

JOHN A. LOGAN COLLEGE
Carterville, Illinois

Minutes of the regular meeting of the Board of Trustees of Community College District No. 530, Counties of Williamson, Jackson, Franklin, Perry, and Randolph, State of Illinois, held at Carterville, Illinois on Tuesday, July 23, 2019, commencing at 7:00 p.m.

The meeting was called to order by Chair Bill Kilquist.

The Chair directed the recording secretary to call the roll:

Rebecca Borgsmiller	-- present
Ray Hancock	-- present
Mandy Little	-- present
Glenn Poshard	-- present
Jake Rendleman	-- present
Aaron Smith	-- present
Hanna Dobrynski	-- present
Bill Kilquist	-- present

Also present were: Ron House, president; Brad McCormick, vice-president for business services and college facilities; Melanie Pecord, acting vice-president for instructional services, Rhett Barke, legal counsel, Susan May, recording secretary to the Board of Trustees; and other College personnel.

Chair Bill Kilquist led the Board in the Pledge of Allegiance.

MINUTES OF THE REGULAR JUNE BOARD MEETING

Minutes of the regular meeting of June 25, 2019, were previously distributed.

Glenn Poshard and Aaron Smith moved and seconded that the Board of Trustees approve the minutes of the regular meeting of June 25, 2019.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3920)

TREASURER'S AND FINANCIAL REPORT (Appendix I)

The treasurer's and financial report for the period ending May 31, 2019, was previously distributed.

Jake Rendleman and Glenn Poshard moved and seconded that the Board of Trustees approve the treasurer's and financial report for the period ending May 31, 2019.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3921)

EXPENDITURE LIST (Appendix II)

The expenditure list for the period ending June 30, 2019, was previously distributed.

Trustee Rebecca Borgsmiller raised a concern, in relation to Board Policy 7154, Purchasing, regarding expenditures listed for social media marketing. President House responded that the College engaged in social media marketing services on a month-by-month basis until May 31, 2019, and the decision was made to enter into a three-month contract with the vendor for an amount under the threshold of Board Policy 7154. The administration will review the policy and provide additional clarification to the Board.

Mandy Little and Jake Rendleman moved and seconded that the Board of Trustees approve the expenditure list for the period ending June 30, 2019.

Upon roll call, all members present voted yes, with the exception of Trustee Rebecca Borgsmiller, who voted no. Motion carried.

(Resolution #16-3922)

EXECUTIVE SESSION VERBATIM RECORDING FROM MARCH 2, 2016

Chair Bill Kilquist commented on the advisory opinion issued by the Attorney General’s Office that the Board of Trustees violated the Open Meetings Act during a closed session on March 2, 2016. The Attorney General stated that this decision was based upon the bulk of the Board’s closed session discussion that allegedly discussed the riffing of a group of employees in general in lieu of naming specific employees. Chair Kilquist noted that he was the board member referenced in the Attorney General’s letter that criticized the student trustee’s past judgments, and apologized if he overreacted to the extent that his words were offensive. There was additional discussion among the Board regarding this issue.

Jake Rendleman and Aaron Smith moved and seconded that the Board of Trustees release the verbatim recording of the March 2, 2016, closed session meeting in accordance to the advisory opinion of the Attorney General’s Office.

Upon roll call, all members present voted yes. Motion carried.

(Resolution #16-3923)

RECOGNITION OF GUESTS – None.

OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS

Three individuals expressed comments to the Board in relation to the March 2, 2016, closed session meeting.

BOARD OF TRUSTEES REPORTS

A. Comments by Board Chair – No comments.

B. Athletics Advisory Committee

Trustee Bill Kilquist reported that the Athletic Advisory Committee, consisting of Trustees Kilquist and Rendleman and President House, met with Athletic Director Greg Starrick. Mr. Starrick reported that the women’s volleyball team was named NJCAA Region 24 champs and won the Great Rivers Athletic Conference for a second straight year. John A. Logan College baseball was third in

the nation with a 44-13 record. Fifteen baseball athletes signed a letter of intent to four-year institutions, and seven players were drafted in the major leagues. Men's basketball was third in the nation with a record of 27-5 and had the highest GPA for men's basketball (3.0+). A member of the men's basketball team was invited to compete for Team USA in Colorado Springs. Events are recorded live on Facebook and have had up to 5,000 views. The recent Athletic fundraiser held in Marion was a huge success and generated approximately \$10,000. Trustee Hancock commented that the Athletic Department has been successful in raising money to offset the cost of housing for athletes.

C. Building, Grounds, and Safety Committee – No report.

D. Board Policy Committee

Trustee Mandy Little reported that the committee would meet on August 2.

E. Budget and Finance Committee

The Budget and Finance Committee, consisting of Trustees Glenn Poshard and Aaron Smith met with Vice-President McCormick, President House, and Stacy Buckingham to review the tentative budget for 2019-2020. Trustee Poshard reported the following highlights of the budget: 1) the FY2020 budget includes an increase of approximately \$1 million in the ICCB Operating Revenue; 2) tuition and fee revenues have remained virtually flat for the past three years, and the FY2020 projection also includes flat tuition and fees; 3) the administration will work with the Budget and Finance Committee to prepare a recommendation for tuition and fees for 2021; 4) property tax growth for the district is anticipated to be less than one percent; 5) the FY2020 budget contains no dependence on working cash funds; 6) the FY2020 budget includes an estimated \$1.8 million deficit if all budgeted items are spent; however, after factoring in the historical underspend, the conservative FY2020 outcome includes an estimated deficit of \$270,000. Vice-President McCormick added that the FY2019 budget included a deficit of \$1.4 million with the assumption of spending all budgeted items; however the College anticipates ending FY2019 with a surplus of \$100,000; 7) at the end of 2020, the reserves in the Operating Funds 1 and 2 are expected to be 28-33 percent of the annual operating expense. The fund balance goal for operating funds expressed in administrative procedure is set at 25-50 percent of the annual operating expenditures, and 8) this is an accurate budget. Last year the Board was advised of an intended outcome of a \$50,000 surplus for FY2019, and the College is on target to finish slightly above that estimate with a surplus of approximately \$100,000. This surplus is calculated after transferring \$600,000 to the Restricted Building Fund to help with upcoming construction projects. Vice-President McCormick added that the FY2019 budget contained a transfer of \$200,000 into the Restricted Building Fund, which historically has been the standard transfer. The FY2019 end result was sufficient to increase this transfer, and with approximately \$1.9 million construction projects included in the FY2020 budget, the administration wanted to be proactive in designating \$600,000 to the Restricted Building Fund.

F. Integrated Technology Committee

Trustee Ray Hancock reported that enrollment and the connection of technology to enrollment were some of the topics discussed among the members of the IT Committee. Student portals are being upgraded, and it is anticipated that Jenzebar ONE will be in place in September. Dual credit Spanish courses are being taught via video conferencing in Trico, Elverado, and Crab Orchard high schools. The IT staff are reviewing the FY2020 budget for implementation of new items as funds become available.

G. Illinois Community College Trustees Association (ICCTA)

Trustee Mandy Little reported that the next ICCTA meeting will be held in Springfield on September 13. The Trustees Association will hold their Executive Committee Retreat at the Robert L. Mees Center on the John A. Logan College campus on August 2 and 3. It has been approximately 20 years since the retreat has been hosted this far south, and Ms. Little reported that they anticipate the attendance to be at 90 percent of the Executive Board members.

H. John A. Logan College Foundation

Trustee Jake Rendleman reported that the Foundation had received \$28,405 to date for the 42nd Annual Golf Classic, with \$22,800 of this amount for sponsorships. Currently, 29 teams have registered for the event, and they have received 28 hole sponsorships.

I. Student Trustee

Student Trustee Hanna Dobrynski reported that the Logan Defenders finished eighth out of 21 teams in the nation at the Wicked6 competition. Nineteen kids attended a Cyber Camp for Kids sponsored by the YODA Club this summer.

GROUP/ASSOCIATION REPORTS

A. Faculty Association Report

Association President Robert McKenzie thanked the Board for their decision to release the recordings of March 2, 2016, and reported that the Association had reached a tentative agreement with the administration for a contract to be presented to the Board in August.

B. Term Faculty Association Report

Association President Michele Howerton-Vargas also thanked the Board for their decision to release the recordings and stated that they are near a tentative agreement with the administration.

C. Logan Operational Staff Association Report

Association President Tracie Zoller reported that three of the five preschool employees laid off had been hired back. She thanked the administration for working with the association through this process.

OFFICERS' REPORTS

Phi Theta Kappa Awards

Acting Vice-President Melanie Pecord reported that the Phi Theta Kappa Honor Society received the Top 40 Chapter Award out of 1,300 chapters worldwide and was awarded the #2 chapter out of 56 chapters in Illinois. She thanked PTK Advisor Adrienne Barkley Giffin for her dedication to the students.

CONSENT AGENDA

A. Renewal of College Insurance Package (Appendix III)

President House recommended that the Board of Trustees approve the insurance renewal package offered by AssuredPartners for the policy period of August 15, 2019 to August 15, 2020. The total annual premium of \$404,635, includes a 5.8 percent reduction in cost with no reduction in coverage.

Glenn Poshard and Mandy Little moved and seconded that the Board of Trustees approve the insurance renewal package in the amount of \$404,635 offered by AssuredPartners effective August 15, 2019, to August 15, 2020.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-3924)

NEW BUSINESS

A. Amendment to Solar Power Purchase Agreement (Appendix IV)

President House recommended that the Board of Trustees approve an amendment to the Solar Power Purchase Agreement with Shine Development Partners to change the language in the agreement from “site license” to “site lease.”

Aaron Smith and Ray Hancock moved and seconded that the Board of Trustees approve the amendment to the Solar Power Purchase Agreement with Shine Development Partners.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3925)

B. Capital Development Board Contributory Trust Agreement – Pedestrian Pathway (Appendix V)

President House recommended that the Board of Trustees approve the trust agreement required by the Illinois Capital Development Board and approve a deposit of \$255,000 from the restricted building fund as the local share (25%) of the pedestrian pathway project. The architect and engineering services will be selected by the Illinois Capital Development Board.

Jake Rendleman and Mandy Little moved and seconded that the Board of Trustees approve the Capital Development Board Contributory Trust Agreement and the deposit of \$255,000 from the restricted building fund for the local share of the project.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-3926)

C. Tentative Budget for FY2020 (Appendix VI)

President House recommended that the Board of Trustees approve the tentative budget for 2019-2020 (FY2020) and authorize the tentative budget be made available for public inspection; and adopt the Resolution and Notice of Public Hearing and authorize the administration to meet all legal requirements concerning the adoption of the tentative budget.

RESOLUTION

BE IT RESOLVED that the Board of Trustees of John A. Logan College, Community College District No. 530, in the counties of Franklin, Jackson, Perry, Randolph and Williamson, and State of Illinois hereby adopt the period from July 1 through June 30 as the official fiscal year of the College for the purposes of budgeting and fiscal reporting, and

BE IT FURTHER RESOLVED that the Board of Trustees of John A. Logan College, Community College District No. 530, hereby authorize and instruct Ron House, President, to prepare in tentative form a budget for the fiscal year beginning July 1, 2019, and ending June 30, 2020.

BE IT ALSO RESOLVED that the Board of Trustees of John A. Logan College, Community College District No. 530 authorize and instruct the Secretary of the Board to publish a notice that the tentative budget is available for public inspection on the College campus and on the College's website during the time and on the date therein specified in the following newspaper in the district:

Southern Illinoisan
710 North Illinois
Carbondale, IL 62901

AND BE IT FURTHER RESOLVED by the Board of Trustees of John A. Logan College, Community College District No. 530 that such notice be in the following form:

NOTICE OF PUBLIC HEARING

Notice is hereby given by the Board of Trustees of John A. Logan College, Community College District No. 530, in the counties of Franklin, Jackson, Perry, Randolph and Williamson, and State of Illinois, that the tentative budget for said community college district for the fiscal year beginning July 1, 2019, will be on file and conveniently available for public inspection at the office of the Vice-President for Business Services and College Facilities, Administration Building, on the John A. Logan College campus, Carterville, Illinois, in this community college district, and on the College's website from and after 8:00 a.m. on the 24th day of July, 2019, through 7:00 p.m. on the 27th day of August, 2019. Notice is further given that a public hearing on said budget will be held at 6:30 p.m. on the 27th day of August, in the Board of Trustees Conference Room, Administration Building, John A. Logan College, Carterville, IL, in Community College District No. 530.

Dated this 23rd day of July 2019 by the Board of Trustees of Community College District No. 530 in the counties of Franklin, Jackson, Perry, Randolph and Williamson, and State of Illinois.

Mandy Little and Glenn Poshard moved and seconded that the Board of Trustees approve the tentative budget for FY2020, adopt the Resolution and Notice of Public Hearing, and authorize the administration to meet all legal requirements concerning the adoption of the tentative budget.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-3927)

D. Personnel

Operational Staff

President House recommended that Emily Monti be employed as a full-time, grade V, administrative assistant V (workforce development and adult education) at John A. Logan College.

Mandy Little and Aaron Smith moved and seconded that the Board of Trustees approve the employment of Emily Monti as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3928)

President House recommended that Alix Johnson be ratified as a full-time, grade III, admissions specialist III at John A. Logan College effective July 16, 2019.

Jake Rendleman and Mandy Little moved and seconded that the Board of Trustees approve the employment of Alix Johnson as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3929)

President House recommended that Robin Humphries be ratified as a full-time, grade III, learning resources clerk III at John A. Logan College effective July 1, 2019.

Glenn Poshard and Mandy Little moved and seconded that the Board of Trustees approve the ratification of Robin Humphries as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3930)

President House recommended that Tracie Griffith be employed as a full-time, grade III administrative assistant (workforce development and adult education) at John A. Logan College effective August 1, 2019.

Mandy Little and Glenn Poshard moved and seconded that the Board of Trustees approve the employment of Tracie Griffith as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3931)

Full-Time Faculty

President House reported that the recommendation for the full-time computer information systems instructor was pulled from the agenda.

President House recommended that Brian Stanfield be employed as a full-time, tenure track faculty, philosophy instructor at John A. Logan College effective fall 2019.

Glenn Poshard and Jake Rendleman moved and seconded that the Board of Trustees approve the employment of Brian Stanfield as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3932)

Term Faculty

President House recommended that Levi Ford be employed as a part-time instructor of diagnostic medical sonography at John A. Logan College effective August 14, 2019.

President House recommended that Karen Kasban be ratified as a part-time instructor of diagnostic medical sonography at John A. Logan College effective June 10, 2019.

President House recommended that Errol Mandrell be employed as a part-time instructor of heating and air conditioning at John A. Logan College effective August 14, 2019.

President House recommended that Sandy Payne be employed as a part-time instructor of communications at John A. Logan College effective August 14, 2019.

President House recommended that Ethan Stephenson be employed as a part-time instructor of English at John A. Logan College effective August 14, 2019.

Aaron Smith and Mandy Little moved and seconded that the Board of Trustees approve the term faculty as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3933)

Community Education Staff

President House recommended that Sherie McCormick be employed as a substitute SilverSneakers instructor at John A. Logan College effective August 1, 2019.

Jake Rendleman and Glenn Poshard moved and seconded that the Board of Trustees approve the Community Education staff as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3934)

Non-Teaching Professional Grant Staff

President House recommended that Abigail Wheatley be employed as a full-time, grade III, transfer specialist/advisor at John A. Logan College.

Aaron Smith and Jake Rendleman moved and seconded that the Board of Trustees approve the employment of Abigail Wheatley as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3935)

Volunteer Personnel

President House recommended the appointment of volunteer Joshua Oswald for literacy.

Jake Rendleman and Mandy Little moved and seconded that the Board of Trustees approve the appointment of volunteer personnel as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3936)

Approval of Academic Rank

President House recommended that the Board of Trustees approve the academic rank of professor for full-time nursing instructor Pam Hays.

Jake Rendleman and Mandy Little moved and seconded that the Board of Trustees approve the academic rank as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3937)

Resignations/Retirements

President House recommended that the Board of Trustees accept the following retirement requests:

- (1) Lauralyn Cima, director of curriculum, instruction, and compliance, effective June 1, 2020.
- (2) Frances Cobb, copy center/mailroom clerk II, effective September 1, 2020.
- (3) Kay Fleming, dean of workforce development and adult education, effective August 1, 2020.
- (4) Tim Gibson, director of building and grounds, effective May 1, 2020.
- (5) Mike Maeser, coordinator of occupational health and safety training, effective June 1, 2020.
- (6) Brad McCormick, vice president for business services & college facilities, effective January 1, 2021.

President House recommended that the Board of Trustees accept the resignation of Missy Inman, administrative assistant V (Information Technology), effective August 1, 2019.

Jake Rendleman and Mandy Little moved and seconded that the Board of Trustees accept the retirement requests and resignation as recommended.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3938)

ANNOUNCEMENTS

Trustee Mandy Little extended an invitation to the officers of Student Senate to attend the ICCTA Executive Retreat luncheon.

ADJOURNMENT

Glenn Poshard and Mandy Little moved and seconded that the regular meeting of the Board of Trustees be adjourned.

A voice vote showed all in favor. Motion carried.
(Resolution #16-3939)

The meeting was duly adjourned at 8:36 p.m.

Respectfully submitted: Susan May, Recording Secretary to the Board of Trustees



William J. Kilquist, Chair



Jake Rendleman, Secretary