

**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, November 26, 2019, commencing at 7:00 p.m.

The meeting was called to order by Acting Chair Mandy Little.

The Acting 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       | -- not present |

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

Trustee Little led the Board in the Pledge of Allegiance.

**MINUTES OF THE OCTOBER REGULAR MEETING**

Minutes of the October 22, 2019, regular meeting were previously distributed.

Glenn Poshard and Aaron Smith moved and seconded that the Board of Trustees approve the minutes of the October 22, 2019, regular meeting.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-4004)

**TREASURER'S AND FINANCIAL REPORT (Appendix I)**

The treasurer's and financial report for the period ending September 30, 2019, was previously distributed.

Glenn Poshard and Aaron Smith moved and seconded that the Board of Trustees approve the treasurer's and financial report for the period ending September 30, 2019.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-4005)

**EXPENDITURE LIST (Appendix II)**

The expenditure list for the period ending October 31, 2019, was previously distributed.

Ray Hancock and Glenn Poshard moved and seconded that the Board of Trustees approve the expenditure list for the period ending October 31, 2019.

Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-4006)

**RECOGNITION OF GUESTS**

None.

**OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS**

None.

**BOARD OF TRUSTEES REPORTS**

**A. Comments by Acting Board Chair**

Acting Chair Mandy Little expressed her appreciation to faculty, staff, and students for their commitment to John A. Logan College.

**B. Athletics Advisory Committee**

Trustee Jake Rendleman commended Logan Volleyball Coach Bill Burnside for another successful season. The team was undefeated in the Great Rivers Athletic Conference and claimed the NJCAA Region 24 Title.

**C. Building, Grounds, and Safety Committee**

No report.

**D. Board Policy Committee**

No report.

**E. Budget and Finance Committee**

Trustee Glenn Poshard reported that the Board Finance Committee met in November to review the 2019 tax levy. The proposed tax levy rate is a mill rate of 62.3 cents, compared to 62.6 cents last year, and since 2015, the tax rate has varied less than 1 cent. The total tax extension included in the tax levy resolution is \$12,616,199 and, depending upon property value growth, may yield an additional \$100,000 - \$200,000 in additional revenue for the 2121 fiscal year.

The administration shared the need for the Board to consider a multi-year tuition increase at the January 2020 board meeting. Currently, John A. Logan College has the lowest combined tuition and fee rate in the state of Illinois and is \$27 below the average. The administration will meet with the Student Senate in December and share a proposal with supporting information to the Board of Trustees in January.

**F. Integrated Technology Committee**

Trustee Rebecca Borgsmiller reported that the Educational Technology Committee is conducting evaluations of classrooms to ensure the design and equipment are conducive to the needs of faculty and students. The Administrative Systems Committee paired down its membership and will be reviewing the committee's mission statement.

**G. Illinois Community College Trustees Association (ICCTA)**

Trustee Mandy Little distributed a copy of the ICCTA 2020 Legislative Goals that were adopted by the Board of Representatives at the November ICCTA meeting. There was discussion regarding proposed House Bill 3944 that requires the student member of Lewis & Clark Community College District No. 536 to be a voting student member. This legislation would also permit the board of trustees of any other community college districts to elect to allow a student member to be a voting student member. Lt. Governor Juliana Stratton provided the keynote address and pledged to work with community colleges to propel higher education into the future. Trustees Mandy Little, Glenn Poshard, and Aaron Smith will be attending the ACCT Legislative Summit in Washington, DC, in February 2020, and the next ICCTA meeting will be held on March 13-14, in Normal, IL. Trustee Jake Rendleman commented on the letter to the editor in *The Southern* submitted by ICCTA Executive Director Jim Reed, commending Ms. Little for her work at the regional and state level. Trustee Rendleman attended the Southeast Regional Trustees meeting at Shawnee Community College in October and encouraged members to make plans to attend the next meeting in the spring.

**H. John A. Logan College Foundation**

Trustee Jake Rendleman reported that the Foundation Grant Committee had met to review and award campus grants for the fall semester. Many applications were received from faculty, staff, and club members.

**I. Student Trustee**

Student Trustee Hanna Dobrynski reported that the Logan Defenders competed at Argonne National Laboratories and placed second among community colleges in the state. The Scholar Bowl Team placed fourth out of eight teams in their first competition of the season. Winners of the Thanksgiving Food Drive contest included Phi Theta Kappa for collecting the most food and the Practical Nursing Club for the best-decorated box. The food collected was distributed among seven families. Student Senate will be selling raffle tickets for six free credit hours and will donate the proceeds to the Angel Tree drive.

**GROUP/ASSOCIATION REPORTS**

**A. Faculty Association Report**

Association President Robert McKenzie noted that two of the Foundation Grant Applications awarded were submitted by the new physics instructor, Dr. Jared Burde.

**B. Adjunct Faculty Association Report**

No report.

**C. Logan Operational Staff Association Report**

No report.

**OFFICERS' REPORTS**

**Instructional and Student Services Report**

Vice President Pecord reported that visits to district high schools were conducted in November, spring advisement is underway, and new program offerings are being evaluated.

**Facility Updates**

Vice-President McCormick reported that 20 construction or renovation projects are currently at some phase of development on campus. Most projects should be completed within a year, and all projects will be completed within three years.

**Design Standards**

Vice-President McCormick reported that design standards recommended by the College architect and Business Advisory Committee were displayed for employees and the Board of Trustees. Many of the recommended materials were utilized in the recent coffee shop renovation.

**Solar Project**

Vice-President McCormick displayed drone footage of the solar project for the Board. He thanked Trustees Hancock and Rendleman for attending the lunch and learn that was held on campus last week regarding this project. A ribbon-cutting ceremony will be scheduled in the near future.

**Comments from President Ron House**

President House presented a statue to Acting Chair Mandy Little for the Phi Theta Kappa Board of Trustees Excellence Award. John A. Logan College was one of only four community colleges throughout the United States to receive this prestigious award. This award, nominated by PTK Advisor Adrienne Barkley Giffin, represents the only national recognition the Board has received.

**CONSENT AGENDA**

**A. Protection, Health, and Safety Projects (Appendices III – VII)**

Vice-President McCormick reported that after a detailed review of the PHS projects with the director of accounting services, it was determined that it was not feasible to do all projects as presented in the board packet. The administration would like to remove two projects from the recommendation, which are not urgent at this time: 1) HVAC upgrades to various areas of campus (Appendix V), and 2) Kitchen walk-in cooler and freezer replacement (Appendix VI).

Revisions to the funding source on two of the three remaining projects are noted below:

**Biology Lab and Prep Room Renovation and AHU#7 Replacement (Appendix III)**

*Change funding source from “Available Fund Balance – Restricted Fund” to “Protection, Health, and Safety Tax Levy 2020 and Available Fund Balance – Restricted Fund.”*

**Conference Center Courtyard Renovations/Campus-wide Railings and Retaining Wall Work (Appendix IV)**

*Change funding source from “Available Fund Balance – Restricted Fund” to “Protection, Health, and Safety Tax Levy 2020 and Available Fund Balance – Restricted Fund.”*

**Conference Center Window and Wall Replacements (Appendix VII)**

*There are no changes to this project.*

President House recommended that the Board of Trustees approve the protection, health, and safety projects represented in Appendices III, IV, and VII with funding source revisions noted for Appendices III and IV.

Jake Rendleman and Glenn Poshard moved and seconded that the Board of Trustees approve the Consent Agenda Item A, including protection, health, and safety projects represented in Appendices III, IV, and VII with revisions noted.

Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-4007)

**NEW BUSINESS**

**A. Award of Contract for Digital Sign Replacement (Appendix VIII)**

President House recommended that the Board of Trustees award the contract for the digital sign replacement to T-Ham Sign, Inc., for Option #2, in the amount of \$57,256.54.

Aaron Smith and Jake Rendleman moved and seconded that the Board of Trustees award the contract for the digital sign replacement to T-Ham Sign, Inc., for Option #2, in the amount of \$57,256.54.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-4008)

**B. Adoption of 2019 Tax Levy**

President House recommended that the Board of Trustees adopt the resolution certifying the tax levy for Community College District No. 530 and that certificates of tax levy be properly filed so taxes can be extended and collected by the County Clerks.

**JOHN A. LOGAN COLLEGE**  
Carterville, IL 62918  
**TAX LEVY RESOLUTION**

BE IT RESOLVED BY THE Board of Trustees of Community College District No. 530, counties of Williamson, Jackson, Franklin, Randolph and Perry, and the State of Illinois, that all legal requirements have been complied with, and said Community College District No. 530 requires the following tax levy: That **\$6,080,000** be levied as a tax for educational purposes; that **\$1,013,000** be levied as a tax for operations and maintenance purposes; that **\$1,558,000** be levied as a special tax for purposes of the Local Governmental and Governmental Employees Tort Immunity Act; that **\$342,000** be levied as a special tax for Social Security and Medicare insurance purposes; that **\$50,000** be levied as a special tax for audit purposes; and that **\$842,315** be levied as a special tax for protection, health, and safety purposes, for a total of **\$9,885,315** on an equalized assessed valuation of **the taxable properties of said District for the year 2019 to be collected in the year 2020; and that the levy for the year 2019 be allocated for Fiscal Year 2021.** This represents a **3.51% increase** over the prior year. Due to the proposal being less than a 5.00% aggregate increase, a public hearing was not necessary to approve the proposed tax levy.

The estimated property taxes to be levied for debt service and public building commission leases **for 2019 are \$2,730,884.** The estimated total property taxes to be levied **for 2019 are \$12,616,199.**

BE IT FURTHER RESOLVED that the secretary or his or her designee, of said Board of Trustees of Community College District No. 530 is hereby authorized and instructed to file certificates of tax levy in accordance with Chapter 122, Section 103.20.5 of the Revised Statutes of the State of Illinois with the County Clerks of Williamson, Jackson, Franklin, Randolph and Perry Counties, State of Illinois.

I HEREBY CERTIFY that the above Tax Levy Resolution was approved in public session by the John A. Logan College Board of Trustees, Community College District No. 530, meeting in regular session on November 26, 2019. FURTHERMORE, I CERTIFY that all provisions of Public Act 82-102 have been met, particularly Sections 4 through 7 of Public Act 82-102.

Aaron Smith and Jake Rendleman moved and seconded that the Board of Trustees adopt the resolution certifying the tax levy for Community College District No. 530 and that certificates of tax levy be properly filed so taxes can be extended and collected by the County Clerks.

Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-4009)

## **C. Personnel**

### **Operational Staff**

President House recommended that Jenifer Rongey be employed as a full-time, grade IV, administrative assistant (associate dean of career and technical education).

Aaron Smith and Glenn Poshard moved and seconded that the Board of Trustees approve the employment of the full-time, grade IV, administrative assistant as recommended.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-4010)

President House recommended that Hayleigh Heins be employed as a full-time, grade III, administrative assistant (director of business and industry).

Glenn Poshard and Aaron Smith moved and seconded that the Board of Trustees approve the employment of the full-time, grade III, administrative assistant as recommended.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-4011)

President House recommended that Cymber Arnold be ratified as a part-time lifeguard, effective November 11, 2019.

Jake Rendleman and Aaron Smith moved and seconded that the Board of Trustees approve the ratification of the part-time lifeguard as recommended.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-4012)

### **Maintenance/Building Staff**

President House pulled the recommendation for the full-time custodian from the agenda, stating that the candidate withdrew their application at the last minute.

### **Non-Teaching Professional Staff**

President House recommended that Kendra Barnes be employed as a full-time, grade III, coordinator of student financial assistance.

Glenn Poshard and Aaron Smith moved and seconded that the Board of Trustees approve the employment of the full-time, grade III, coordinator of student financial assistance as recommended.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-4013)

President House recommended that Kem Pinto be ratified as a part-time, stipend, coordinator of international education, effective August 14, 2019.

Jake Rendleman and Aaron Smith moved and seconded that the Board of Trustees ratify the part-time, stipend, coordinator of international education as recommended.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-4014)

### **Adjunct Faculty**

President House recommended that Bobby Anderson be employed as a part-time instructor of nursing, effective January 13, 2020.

President House recommended that Allison Cox be employed as a part-time instructor of nursing, effective February 5, 2020.

President House recommended that Dianne Gaertner be ratified as a part-time instructor of allied health, effective October 14, 2019.

President House recommended that Deborah Mings be employed as a part-time instructor of nursing, effective January 13, 2020.

President House recommended that Kaylee Smith be employed as a part-time instructor of orientation, effective January 13, 2020.

President House recommended that Abigail Wheatley be employed as a part-time instructor of orientation, effective January 13, 2020.

President House recommended that Whitney Winemiller be employed as a part-time instructor of nursing, effective January 13, 2020.

Aaron Smith and Jake Rendleman moved and seconded that the Board of Trustees approve the adjunct faculty as recommended.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-4015)

### **Community Education Staff**

President House recommended that Cymber Arnold be ratified as a Swim Lessons instructor, effective November 11, 2019.

President House recommended that Wivine Beeldens be ratified as a French for Beginners/Travelers instructor, effective September 12, 2019.

President House recommended that Meagan Carmon be ratified as a Cyber Patriot instructor, effective October 24, 2019.



Aaron Smith and Ray Hancock 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 #16-4016)

### **Workforce Development Staff**

President House recommended that Jeffrey Pickens be employed as a Highway Construction Careers Training Program instructor, effective January 6, 2020.

President House recommended that Jason Rix be ratified as a Machine Tool instructor, effective November 1, 2019.

President House recommended that Ashley Smith be ratified as a CPR instructor, effective November 1, 2019.

Aaron Smith and Glenn Poshard moved and seconded that the Board of Trustees approve the workforce development staff as recommended.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-4017)

### **Non-Teaching Professional Grant Staff**

President House recommended that Leslie Smith be employed as a part-time, grade III, Perkins advisor/counselor.

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

A voice vote showed all in favor. Motion carried.  
(Resolution #16-4018)

President House recommended that Joshua Carrington be ratified as a part-time, stipend, dual credit classroom monitor, effective August 14, 2019.

President House recommended that Robert Ray be ratified as a part-time, stipend, dual credit classroom monitor, effective August 14, 2019.

President House recommended that Tyson Travelstead be ratified as a part-time, stipend, dual credit classroom monitor, effective August 14, 2019.

Glenn Poshard and Jake Rendleman moved and seconded that the Board of Trustees approve the stipend dual credit classroom monitors as recommended.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-4019)

### **Retirements/Resignations**

President House recommended that the Board of Trustees accept the retirement request of Dr. Clay Brewer, executive director of human resources, effective May 1, 2021.

Jake Rendleman and Ray Hancock moved and seconded that the Board of Trustees accept the retirement request as recommended.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-4020)

President House recommended that the Board of Trustees accept the following resignations:

- a) Donna Farris, associate degree nursing Instructor, effective October 29, 2019.
- b) Kris Kilpatrick, associate director of payroll services, effective November 29, 2019.
- c) Traci Weissmueller, Perkins support coordinator, effective November 6, 2019.

Jake Rendleman and Aaron Smith moved and seconded that the Board of Trustees accept the resignations as recommended.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-4021)

### **ANNOUNCEMENTS**

None.

### **ADJOURNMENT**

Glenn Poshard and Jake Rendleman moved and seconded that the regular meeting of the Board of Trustees be adjourned.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-4022)

The meeting was duly adjourned at 8:03 p.m.

Respectfully submitted by Susan May, Recording Secretary for the Board of Trustees.

William J. Kilquist, Board Chair

Jacob "Jake" Rendleman, Board Secretary