconded by Mr. Widholm to approve the December 12, 2023 Consent Agenda Action Item 1 as follows:

***APPROVAL OF 1A AND 1D PROGRAM PARTICIPANTS**

The administration recommended the Board approve the 1A and 1D program participants as presented.

On roll call, the vote was:

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

Motion Carried

FISCAL YEAR 2023 FINANCIAL AUDIT

The administration presented the fiscal year 2023 audit for acceptance. Copies of the audit were provided under separate cover. Motion was made by Mr. Hoekstra and seconded by Mr. Proctor to accept the fiscal year 2023 financial as presented. On roll call, the vote was:

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

Motion Carried

APPROVAL OF CONTRACT AWARD

The administration recommended the Board approve awarding the bid for a lawn mower to All Power Equipment in the amount of \$32,173. Motion was made by Mr. Martin and seconded by Mr. Orr to approve the bid award as presented. On roll call, the vote was:

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

Motion Carried

ACCEPTANCE OF FIRST READING OF KCC BOARD OF TRUSTEES POLICY MANUAL REVISIONS

The administration recommended the Board accept as a first reading the revisions to the KCC Board of Trustees Policy Manual, copies of which were provided under separate cover. Motion was made by Mr. Widholm and seconded by Mr. Proctor to accept the first reading of the KCC Board of Trustees Policy Manual revisions as presented in preparation for a second reading for approval. On roll call, the vote was:

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

Motion Carried

APPROVAL OF THREE PERSONNEL POLICY REVISIONS

The administration recommended the Board approve personnel policy revisions to 7.2 Time Off (Sick, Leave, Holidays), 8.2 Recording Absences, and 8.3 Utilizing Sick Leave. Motion was made by Mr. Martin and seconded by Mr. Hove to approve the three personnel policy revisions as presented. On roll call, the vote was:

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

Motion Carried

APPROVAL OF INFORMATION TECHNOLOGY A.A.S. AND CERTIFICATES

The administration recommended the Board approve the submission to the Illinois Community College Board of Form 20: Application for Approval Career and Technical Education Curriculum for an A.A.S. degree in Information Technology and five Information Technology certificates. Motion was made by Mr. Widholm and seconded by Mr. Orr to approve the submission of Form 20 as presented. On roll call, the vote was:

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

APPROVAL TO PROCEED WITH RENOVATIONS TO THE COLLEGE CENTER AND AUDITORIUM

The administration recommended the Board approve the proposal from Demonica Kemper Architects to provide architectural services through the bidding process for College Center and Auditorium renovations for an additional fee of \$230,232 and the submission of a Capital Project Application for this project with the Illinois Community College Board. Motion was made by Mr. Hove and seconded by Mr. Proctor to approve the architectural services proposal as presented. On roll call, the vote was:

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

APPROVAL OF RESOLUTION HONORING FULL-TIME RETIREE

The administration recommended the Board approve and sign the resolution honoring KCC full-time retiree Chris Spracklin. Motion was made by Mr. Martin and seconded by Mr. Hoekstra to approve the resolution as presented. On roll call, the vote was:

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

INFORMATION

VP Nugent gave a KCC Foundation update to the board. Acciona Energy is working with faculty to create paid internships for students. Thank you to Alderman Steve Hunter, Louise Bigot and Dr. Willie Davis for establishing The Martin Luther King, Jr. Memorial Scholarship. Eric Peterson '12, CEO and Founder of Project Headspace and Timing, has been selected as the college's John Fulton Distinguished Alumni Award recipient and the 2024 ICCTA Distinguished Alumni nominee.

Dr. Boyd gave his report to the Board. Gotion will be on campus to meet and recruit students.

Trustee Hove gave his ICCTA report to the Board. The college will host the community college trustees, presidents, chief academic officers, and chief student services officers on March 6-9, 2024. Author Dr. Arthur Levine will be guest speaker.

Student Trustee Bustos gave her report to the Board. Student Life held relaxation activities and had fuel stations around campus leading up to finals week.

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the Reconciled Cash Report for October 31, 2023 and the Investment and Financial Summary Report for November 30, 2023. Motion was made by Mr. Widholm 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: Hoekstra, Hove, Orr, Proctor, Widholm, Boicken

ABSTAIN: Martin

Motion Carried

APPROVAL OF BILL SUMMARY AND TRAVEL PAYMENTS

Bills totaling \$6,265,425.41, six (6) purchase order requisitions over \$10,000, and one (1) special bill in the amount of \$1,318.00 were presented for Board review. Motion was made by Mr. Hoekstra and seconded by Mr. Orr to approve the bill summary and payments as presented. On roll call, the vote was:

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

Motion Carried

The Board was scheduled to go into closed session for the purposes 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. Martin and seconded by Mr. Hove to convene to closed session. On roll call, the vote was:

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

Motion Carried

The Board went into closed session at 5:34 pm. The Board returned at 5:49 pm. Motion was made by Mr. Orr and seconded by Mr. Proctor to reconvene the Board meeting. On roll call, the vote was:

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

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. Hove to approve Matters of Personnel Items 1-3 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 Business Partnership Contracts

On roll call, the vote was:

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

Motion Carried

ADJOURNMENT

There being no further business to come before the Board, motion to adjourn the Board meeting at 6:50 pm was made by Mr. Hoekstra and seconded by Mr. Orr. On roll call, the vote was:

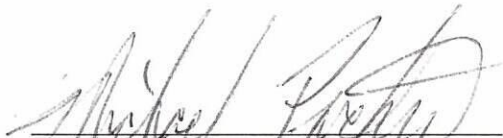
AYES: Hoekstra, Hove, Martin, Orr, Proctor, Widholm, Boicken
Motion Carried

Respectfully submitted,

Karen Slager, Recording Secretary

Approved:


Chair *pro tem*


Secretary