

KASKASKIA COLLEGE BOARD OF TRUSTEES #501
July 22, 2019 Meeting Minutes
27210 College Road
Centralia, IL62801

ROLL CALL/ATTENDANCE

Chair, Bill Hawley convened the meeting of the Board of Trustees on Monday, July 22, 2019, at 5:30 p.m. in the Wedekemper Board Room of Kaskaskia College. Trustees present were Bill Hawley, Bryan Holthaus, Louis Kalert, Jack Mays, Laura Wedekemper, and Student Trustee, Justin Huff. Trustee Linda Stover entered the meeting at 5:52 p.m. Trustee, Jim Beasley entered the meeting at 6:36 p.m.

College staff members present included President, George Evans, Dr. Susan Batchelor, Dr. Ashley Becker, Jeff Brown, Judy Hemker, Jennings Carter, Travis Henson, Craig Roper, Jill Hercules, Johnny Mathews, Christine Wheeler, and Cathy Quick. College Legal Counsel, Dennis Weedman, from Robbins Schwartz was in attendance.

Attending from the media was Bryan Hunt from the Centralia Sentinel.

PLEDGE OF ALLEGIANCE

Chair Hawley led the Pledge of Allegiance.

RECOGNITION

President Evans introduced College employees in attendance. A video of the 2019 Commencement was viewed.

PRESENTATION AND DISCUSSION OF THE 2019-20 TENTATIVE BUDGET

Judy Hemker, Vice President of Administrative Services and Christine Wheeler, Accounting Manager, presented the tentative budget for 2019-20. The tentative 2019-20 budget is on display in the office of the Vice President of Administrative Services Monday through Friday through August 23, 2019. A public budget hearing will be conducted at 6:15 p.m. on August 26, 2019 prior to the Board of Trustees meeting, and the budget will be presented for approval on August 26, 2019.

PUBLIC COMMENT

None.

CONSENT AGENDA

Motion by Jack Mays to approved the Consent Agenda as presented. Items on the Consent Agenda include June 24, 2019 meeting minutes, ratification and approval of disbursements and payrolls for July 2019 which includes travel reimbursements for board members and College employees if any requested reimbursement exceeds maximum allowable costs, Treasurer Report, Budget Report, Personnel Report, Foundation Report, Friends of Fine Arts Report, and Kaskaskia College Sports Association Report. Administrative Reports include Executive Services Report, Administrative Services Report, Instructional

Services Report, and Student Services Report.

Upon roll call, the following members voted yes Hawley, Holthaus, Kalert, Mays, Stover, Wedekemper, and Huff. Motion was approved.

OLD UNFINISHED BUSINESS

None

NEW BUSINESS

CLOSED SESSION

Motion by Bryan Holthaus to enter into closed session pursuant to Section 2C of the Illinois Open Meetings Act (5 ILCS 120/2) specific exemption (1) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity; collective negotiating matter between the public body and its employee or their representatives.

Upon roll call, the following members voted yes Hawley, Holthaus, Kalert, Mays, Stover, Wedekemper, and Huff. Motion was approved and the meeting entered closed session at 6:11 p.m.

Motion by Bryan Holthaus to end closed session. Upon roll call, the following members voted yes Hawley, Holthaus, Kalert, Mays, Stover, Wedekemper, and Huff. Motion was approved, closed session ended and open session resumed at 6:28 p.m.

RESOLUTION 19-31

TRANSFER OF WORKING CASH FUND INTEREST FOR FISCAL YEAR 2020

Motion by Bryan Holthaus to adopt Resolution 19-31, thereby authorizing the Chief Financial Officer/Treasurer of Kaskaskia College to transfer investment earnings from the Working Cash Fund to the Education Fund in Fiscal Year 2020.

Upon roll call, the following members voted yes Hawley, Holthaus, Kalert, Mays, Stover, Wedekemper, and Huff. Motion was approved.

APPROVAL OF RESIGNATION

CONSTRUCTIONS OCCUPATIONS INSTRUCTOR AT CENTRALIA CORRECTIONAL CENTER

Motion by Linda Stover to approve the resignation of Michael Kuhl as Construction Occupations Instructor at the Centralia Correctional Center effective June 28, 2019.

Upon roll call, the following members voted yes Hawley, Holthaus, Kalert, Mays, Stover, Wedekemper, and Huff. Motion was approved.

**APPROVAL OF EMPLOYMENT
COORDINATOR OF CUSTODIAL SERVICES**

Motion by Laura Wedekemper to approve the employment of Laura Finley as Coordinator of Custodial Services, effective August 1, 2019 at the salary of \$41,000 with eligibility for fringe benefits.

Upon roll call, the following members voted yes Hawley, Holthaus, Kalert, Mays, Stover, Wedekemper, and Huff. Motion was approved.

**APPROVAL OF EMPLOYMENT
MAINTENANCE SPECIALIST**

Motion by Linda Stover to approve the employment of Wayne Arnold as full time Maintenance Specialist at an hourly salary of \$19.50 per hour, with eligibility for fringe benefits, effective August 1, 2019.

Upon roll call, the following members voted yes Hawley, Holthaus, Kalert, Mays, Stover, Wedekemper, and Huff. Motion was approved.

**APPROVAL OF EMPLOYMENT
ASSISTANT PROFESSOR OF MUSIC**

Motion by Bryan Holthaus to approve the employment of Stacy Smith as Assistant Professor of Music (Woodwind Emphasis), effective August 12, 2019, at an annual salary of \$64,403 with eligibility for fringe benefits.

Upon roll call, the following members voted yes Hawley, Holthaus, Kalert, Mays, Stover, Wedekemper, and Huff. Motion was approved.

**APPROVAL OF EMPLOYMENT
ASSISTANT PROFESSOR OF ENGINEERING/PHYSICS/MATH**

Motion by Jack Mays to approve the employment of Michael Geiger as Assistant Professor of Engineering/Physics/Math, effective August 1, 2019, at an annual salary of \$52,669 with eligibility for fringe benefits.

Upon roll call, the following members voted yes Hawley, Holthaus, Kalert, Mays, Stover, Wedekemper, and Huff. Motion was approved.

**APPROVAL OF EMPLOYMENT
ENROLLMENT SPECIALIST**

Motion by Bryan Holthaus to approve the employment of Alyssa Fox as full-time Enrollment Specialist as an hourly salary of \$13.00, effective July 29, 2019.

Upon roll call, the following members voted yes Hawley, Holthaus, Kalert, Mays, Stover, Wedekemper, and Huff. Motion was approved.

Trustee Beasley entered the meeting.

**APPROVAL OF EMPLOYMENT
ART PROGRAM COORDINATOR**

Motion by Jack Mays to approve the employment of Tim Wight as Art Program

Coordinator, effective August 1, 2019, at an annual salary of \$45,000, with eligibility for fringe benefits.

Upon roll call, the following members voted yes Beasley, Hawley, Holthaus, Kalert, Mays, Stover, Wedekemper, and Huff. Motion was approved.

**APPROVAL OF NEW POSITION
FULL-TIME EDUCATION CENTER COORDINATOR FOR GREENVILLE AND
VANDALIA**

Motion by Bryan Holthaus to approve the new position of full-time Shared Education Center Coordinator for Greenville Education Center and Vandalia Campus.

Upon roll call, the following members voted yes Beasley, Hawley, Holthaus, Kalert, Mays, Stover, Wedekemper, and Huff. Motion was approved.

**APPROVAL OF RESTRUCTURE
ADULT EDUCATION AND LITERACY**

Motion by Jack Mays to approve the restructure of Adult Education and Literacy as follows:

- Increase of Adult Education and Literacy Data/Budget Analyst, Wesley Lindsey from 30 to 40 hours per week at the hourly rate of \$19.36.
- Increase of County Coordinator, Zachary McGeehon, from 24 to 40 hours per week at an hourly rate of \$16.91 and reclassify the position to District County Coordinator.
- Full-time 40-hour Reading Link Coordinator at \$17.50 per hour.

Upon roll call, the following members voted yes Beasley, Hawley, Holthaus, Kalert, Mays, Stover, Wedekemper, and Huff. Motion was approved.

**RESOLUTION 19-32
SALARY ADJUSTMENT**

Motion by Bryan Holthaus to adopt Resolution 19-32, thereby approving the salary increase of 2% and vertical movement for full time faculty union employees effective September 1, 2019.

Upon roll call, the following members voted yes Beasley, Hawley, Holthaus, Kalert, Mays, Stover, Wedekemper, and Huff. Motion was approved.

**RESOLUTION 19-33
CONTINUE MAINTENANCE OF ELLUCIAN-COLLEAGUE**

Motion by Jack Mays to adopt Resolution 19-33, thereby authorizing the renewal of the Colleague maintenance for the term of July 1, 2019 to June 30, 2020 from Ellucian, Inc. at a cost of \$359,288 while agreeing to commit to begin a 5 year term of use in order to secure a 5% cost multiplier.

Upon roll call, the following members voted yes Beasley, Hawley, Holthaus, Kalert, Mays, Stover, Wedekemper, and Huff. Motion was approved.

**APPROVAL OF HEALTH AND DENTAL INSURANCE RENEWAL
BLUE CROSS BLUE SHIELD OF ILLINOIS**

Motion by Linda Stover to approve the renewal of the BlueCross BlueShield health insurance coverage at a 3.5% decrease and a 6.4% decrease for dental. Benefit Plan Services (BPC) will continue to oversee the administration of Health Reimbursement Arrangement for years 2019-20 and 2020-2021.

Upon roll call, the following members voted yes Beasley, Hawley, Holthaus, Kalert, Mays, Stover, Wedekemper, and Huff. Motion was approved.

**RESOLUTION 19-34
SUPPORT OF EXTENDING THE LIFE OF THE OKAWVILLE TAX
INCREMENT FINANCING (TIF) DISTRICT**

Motion by Jack Mays to adopt Resolution 19-34, thereby supporting the Village of Okawville, Illinois' request to extend the life of the Okawville Tax Increment Financing District from 23 to 35 years.

Upon roll call, the following members voted yes Beasley, Hawley, Holthaus, Kalert, Mays, Stover, Wedekemper, and Huff. Motion was approved.

**RESOLUTION 19-35
AWARD BID FOR THE AGRICULTURAL EDUCATION CENTER ROOFTOP
HVAC UNIT REPLACEMENT PROJECT (PHS PROJECT)**

Motion by Bryan Holthaus to adopt Resolution 19-35, thereby awarding the bid for the Agricultural Education Center Rooftop HVAC Unit Replacement Project to Baer Heating & Cooling, Inc. of Trenton, IL in the amount of \$34,646.00 with funding for the project provided by Protection, Health, and Safety (PHS) funds.

Upon roll call, the following members voted yes Beasley, Hawley, Holthaus, Kalert, Mays, Stover, Wedekemper, and Huff. Motion was approved.

APPROVAL OF ARTICULATION AGREEMENTS

Motion by Jack Mays to approve articulation agreements with Eastern Illinois University in the following disciplines:

- Music B.A., Open Studies Concentration
- Music B.M., Teacher Licensure Option, Instrumental Concentration
- Music B.M., Teacher Licensure Option, Vocal Concentration
- R.N. to B.S. in Nursing

Upon roll call, the following members voted yes Beasley, Hawley, Holthaus, Kalert, Mays, Stover, Wedekemper, and Huff. Motion was approved.

FUTURE AGENDA ITEMS

- First Reading of Volunteer Policy
- First Reading of Drone Policy
- Resolution to Approve Fiscal year 2020 Budget-August (Hearing prior to Board meeting)
- Resolution to Seek Bids for Maintenance Department Truck-August

- Resolution to Approve Microsoft Campus Agreement –August
- Resolution in Support of Extending Life of Vandalia TIF District-August
- Resolution to Approve Employment of Payroll Specialist -August
- Resolution to Approve Easement to Kaskaskia Springs Water Company, LLC (Vandalia)-August
- Resolution for QBS for selection of Architect Services – September

TRUSTEE AND PRESIDENT'S COMMENTS AND REPORTS

Student Trustee Report

Student Trustee Justin Huff reported:

- Kaskaskia College athletes have been hosting summer camps.
- On July 23, Student Services is hosting an Open House.

President's Comments

President Evans reported:

- Repair work has started on the Nashville Education Center.
- Enrollment for fall is looking good comparing same day of term enrollment numbers from last year.
- The education center survey is now on the website, and will stay open until the end of September. Data from this survey will assist with long-term planning for the centers.
- We are looking forward to the HLC report.

Chair Hawley appointed Bryan Holthaus as Board Representative to the College Foundation. Trustee Beasley congratulated Trustee Wedekemper for being chosen as a member of the ICCTA awards committee. As ICCTA Representative, he plans to have a regional ICCTA meeting here this fall.

ADJOURNMENT

Motion by Jack Mays to adjourn. Trustees approved by a voice vote. The meeting adjourned at 7:09 p.m.

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College

RESOLUTION 19-31

RESOLUTION FOR TRANSFER OF WORKING CASH FUND INTEREST FOR FISCAL YEAR 2020

WHEREAS, Kaskaskia College is authorized, pursuant to the Illinois Public Community College Act and ICCB Fiscal Management Manual, to transfer investment income earned by the Working Cash Fund to the Education Fund or Operations and Maintenance Fund, upon the authority of the Board, and such transfers are not subject to repayment; and

WHEREAS, there is continuing concern regarding the stability of the State of Illinois fiscal status. The State's financial challenges are evidenced by credit ratings that are near junk status (BBB minus per S & P and Baa3 per Moody's) and are the lowest among our 50 states. While recent legislative action has been applauded by rating agencies, the State's unfunded pension liability and backlog of unpaid bills challenge the State's fiscal stability. These issues create difficult financial challenges for continuing operations of the College; and

WHEREAS, the Board of Trustees has determined that it is necessary and in the best interest of the College to continue the practice of transferring investment income earned by the Working Cash Fund (estimated at \$165,000 in Fiscal Year 2019) to the Education Fund to assist in properly funding operations of the College and maintaining adequate financial reserves.

THEREFORE BE IT RESOLVED, that the Board of Trustees of Kaskaskia College, Community College District #501 authorizes the Chief Financial Officer / Treasurer of Kaskaskia College to transfer investment earnings from the Working Cash Fund to the Education Fund in Fiscal Year 2020.

Dated this 22nd day of July 2019

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College

RESOLUTION 19-32

RESOLUTION FOR SALARY ADJUSTMENTS

WHEREAS, Salary adjustment for 2019-20 for faculty union employees have been set at 2% plus vertical step according to negotiated agreement; and

WHEREAS, the President has made a recommendation for full time faculty union employees who have achieved satisfactory performance evaluations to be awarded salary increase as outlined above.

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees of Kaskaskia College, Community College District #501, approves the salary increases of 2% and vertical movement for full time faculty union employees effective September 1, 2019.

Dated this 22nd day of July 2019

Board Chairman

Board Secretary

RESOLUTION 19-33

**RESOLUTION TO CONTINUE
MAINTANENCE OF ELLUCIAN COLLEAGE**

WHEREAS, the College’s existing software maintenance through Ellucian Inc. for the Colleague Enterprise Resource Planning (ERP) / Student Information System (SIS) has come up for yearly renewal; and

WHEREAS, the continued use of this product is integral to the function of all departments of the institution; and

WHEREAS, the Information Technology (IT) staff determined that for the foreseeable future, the cost to migrate to a competing system would be prohibitive and would not produce a reasonable return on investment with commensurate additional benefit; and

WHEREAS, agreeing to an extended term of use provides a lower year-over-year cost multiplier for the term of the agreement and substantial savings over 5 years;

	Rate Multiplier	Savings after 5 Years
1 Year	7%	None
3 Year	6%	\$23,149
5 Year	5%	\$124,511

And,

WHEREAS, pursuant to a statutory exemption in the Illinois Public Community College Act, the renewal of Ellucian Colleague is exempt from the bidding process.

THEREFORE BE IT RESOLVED, that the Board of Trustees of Kaskaskia College, Community College District #501, authorize the renewal of the Colleague maintenance for the term of July 1, 2019 to June 30, 2020 from Ellucian, Inc. at a cost of \$359,288 while agreeing to commit to begin a 5 year term of use in order to secure a 5% cost multiplier.

Dated this 22nd day of July 2019.

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College

RESOLUTION 19-34

RESOLUTION IN SUPPORT OF EXTENDING THE LIFE OF THE OKAWVILLE TAX INCREMENT FINANCING (TIF) DISTRICT

WHEREAS, on January 28, 2002 the Village of Okawville, Illinois, (the “Village”) adopted various municipal ordinances which created the Okawville Tax Increment Financing District (the “District”) in order to eradicate certain conditions found within the District and to assist in development and redevelopment efforts in and of the District and to create and retain jobs in the community; and

WHEREAS, Judy Hemker, the Vice-President of Administrative Services of Kaskaskia College, Community College District #501, participated in the Joint Review Board Meeting for the District on June 21, 2019 where District activity was reviewed and the extension of the expiration of the District from January 2025 to December 2037 (an additional 12 years) was presented and explained; and

WHEREAS, each taxing body represented at the Joint Review Board Meeting expressed support for the extension, contingent upon presentation to and approval by their respective governing board; and

WHEREAS, the Village of Okawville has made a request to the Board of Trustees, Kaskaskia College, Community College District #501, as identified in Exhibit A to extend the life of the District an additional 12 years; and

WHEREAS, the Board of Trustees, Kaskaskia College, Community College District #501, supports the Village in accomplishing its stated objectives in Exhibit A by extending the life of the TIF District an additional 12 years in order to continue to accomplish such activities in the future; and

NOW, THEREFORE BE IT RESOLVED, the Board of Trustees, Kaskaskia College, Community College District #501, directs President Evans to submit this resolution to the Illinois Legislature in support of the Village’s request to extend the life of the Okawville Tax Increment Financing District from 23 to 35 years.

Dated this 22nd Day of July, 2019

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College

RESOLUTION 19-35

RESOLUTION TO AWARD BID FOR THE AGRICULTURAL EDUCATION CENTER ROOFTOP HVAC UNIT REPLACEMENT PROJECT (PHS PROJECT)

WHEREAS, the second floor of the Agricultural Education Center is heated and cooled by a rooftop HVAC unit that is no longer operational and needs to be replaced; and

WHEREAS, the project involves the replacement of the rooftop HVAC unit to include the installation of controls which will allow maintenance staff to adjust heating and cooling levels from a remote location; and

WHEREAS, notification of this bidding opportunity included a legal notice published in the June 29, 2019 edition of the Centralia Sentinel, posting on the Southern Illinois Builders Association’s website, and WRF Engineers’ notification to the following HVAC contractors:

Company Name	City
Kohnen Air Conditioning & Heating	Germantown, IL
Culbertson Heating & Cooling	Vandalia, IL
JEN Mechanical, Inc.	Godfrey, IL
Heartland Mechanical Contractors	Murphysboro, IL
Bel-O Sales & Service	Belleville, IL
Mideastern Plumbing, Heating and Air Conditioning	Carlyle, IL

And,

WHEREAS, sealed bids were received from the following contractors:

Company Name	Bid Amount
Kohnen Air Conditioning & Heating	\$37,790.00
Culbertson Heating & Cooling	\$40,489.00
Heartland Mechanical Contractors	\$39,100.00
Mideastern Plumbing, Heating and Air Conditioning	\$25,330.00
A & W Plumbing and Heating, Inc.	\$38,900.00
Baer Heating & Cooling, Inc.	\$34,646.00
C & K Heating and Cooling	\$39,203.00

And,

WHEREAS, the bid submitted by Mideastern Plumbing, Heating and Air Conditioning failed to include the cost of HVAC controls and the company has requested their bid be withdrawn; and

WHEREAS, the next lowest bid has been submitted by Baer Heating & Cooling, Inc. of Trenton, IL in the amount of \$34,646.00 and is within the amount of available PHS funds; and

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF KASKASKIA COLLEGE, COMMUNITY COLLEGE DISTRICT #501, that the Board award the bid for the Agricultural Education Center Rooftop HVAC Unit Replacement Project to Baer Heating & Cooling, Inc. of Trenton, IL in the amount of \$34,646.00 with funding for the project provided by Protection, Health and Safety (PHS) funds..

Dated this 22nd day of July 2019

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College