

KASKASKIA COLLEGE BOARD OF TRUSTEES #501
July 26, 2021 Meeting Minutes
27210 College Road
Centralia, IL 62801

ROLL CALL/ATTENDANCE

Chair, Bill Hawley convened a regular meeting of the Board of Trustees on Monday, July 26, 2021 at 6:30 p.m. in the Lifelong Learning Center on the Kaskaskia College main campus. Trustees present at the meeting in person were Jim Beasley, Jeff Brown, Bill Hawley, Bryan Holthaus, Louis Kalert, Linda Stover, Laura Wedekemper, and Student Trustee Alexis Enke.

College staff members attending were President George Evans, Susan Batchelor, Judy Hemker, Julie Obermark, Jill Hercules, Travis Henson, Karol Potter, Todd Wagner, Craig Roper, George Kriss, Amy Troutt, Christine Wheeler, Deanna Kreher, Tabitha Welch and Erin Campbell. Dennis Weedman, Legal Counsel from Robbins Schwartz attended the meeting remotely.

Media present at the meeting in person were Austin Williams from WJBD Radio, and Brittany Misencik from the *Centralia Sentinel*.

Stephen Adams from PMA Securities, LLC was also in attendance for his presentation.

PLEDGE OF ALLEGIANCE

Chairman Hawley led the Pledge of Allegiance.

RECOGNITION

President Evans introduced guests and employees.

PUBLIC COMMENT

No public comment.

CONSENT AGENDA

Items on the Consent Agenda include:

A. June 28, 2021 Minutes

Ratification and approval of disbursements and payrolls for July 2021 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, and Kaskaskia College Sports Association Report, and Kaskaskia College Friends of Fine Arts Report. Administrative Reports include Administrative Services Report, Instructional Services Report, Student Services Report, and Executive Services Report.

Motion by Jim Beasley to approve the consent agenda items as presented.

Roll call:

Jim Beasley	yes	Jeff Brown	yes
Bill Hawley	yes	Louis Kalert	yes
Bryan Holthaus	yes	Linda Stover	yes
Laura Wedekemper	yes	Alexis Enke	yes

Motion was approved.

OLD UNFINISHED BUSINESS

None

NEW BUSINESS

Closed Session

Motion by Jeff Brown to enter into closed session in accordance with the Illinois Open Meetings Act, and pursuant to Section 2(c) of the Act, the specific reason for conducting the executive session meeting being as follows:

(1) 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; 5 ILCS 102/2(c)(1).

Roll call:

Jim Beasley	yes	Jeff Brown	yes
Bill Hawley	yes	Louis Kalert	yes
Bryan Holthaus	yes	Linda Stover	yes
Laura Wedekemper	yes	Alexis Enke	yes

Motion was approved, and the meeting entered into closed session at 6:36 p.m.

Motion by Jim Beasley to end closed session and resume open session.

Roll call:

Jim Beasley	yes	Jeff Brown	yes
Bill Hawley	yes	Louis Kalert	yes
Bryan Holthaus	yes	Linda Stover	yes
Laura Wedekemper	yes	Alexis Enke	yes

Motion was approved, closed session ended and open session resumed at 6:58 p.m.

PRESENTATION BY PMA SECURITIES FOR BOND EXTENSION AND REFINANCING OPTIONS

Stephen Adams - Director, Public Finance for PMA Securities, LLC gave a presentation on understanding municipal advisory services, the different methods of sale, and bonded debt scenarios.

APPROVAL OF FY22 ANNUAL PLAN

Motion by Linda Stover to approve the FY 2022 Annual Plan as presented.

Roll call:

Jim Beasley	yes	Jeff Brown	yes
Bill Hawley	yes	Louis Kalert	yes
Bryan Holthaus	yes	Linda Stover	yes
Laura Wedekemper	yes	Alexis Enke	yes

Motion was approved.

PRESENTATION OF TENTATIVE BUDGET FOR FISCAL YEAR 2021-2022

Judy Hemker, Vice President of Administrative Services and Christine Wheeler, Accounting Manager, presented the tentative budget for the period beginning July 1, 2021 and ending June 30, 2022. The final budget including all restricted funds will be presented at the September 27, 2021 Board of Trustees meeting. There is a longer than usual time period between the tentative and final budget presentations because the calendar does not permit the mandatory 30-day budget review period between the July 26, 2021 and August 23, 2021 Board of Trustees meetings.

RESOLUTION 21-34

RESOLUTION FOR TRANSFER OF WORKING CASH FUND INTEREST FOR FISCAL YEAR 2022

Motion by Jim Beasley to authorize the Vice President of Administrative Services / Treasurer of Kaskaskia College to transfer investment earnings from the Working Cash Fund to the Education Fund in Fiscal Year 2022.

Roll call:

Jim Beasley	yes	Jeff Brown	yes
Bill Hawley	yes	Louis Kalert	yes
Bryan Holthaus	yes	Linda Stover	yes
Laura Wedekemper	yes	Alexis Enke	yes

Motion was approved.

RESOLUTION 21-35

RESOLUTION FOR DISPOSITION OF COLLEGE PROPERTY

Motion by Bryan Holthaus to approve Resolution 21-35 thereby declaring equipment listed as "no longer needed for College purposes" and that the College administration dispose of such equipment in accordance with College Policy #2.6001.

Roll call:

Jim Beasley	yes	Jeff Brown	yes
Bill Hawley	yes	Louis Kalert	yes
Bryan Holthaus	yes	Linda Stover	yes
Laura Wedekemper	yes	Alexis Enke	yes

Motion was approved.

**APPROVAL OF HEALTH AND DENTAL INSURANCE RENEWAL WITH BLUECROSS
BLUESHIELD OF ILLINOIS**

Motion by Jim Beasley to approve the renewal of the BlueCross BlueShield insurance coverage at an overall increase of 6.8% increase including medical, dental, and vision. This increase also includes an enhanced dental and vision plan.

Roll call:

Jim Beasley	yes	Jeff Brown	yes
Bill Hawley	yes	Louis Kalert	yes
Bryan Holthaus	yes	Linda Stover	yes
Laura Wedekemper	yes	Alexis Enke	yes

Motion was approved.

APPROVAL OF CHARTER FOR ART & DESIGN CLUB

Motion by Laura Stover to approve the charter of the Art and Design Club as a recognized KC student club. The new club is a reinstatement of the inactive Art Club with a new name.

Roll call:

Jim Beasley	yes	Jeff Brown	yes
Bill Hawley	yes	Louis Kalert	yes
Bryan Holthaus	yes	Linda Stover	yes
Laura Wedekemper	yes	Alexis Enke	yes

Motion was approved.

**MEMORANDUM REGARDING RECLASSIFICATION OF ASSISTANT PROFESSOR
OF ART POSITION**

Tim Wight has been reclassified from his current professional managerial position of Coordinator of Art Program to Assistant Professor of Art effective summer 2021 at which time the tenure process will begin.

**APPROVAL OF RESIGNATION
ASSISTANT PROFESSOR OF MUSIC**

Motion by Bryan Holthaus to accept the resignation of Stacy Smith, D.M.A. as the Assistant Professor of Music effective July 1, 2021.

Roll call:

Jim Beasley	yes	Jeff Brown	yes
Bill Hawley	yes	Louis Kalert	yes
Bryan Holthaus	yes	Linda Stover	yes
Laura Wedekemper	yes	Alexis Enke	yes

Motion was approved.

**APPROVAL OF RETIREMENT
PROFESSOR OF CHEMISTRY**

Motion by Bryan Holthaus to approve the retirement of Niranjana Goswami as a Professor of Chemistry effective August 1, 2021.

Roll call:

Jim Beasley	yes	Jeff Brown	yes
Bill Hawley	yes	Louis Kalert	yes
Bryan Holthaus	yes	Linda Stover	yes
Laura Wedekemper	yes	Alexis Enke	yes

Motion was approved.

**APPROVAL OF RETIREMENT
ASSISTANT PROFESSOR OF MATHEMATICS**

Motion by Bryan Holthaus to approve the retirement of Wayne Watkins as Professor of Mathematics effective at the end of the spring semester 2022.

Roll call:

Jim Beasley	yes	Jeff Brown	yes
Bill Hawley	yes	Louis Kalert	yes
Bryan Holthaus	yes	Linda Stover	yes
Laura Wedekemper	yes	Alexis Enke	yes

Motion was approved.

**APPROVAL OF RESIGNATION
GRANT ACCOUNTANT**

Motion by Louis Kalert to accept the resignation of Lauri Dougherty as the Grant Accountant effective July 31, 2021.

Roll call:

Jim Beasley	yes	Jeff Brown	yes
Bill Hawley	yes	Louis Kalert	yes
Bryan Holthaus	yes	Linda Stover	yes
Laura Wedekemper	yes	Alexis Enke	yes

Motion was approved.

**APPROVAL OF RESIGNATION
DIRECTOR OF WORKFORCE ENGAGEMENT AND CAREER SERVICES**

Motion by Bryan Holthaus to accept the resignation of Michael Conley as the Director of Workforce Engagement and Career Services effective July 30, 2021.

Roll call:

Jim Beasley	yes	Jeff Brown	yes
Bill Hawley	yes	Louis Kalert	yes
Bryan Holthaus	yes	Linda Stover	yes
Laura Wedekemper	yes	Alexis Enke	yes

Motion was approved.

**APPROVAL OF EMPLOYMENT OF CONSTRUCTION INSTRUCTOR FOR
CENTRALIA CORRECTIONAL CENTER**

Motion by Bryan Holthaus to approve the hire of Chris Wellen as the Centralia Correctional Center Construction Occupations Instructor, effective upon completion of state background check, and contingent upon board approval. His annual base salary would be \$52,500 with eligibility for fringe benefits.

Roll call:

Jim Beasley	yes	Jeff Brown	yes
Bill Hawley	yes	Louis Kalert	yes
Bryan Holthaus	yes	Linda Stover	yes
Laura Wedekemper	yes	Alexis Enke	yes

Motion was approved.

APPROVAL OF EMPLOYMENT OF ASSISTANT PROFESSOR OF PHYSICAL THERAPY ASSISTANT

Motion by Linda Stover to approve the hire of Amy Woltering as the Assistant Professor of Physical Therapy Assistant, with an annual salary of \$57,838 (falling as an MS 8 on the faculty contract), effective August 2, 2021.

Roll call:

Jim Beasley	yes	Jeff Brown	yes
Bill Hawley	yes	Louis Kalert	yes
Bryan Holthaus	yes	Linda Stover	yes
Laura Wedekemper	yes	Alexis Enke	yes

Motion was approved.

APPROVAL OF EMPLOYMENT OF ASSISTANT PROFESSOR OF ENGLISH

Motion by Bryan Holthaus to approve the hire of Lesley Brower as the Assistant Professor of English, with an annual salary of \$64,297 (falling as an MS 13 on the faculty contract), effective starting August 2, 2021.

Roll call:

Jim Beasley	yes	Jeff Brown	yes
Bill Hawley	yes	Louis Kalert	yes
Bryan Holthaus	yes	Linda Stover	yes
Laura Wedekemper	yes	Alexis Enke	yes

Motion was approved.

APPROVAL OF EMPLOYMENT OF ASSISTANT PROFESSOR OF SOCIOLOGY

Motion by Linda Stover to approve the hire of Ryan Norrenberns as the Assistant Professor of Sociology, with an annual salary of \$64,337 (falling as an MS-24 10 on the faculty contract), effective starting August 2, 2021.

Roll call:

Jim Beasley	yes	Jeff Brown	yes
Bill Hawley	yes	Louis Kalert	yes
Bryan Holthaus	yes	Linda Stover	yes
Laura Wedekemper	yes	Alexis Enke	yes

Motion was approved.

APPROVAL OF EMPLOYMENT OF POLICE OFFICER

Motion by Bryan Holthaus to approve the hire of Shawn Richards for the full-time police officer position with a starting salary of \$40,000 effective on August 2, 2021.

Roll call:

Jim Beasley	yes	Jeff Brown	yes
Bill Hawley	yes	Louis Kalert	yes
Bryan Holthaus	yes	Linda Stover	yes
Laura Wedekemper	yes	Alexis Enke	yes

Motion was approved.

APPROVAL OF EMPLOYMENT OF ACADEMIC ADVISOR (REPLACEMENT POSITION)

Motion by Bryan Holthaus to approve the hire of Madison Reuss as full-time Academic Advisor at a salary of \$36,635 with a starting date of August 2, 2021.

Roll call:

Jim Beasley	yes	Jeff Brown	yes
Bill Hawley	yes	Louis Kalert	yes
Bryan Holthaus	yes	Linda Stover	yes
Laura Wedekemper	yes	Alexis Enke	yes

Motion was approved.

APPROVAL OF EMPLOYMENT OF WAREHOUSE & DISTRIBUTION OCCUPATIONS INSTRUCTOR AT CENTRALIA CORRECTIONAL CENTER

Motion by Louis Kalert to approve the search for a Warehouse and Distribution Occupations Instructor for the Centralia Correctional Center, with a salary range of \$48,000-\$52,000 and is grant-funded.

Roll call:

Jim Beasley	yes	Jeff Brown	yes
Bill Hawley	yes	Louis Kalert	yes
Bryan Holthaus	yes	Linda Stover	yes
Laura Wedekemper	yes	Alexis Enke	yes

Motion was approved.

APPROVAL OF EMPLOYMENT OF PLANNING AND PROJECTS ADMINISTRATIVE ASSISTANT

Motion by Bryan Holthaus to approve the hire of Abbie Potter as the full-time Planning and Projects Administrative Assistant, with a starting salary of \$46,000, to begin work on August 16, 2021.

Roll call:

Jim Beasley	yes	Jeff Brown	yes
Bill Hawley	yes	Louis Kalert	yes
Bryan Holthaus	yes	Linda Stover	yes
Laura Wedekemper	yes	Alexis Enke	yes

Motion was approved.

FUTURE AGENDA ITEMS

- A. Employment of Dean of Nursing and Health Sciences
- B. Employment of Director of Equity and Access
- C. Employment of Development and Grant Coordinator

- D. Employment of Information Technology Business Analyst
- E. Employment of Grant & Contract Accountant
- F. Employment of A/R Specialist
- G. Employment of Automotive Work-Based Learning Coordinator
- H. Balanced Scorecard Templates
- I. Resolution for Adoption of the Annual Budget for Fiscal Year 2021-2022
- J. Approval of Vendor to Provide Photo Copier Services
- K. Approval of Vendor for Vending Services
- L. Approval of Bond Refinance for Deferred Maintenance and Campus Improvements
- M. Approval of Assistant Professor of Chemistry
- N. Approval of Student Mental Health Services
- O. Approval of Heating, Ventilation and Air Conditioning Instructor at Centralia Correctional Center (New Position)

TRUSTEE AND PRESIDENT'S COMMENTS AND REPORTS

STUDENT TRUSTEE REPORT, ALEXIS ENKE

Alexis Enke, Student Trustee reported:

- Summer classes ended last week with final exams occurring this week.
- New Student Orientation will be virtual this year.
- Information is being presented to students in a variety of ways.
- Ms. Enke recognized the students graduating from the dental assistant and LPN programs.
- A special enrollment date is set for August 7, 2021 at all Education Centers.
- Events are being planned for the start of fall semester.
- Students are looking forward to fall semester.

PRESIDENT'S COMMENTS

President Evans reported:

- President Evans thanked Judy Hemker and her team on the preparation of the budget. The financial picture last year looked bleak but with federal assistance the College is fiscally sound.
- President Evans will be meeting face to face tomorrow with the lobbyist selected by the review committee which included Bryan Holthaus, Linda Stover, Judy Hemker and George Evans. The procurement of the lobbyist services will give the College more presence in Springfield and help assist the College with possible funding for deferred maintenance and capital projects being discussed. Future meetings with the lobbyist will be scheduled with Board of Trustees involvement.
- The College has been re-engaging the Federal Correctional Institution (FCI) in Greenville with discussions of expanding courses. We are currently working with the FCI to research the possibility of FCI female population attending courses at Greenville Education Center.
- President Evans and Julie Obermark have met with both McKendree University and Greenville University. There will be additional articulation agreements presented to the Board. We anticipate a reduction in rates for students in our district at both universities.

- The Community Engagement Meetings were very well attended. President Evans thanked everyone for attending on behalf of the College and all of the individuals who helped with the presentation. The College received a lot of very good compliments. The meetings were attended by newly-elected officials as well as other members of the communities.
- The College has extended an invitation to the City of Centralia to host the October City Council meeting at the Crisp Technology Center during the month of October. October is manufacturing month and this is a good opportunity for the Board of Trustees to meet with the City of Centralia council members to discuss the programs offered at the College.

In closing remarks Chairman Hawley remarked on the high level of enthusiasm shown by College staff and faculty at the Community Engagement Meetings. The meetings went very well and he heard nothing but comments from the attendees.

Chairman Hawley thanked everyone for their efforts on behalf of the College.

ADJOURNMENT

Motion by Jim Beasley to adjourn. All members voted yes by voice vote. The meeting adjourned at 8:20 p.m.

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College

**RESOLUTION FOR TRANSFER OF WORKING CASH FUND INTEREST
FOR FISCAL YEAR 2022**

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 poor credit ratings (BBB per S & P and Baa2 per Moody's) that are the lowest among our 50 states. The State's unfunded pension liability, backlog of unpaid bills, and outmigration that contributes to a shrinking tax base continue to challenge the State's fiscal stability. Because of the College's reliance on state funding for its operating budget, 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 to the Education Fund to assist in properly funding operations of the College and maintaining adequate financial reserves; and

WHEREAS, the amount of the transfer is estimated at \$2,000 for fiscal year 2022, which is reduced considerably from recent years due to the current interest rate environment; and

THEREFORE BE IT RESOLVED, that the Board of Trustees of Kaskaskia College, Community College District #501 authorizes the Vice President of Administrative Services / Treasurer of Kaskaskia College to transfer investment earnings from the Working Cash Fund to the Education Fund in Fiscal Year 2022.

Dated this 26th day of July 2021

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College

RESOLUTION FOR DISPOSITION OF COLLEGE PROPERTY

WHEREAS, in accordance with the Illinois Public Community College Act, 110 ILCS 805/3-41, the Board is authorized “to sell at private or public sale any personal or real property not needed for community college purposes”; and

WHEREAS, a written accounting of such personal property is identified in the accompanying list of equipment.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Kaskaskia College, Community College District #501, that the equipment listed be declared as “no longer needed for College purposes” and that the College Administration dispose of such equipment in accordance with College Policy #2.6001

Dated this 26th day of July 2021

Chair, Board of Trustees
Kaskaskia College

Secretary, Board of Trustees
Kaskaskia College

INFORMATION TECHNOLOGY EQUIPMENT FOR SALVAGE

ITEM	KC TAG #	MAKE	MODEL	Serial #
Monitor	IT1640	Dell	A00	CN0GP004728727BS243S
Monitor	25835	Dell	P2213t	CN-0FJ44J-74445-43M-BYAS
Monitor	IT1129	Gateway	TFT1980PS+	MWE77 B0N 00927
PC	IT2195	Dell	Optiplex 360	9K6R4J1
PC	IT2193	Dell	Optiplex 360	9K6F4J1
PC	IT2175 / F1075	Dell	Optiplex 360	8XY85J1
PC	IT2531	Dell	Optiplex 360	8VZBDK1
PC	24009 / f1360	Dell	Optiplex 360	3zl5pm1
PC	it2691 / f1277	Dell	Optiplex 360	7jgcpl1
PC	it2076	Dell	Optiplex 360	9k075j1
PC	24174 / G1076	HP	Compaq 6000	2UA1221QLK
Projector	21284	NEC	VT676	6800883FL
Projector	21095	NEC	VT676	6201531FK
Projector	20780	NEC	VT676	4Y09095FK
Projector	IT1800	NEC	VT800	8700910FB