



KANKAKEE COMMUNITY COLLEGE  
District 520

December 16, 2025

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

Mr. Brad Hove, Secretary  
Mrs. Catherine Boicken  
Mr. Michael Kick  
Mr. Eric Peterson

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

Dr. Boyd welcomed everyone to the meeting. There was no public comment. There was no change or amendment to the published agenda.

**APPROVAL OF MINUTES**

The recording secretary presented the minutes from the November 18, 2025 Board meeting for approval. Motion was made by Mrs. Boicken and seconded by Mr. Hove to approve the minutes as presented. On roll call, the vote was:

AYES: Boicken, Hove, Peterson, Kick, Orr  
Motion Carried

The recording secretary presented the minutes from the December 5, 2025 Board meeting for approval. Motion was made by Mr. Kick and seconded by Mr. Peterson to approve the minutes as presented. On roll call, the vote was:

AYES: Boicken, Hove, Kick, Peterson, Orr  
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. Kick to approve the December 16, 2025 Consent Agenda Action Items 1-3 as follows:

**\*APPROVAL OF TUITION/COURSE REIMBURSEMENT**

The administration recommended the Board approve acceptance of the following tuition/course reimbursement: 1) Tierra Dixon-Sullivan, Assistant Director of Human Resources, in the amount of \$1,531.20, for course Title/University SHRM Certification Preparation Course, Society for Human Resources Management, Irving, TX.

**\*APPROVAL OF TRAVEL REIMBURSEMENT REQUESTS**

The administration recommended the Board grant permission to approve travel reimbursement requests exceeding maximum rates set forth in the travel reimbursement policy.

**\*APPROVAL TO ACCEPT GRANT AWARDS**

The administration recommended the Board approve acceptance of the following grant awards: 1) Illinois Department of Commerce and Economic Opportunity in the amount of \$86,954.00.

On roll call, the vote was:

AYES: Boicken, Hove, Kick, Peterson, Orr  
Motion Carried

**ADOPTION OF THE TAX LEVY**

The administration recommended the Board adopt the proposed tax levy for 2025. The total tax rate, including bonds, for 2025 is estimated to be at 41.87 cents, a slight decrease from the 2024 rate. Motion was made by Mr. Hove and seconded by Mr. Kick to adopt the tax levy as presented on the Certificate of Tax Levy. On roll call, the vote was:

AYES: Boicken, Hove, Kick, Peterson, Orr  
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. Kick and seconded by Mrs. Boicken 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, Hove, Kick, Peterson, Orr  
Motion Carried

**APPROVAL OF RESOLUTION ABATING THE WORKING CASH FUND OF THE DISTRICT**

The administration recommended the Board approve and sign a resolution abating the working cash fund. The complete Resolution is available under separate cover for review. Motion was made by Mrs. Boicken and seconded by Mr. Peterson to approve the resolution abating the working cash fund of the district. On roll call, the vote was:

AYES: Boicken, Hove, Kick, Peterson, Orr  
Motion Carried

**APPROVAL OF GRANT OF EASEMENT**

The administration recommended the Board approve a grant of Public Right of Way Easement to the Village of Bradley to provide landscaping enhancements along the frontage of KCC North Campus. The complete document is available under separate cover for review. Motion was made by Mr. Hove and seconded by Mr. Kick to approve the grant of Public Right of Way Easement. On

roll call, the vote was:

AYES: Boicken, Hove, Kick, Peterson, Orr  
Motion Carried

### **APPROVAL OF CATHOLIC CHARITIES DIOCESE OF JOLIET – COMMUNITY SERVICES LEASE AGREEMENT**

The administration recommended the Board approve the North Extension Center lease with Catholic Charities Diocese of Joliet for the period March 1, 2026 through February 28, 2027 in the amount of \$965 per month. Motion was made by Mr. Kick and seconded by Mr. Peterson to approve the office lease as presented. On roll call, the vote was:

AYES: Boicken, Hove, Kick, Peterson, Orr  
Motion Carried

### **APPROVAL OF RESOLUTIONS HONORING FULL-TIME RETIREES**

The administration recommended the Board approve and sign the resolutions honoring KCC full-time retirees John Shivers and Karen Slager. Motion was made by Mr. Hove and seconded by Mr. Peterson to approve the resolutions as presented. On roll call, the vote was:

AYES: Boicken, Hove, Kick, Peterson, Orr  
Motion Carried

### **INFORMATION**

VP Nugent gave a KCC Foundation update to the board. The Alumni Association hosted a holiday brunch on December 11, 2025.

Dr. Boyd gave his report to the Board. He shared that KCC secured grant awards to include (4) new revenue increases this month to include: 1) WIOA Supplemental Fund, 2.) Mental Health Early Action Award, 3.) Perkins Leadership Grant, and 4.) CEJA recipient. Dr. Boyd reviewed with the Board the Illinois Council of Community Colleges Presidents 2026 legislative agenda, along with the ICCTA 2026 legislative initiatives. These documents were also shared with Senator Balkema, Senator Joyce, and Representative Haas.

VP Nunley gave an updated on the Post-Issuance Tax Compliance Report.

Senior Director O'Connor gave an annual update on the Gramm-Leach-Bliley Act (GLBA). He stated that KCC is on track with compliance.

Director Kenney discussed a rebranding of the physical plant department. The current name does not reflect the significant responsibilities associated with the department and under values expertise. Campus Operations was presented as the new name change. This name change will align with future growth and professional identity.

Trustee Peterson gave his ICCTA report to the Board. He shared that the Illinois community colleges are partnering with Lightcast to conduct individual Economic Impact Studies (EIS). Participating colleges will have the opportunity to review the reports and approve them for the finalization process in January.

### **APPROVAL OF FINANCIAL REPORTS**

The administration presented the Reconciled Cash Report for October 31, 2025 and the Investment and Financial Summary Report for November 30, 2025. Motion was made by Mr. Kick and seconded by Mr. Peterson to accept the Reconciled Cash Report and Investment and Financial Summary Report subject to audit. On roll call, the vote was:

AYES: Boicken, Hove, Kick, Peterson, Orr  
Motion Carried

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

Bills totaling \$10,491,103.13, eleven (11) purchase order requisitions over \$10,000, and two (2) special bills totaling \$1,088.79 were presented for Board review. Motion was made by Mr. Kick and seconded by Mr. Hove to approve the bill summary and payments as presented. On roll call, the vote was:

AYES: Boicken, Hove, Kick, Peterson, Orr  
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, 2-c-11 and 2-c-21 of the Illinois Open Meetings Act. Motion was made by Mr. Hove and seconded by Mr. Kick to convene to closed session. On roll call, the vote was:

AYES: Boicken, Hove, Kick, Peterson, Orr  
Motion Carried

The Board went into closed session at 5:35 pm. The Board returned at 6:17 pm. Motion was made by Mrs. Boicken and seconded by Mr. Kick to reconvene the Board meeting. On roll call, the vote was:

AYES: Boicken, Hove, Kick, Peterson, Orr  
Motion Carried

### **APPROVAL OF CONSENT AGENDA ITEMS AS DISCUSSED IN CLOSED SESSION**

The consent agenda items as discussed in closed session were presented for approval. Motion was made by Mr. Widholm and seconded by Mr. Kick to approve the November 18, 2025 Consent Agenda Action Items 1-5 as follows:

- (1) Approval of Position Description
- (2) Approval of Employment Matters (including new employment and voluntary resignation)
- (3) Approval of Student Employment Matters
- (4) Approval of Continuing Education and Business Partnerships Contracts
- (5) Approval for Payroll and Payment Authorizations to Adult Participant in WIOA Work Experience Program in Kankakee and Livingston Counties
- (6) Revision of the Full-Time Credit Division Overload Summary for Fall, 2025

On roll call, the vote was:

AYES: Boicken, Hove, Kick, Peterson, Orr  
Motion Carried

**ADJOURNMENT**

There being no further business to come before the Board, motion to adjourn the Board meeting at 6:17 pm was made by Mrs. Boicken and seconded by Mr. Peterson. On roll call, the vote was:

AYES: Boicken, Hove, Kick, Peterson, Orr  
Motion Carried

Respectfully submitted,

Jamie Mossman, Recording Secretary

Approved:

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Chair

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Secretary