



KANKAKEE COMMUNITY COLLEGE
District 520

November 13, 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. 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

There was no public comment. There were no amendments or changes to the public agenda.

APPROVAL OF MINUTES

The recording secretary presented the minutes from the October 10, 2023 Board meeting for approval. Motion was made by Mr. Hove and seconded by Mr. Hoekstra to approve the minutes as presented. On roll call, the vote was:

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

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

The consent agenda items were presented for approval. Motion was made by Mr. Martin and seconded by Mr. Proctor to approve the November 13, 2023 Consent Agenda Action Items 1-5 as follows:

***APPROVAL OF 1A, 1D and 1Y-OS PROGRAM PARTICIPANTS**

The administration recommended the Board approve the 1A, 1D and 1Y-OS program participants as presented.

***APPROVAL OF TUITION/COURSE REIMBURSEMENT**

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

***APPROVAL TO ACCEPT GRANT AWARDS**

The administration recommended the Board approve acceptance of the ICCB's Mental Health Early Action on Campus Act award in the amount of \$66,960 to address gaps in mental health services on college campuses across Illinois.

***APPROVAL OF REQUEST FOR BIDS**

The administration recommended the Board approve the solicitation of bids for a lawn mower and a boom lift.

***RENEWAL OF THE PROPERTY, CASUALTY, LIABILITY INSURANCE PROGRAMS**

The administration recommended the Board approve renewal of the property, casualty and liability insurance programs with Mesirow Insurance Services, in conjunction with George Ryan Jr. Insurance Group, effective December 1, 2023.

On roll call, the vote was:

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

ADOPTION OF THE TAX LEVY

The administration recommended the Board adopt the proposed tax levy for 2023. The total tax rate, including bonds, for 2023 is estimated to be at 45.94 cents, a slight decrease from the 2022 rate. Motion was made by Mr. Proctor and seconded by Mr. Widholm to adopt the supplemental tax levy as presented. On roll call, the vote was:

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

APPROVAL OF FARM LEASE AGREEMENT

The administration recommended the Board approve a farm lease agreement with Daniel Dandurand for the period March 1, 2024 through February 28, 2025 at a rate of \$235 per acre or annual cash rent totaling \$11,750 per year. Motion was made by Mr. Hoekstra and seconded by Mr. Proctor to approve the farm lease agreement as presented. On roll call, the vote was:

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

APPROVAL TO LEASE LIVINGSTON COUNTY OFFICE SPACE

The administration recommended the Board approve the Livingston County WIOA satellite office lease with Heartland Community College Pontiac Center for the period December 1, 2023 through December 31, 2024 in the amount of \$1,075 per month, including utilities. Motion was made by Mr. Martin and seconded by Mr. Hove to approve the office lease as presented. On roll call, the vote was:

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

APPROVAL TO LEASE KANKAKEE VALLEY PARK DISTRICT PROPERTY

The administration recommended the Board approve the lease agreement with Kankakee Valley Park District for the use of land at the northeast corner of River Road and Schuyler in Kankakee, IL. The Second Amendment to the lease agreement will expire on December 31, 2023. The new Third Amendment extends the lease for an additional three (3) years to December 31, 2026. Either party may terminate the lease agreement with six (6) months written notice to the other party. Motion was made by Mr. Hoekstra and seconded by Mr. Proctor to approve the lease as presented. On roll call, the vote was:

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

APPROVAL OF CONTRACT AWARD

The administration recommended the Board approve awarding the bid for two 14-passenger mini buses to Midwest Transit Equipment in the amount of \$230,042. Motion was made by Mr. Hove and seconded by Mr. Martin to approve the bid award as presented. On roll call, the vote was:

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

APPROVAL TO PROCEED WITH SCHEMATIC DESIGN FOR THE COLLEGE CENTER AND AUDITORIUM RENOVATIONS

The administration recommended the Board approve engaging Demonica Kemper Architects to provide schematic design for the College Center and Auditorium renovations for a fee of \$37,125. Motion was made by Mr. Martin and seconded by Mr. Hove to approve proceeding with schematic design as presented. On roll call, the vote was:

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

INFORMATION

Dr. Boyd gave his report to the Board. The nursing department received accreditation through 2028 from the Accreditation Commission for Education in Nursing. High School Guidance Counselor Day and I-KAN Superintendents Breakfast took place on campus. The annual veterans' recognition ceremony was held on November 9. Professor Clay Sterling accompanied a delegation to tour the Gotion plant in Germany.

Trustee Hove gave his ICCTA report to the Board. The ICCTA met on November 10 in Schaumburg. Governor JB Pritzker was awarded the Michael Monahan Meritorious Service Award, and Secretary of State Alexi Giannoulis was the speaker. The legislative agenda is focused primarily on seeking approval for Illinois community colleges to offer applied baccalaureate degrees. The next ICCTA meeting will take place in March 2024 at KCC with guest speaker Dr. Alfred Levine, author of "The Great Upheaval".

Student Trustee Bustos gave her report to the Board. She thanked Dr. Boyd for the tour of the College Center and the Auditorium. She is working with students on an updated Media Tour to include all the renovations on campus. The E—sports club is popular and led by FY23 student trustee Morgan Fischer.

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the Reconciled Cash Report for September 30, 2023 and the Investment and Financial Summary Report for October 31, 2023. Motion was made by Mr. Widholm and seconded by Mr. Hove to accept the Reconciled Cash Report and Investment and Financial Summary Report subject to audit. On roll call, the vote was:

AYES: Hoekstra, Hove, Proctor, Widholm, Boicken

ABSTAIN: Martin

Motion Carried

APPROVAL OF BILL SUMMARY AND TRAVEL PAYMENTS

Bills totaling \$4,968,835.81, twelve (12) purchase order requisitions over \$10,000, and four (4) special bills totaling \$5,471.34 were presented for Board review. Motion was made by Mr. Hoekstra and seconded by Mr. Proctor to approve the bill summary and payments as presented. On roll call, the vote was:

AYES: Hoekstra, Hove, Martin, 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, 2-c-11 and 2-c-21 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, Proctor, Widholm, Boicken

Motion Carried

The Board went into closed session at 5:35 pm. The Board returned at 6:21 pm. Motion was made by Mr. Widholm and seconded by Mr. Proctor to reconvene the Board meeting. On roll call, the vote was:

AYES: Hoekstra, Hove, Martin, 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 1-5 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 Business Partnership Contracts
- (4) Approval of Full-Time Credit Division Overload Summary for Fall 2023

On roll call, the vote was:

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

Motion Carried

SEMI-ANNUAL REVIEW OF CLOSED SESSION MINUTES

Dr. Boyd provided a review of the closed session minutes for the following meeting dates: May 8, June 12, July 10, August 14, September 11, and October 10, 2023. He recommended the Board approve the closed session minutes without release due to the continued need for confidentiality. Motion was made by Mr. Proctor and seconded by Mr. Hove to approve the closed session minutes without release. On roll call, the vote was:

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

ADJOURNMENT

There being no further business to come before the Board, motion to adjourn the Board meeting at 6:23 pm was made by Mr. Widholm and seconded by Mr. Hoekstra. On roll call, the vote was:

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

Respectfully submitted,

Karen Slager, Recording Secretary

Approved:



Chair


Secretary