

**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, June 25, 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 instruction, 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 MAY BOARD MEETING**

Minutes of the regular meeting of May 28, 2019, were previously distributed.

Aaron Smith and Mandy Little moved and seconded that the Board of Trustees approve the minutes of the regular meeting of May 28, 2019.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3902)

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

The treasurer's and financial report for the period ending April 30, 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 April 30, 2019.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3903)

## **EXPENDITURE LIST (Appendix II)**

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

Glenn Poshard and Mandy Little moved and seconded that the Board of Trustees approve the expenditure list for the period ending May 31, 2019.

Upon roll call, all members present voted yes; with the exception of Trustee Rebecca Borgsmiller, who voted no. Motion carried.  
(Resolution #16-3904)

## **RECOGNITION OF GUESTS**

Trustee Ray Hancock recognized his wife, Elizabeth Ruth Hancock, who was in the audience.

## **OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS**

Illinois Education Association Director Brett Seferian commented regarding the recent layoffs of the Logan Preschool staff and expressed his desire to see the Board recall the five LOSA employees. President Ron House noted that the administration is currently reviewing positions that may result in recalling all or part of these individuals.

## **BOARD OF TRUSTEES REPORTS**

### **A. Comments by Board Chair**

Board Chair Bill Kilquist commented on the letter received from the Attorney General's Office on June 13, 2019, issuing an advisory opinion regarding the closed session of March 2, 2016. Chair Kilquist recommended that the document be reviewed by the Board's attorney to provide a legal opinion to the Board. He commented that there was not enough time to obtain a legal opinion prior to the June meeting, but would include this on the July agenda should the Board desire to do so.

Rebecca Borgsmiller and Aaron Smith moved and seconded that the Board of Trustees receive the legal opinion at the regular meeting in July concerning the advisory opinion received from the Office of the Attorney General regarding the closed session of March 2, 2016.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3905)

There was additional discussion regarding the timing of the notification of the Attorney General's letter to the full board. Trustee Aaron Smith reiterated that a document of this importance needs to be something that is part of the flow of information in order for the Board as a whole to be aware of what is going on. President House noted that there is a process and procedure in place for dealing with issues of this nature, which begins with the leadership of the Board and the attorney.

### **B. Athletics Advisory Committee** – No report.

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

Trustee Jake Rendleman reported that the committee met and reviewed the capital project list for FY2020, which totals \$1.9 million and will be funded through multiple sources. The recommendation of the committee is that the Board approve the projects for inclusion in the FY2020 budget. Trustee

Rendleman stated that the Government Relations Committee reported that the timeliness of this funding is uncertain and dependent on the sources of revenue. Projects to be included in the Resource Allocation and Management Plan (RAMP) document submitted to the Illinois Community College Board (ICCB) include the resurfacing of parking lots “A” and “C” and adjacent roadways. ICCB has delayed RAMP applications until the Fall 2019 semester. Vice-President McCormick will serve on the ICCB committee established for the purpose of evaluating the capital project selection process.

**D. Board Policy Committee**

Trustee Mandy Little reported that the committee would schedule a meeting in August.

**E. Budget and Finance Committee – No report.**

**F. Integrated Technology Committee**

Trustee Rebecca Borgsmiller was unable to attend the meeting but shared highlights reported in the minutes. Jenzabar One was the focus at the Jenzabar JAM Conference recently attended by a number of College employees. Phone charging stations are all in place, the Proctor U software will be piloted during fall and spring semesters, and a copier was replaced in the Library due to PCI compliance issues. There was additional discussion regarding the projects that will utilize funds received from technology fees and updates to the payroll system currently being used by the College.

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

Trustee Mandy Little reported that the College’s ICCTA outstanding faculty nominees attended the annual banquet in Itasca, IL. The new executive director Jim Reed will begin his term as the sixth executive director of ICCTA on July 15. Mandy Little was selected to serve as the secretary of ICCTA for 2019-2020. Some of the highlights of the legislative update included a five percent increase in funding for public community colleges and universities and a \$50 million increase in MAP grants.

Trustee Jake Rendleman congratulated Mandy on her appointment as the new ICCTA secretary and commended her service as chairman of the ICCTA Awards Committee this year. Mr. Rendleman referred to a condensed version of the 2019 Legislative Report that was prepared by Jessica Nardulli and Tom Ryder and added that the four-hour trustee training delivered at the ICCTA meeting was very worthwhile. A DVD of this training will be made available for trustees who were unable to attend.

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

Trustee Jake Rendleman reported that a Use of Force Simulation was presented to the Foundation Board by Brennan Stover, full-time criminal justice instructor. This equipment is one example of the grants funded by the Foundation for faculty and staff projects and demonstrates the importance of fundraising events for the Foundation. The 42<sup>nd</sup> Annual Foundation Golf Classic, including morning and afternoon golf, will be held on Friday, August 9. The Foundation Buffalo Tro will be held on September 27. This date is the Friday before the Southern Illinois Hunting and Fishing Days weekend at the College. Buck Skinners Village will be set up that evening and include stories from individuals on the history of the Buffalo Tro.

**I. Student Trustee**

Student Trustee Hanna Dobrynski reported that Student Activities sponsored a blood drive and Summer Pop’s Concert this summer. The Cyber Security team will compete in a Wicked6 competition,

and individuals from Waubensee Community College were on campus to view our cybersecurity program and discuss their application to become a Center of Academic Excellence 2-Year (CAE2Y) College.

### **GROUP/ASSOCIATION REPORTS**

- A. **Faculty Association Report** – No report.
- B. **Term Faculty Association Report** – No report.
- C. **Logan Operational Staff Association Report** – No report.

### **OFFICERS' REPORTS**

#### **GED Graduation Ceremony**

Acting Vice-President Melanie Pecord commended Dean Kay Fleming and her staff for their work in preparing for the GED graduation ceremony.

#### **Capital Project Update**

Vice-President McCormick stated that John A. Logan College is included on the Illinois Community College Board FY2020 capital project list for approximately \$3.8 million to construct a west-side lobby expansion. Mr. McCormick displayed a tentative sketch of the renovation, which would provide an enclosed gathering space in the courtyard area and a connecting corridor to the Administration Building. The timeline for this project is not known at this time. These projects were discussed in the seven facility master planning sessions, and the Campus Master Planning Committee will develop more specifics related to this project for presentation to the Board.

#### **Pedestrian Pathway**

The pedestrian pathway project includes a sidewalk connecting the west entrance of the College to the Logan Fitness Center, SIH Clinic, and athletic fields and will be funded through a deferred maintenance grant that has already been released by the Capital Development Board. This project includes \$765,000 state share with another \$255,000 local share, which is depicted in the capital project list included in the board packet. Part of this project includes the relocation of the McCabe Bell Tower that will create a gathering area between the Logan Fitness facility and west entrance to the building. Vice President McCormick has engaged the architect firm to create a rendering of that pathway including the bell tower.

#### **Insurance Update**

An insurance package will be brought to the Board for approval in July. In September, the College will conduct a request for qualifications for insurance brokerage services and include the Board Finance Committee in providing a recommendation to the Board.

#### **Comments from President House**

President House reported that full-time faculty member Marilyn Toliver was honored by the ICCB and IBHE for her work in Early Childhood Education and Development. He also noted that Melanie Pecord defended her dissertation last week and is now Dr. Melanie Pecord.

## **CONSENT AGENDA**

### **A. Technology Equipment Purchase for 15NOW! Program**

President House recommended that the Board of Trustees approve the purchase of equipment for the 15NOW! Program to provide dual credit course access via a distance learning environment to junior and senior high students in Crab Orchard, Elverado, and Trico schools. A combination of video, audio, and network equipment will be purchased with funds through a CTE Leadership Grant, not to exceed \$38,000.

### **B. Transfer of Interest Earned from Working Cash Fund Monies**

In accordance with the Illinois Public Community College Act, 110 ILCS 805/3-33.6, President House recommended that the Board of Trustees authorize the transfer of interest earned in the working cash fund through June 30, 2019, not to exceed \$160,000, to the educational purposes fund to be used for the general educational needs of the College; and that the College treasurer be authorized to make the necessary entries to effect such a transfer.

### **C. Inter-Fund Loans**

In accordance with the Illinois Public Community College Act, 110 ILCS 805/3-34, President House recommended that the Board of Trustees approve the following inter-fund loans:

- \$800,000 from the working cash fund to the restricted purposes fund.
- \$70,000 from the working cash fund to the trust and agency fund.

### **D. Prevailing Wage Act (Appendix III)**

President House recommended that the Board of Trustees approve the Prevailing Wage Act and the Resolution pertaining thereto and that the administration be authorized to publish this Resolution and maintain the Resolution and all related documents in the College file as required by statute.

#### **RESOLUTION OF THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT #530, COUNTIES OF WILLIAMSON, JACKSON, FRANKLIN, PERRY, AND RANDOLPH, AND STATE OF ILLINOIS ASCERTAINING THE PREVAILING RATE OF WAGES FOR LABORERS, WORKMEN AND MECHANICS EMPLOYED ON PUBLIC WORKS OF SAID COLLEGE**

WHEREAS, the State of Illinois has enacted An Act regulating wages of laborers, mechanics, and other workers employed in any public works by the State, county, city, or any public body or any political subdivision or by anyone under contract for public works, approved June 26, 1941, codified as amended, 820 ILCS 130/1 et seq. (1993), formerly Ill. Rev. Stat., Ch. 48, par. 39s-1 et seq. and

WHEREAS, the aforesaid Act requires that the Board of Trustees of Community College District #530, Counties of Williamson, Jackson, Franklin, Perry, and Randolph, and the State of Illinois investigate and ascertain the prevailing rate of wages as defined in said Act for laborers, mechanics and other workers in the locality of said College employed in performing construction of public works, for said College.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT #530, COUNTIES OF WILLIAMSON, JACKSON, FRANKLIN, PERRY, AND RANDOLPH, AND THE STATE OF ILLINOIS:

SECTION 1: To the extent and as required by An Act regulating wages of laborers, mechanics and other workers employed in any public works by the State, county, city or any public body or any political subdivision or by anyone under contract for public works, approved June 26, 1941, as amended, the general prevailing rate of wages in this locality for laborers, mechanics, and other workers engaged in construction of public works coming under the jurisdiction of the College is hereby ascertained to be the same as the prevailing rate of wages for construction work in Williamson County area as determined by the Department of Labor of the State of Illinois as determined by reference. As required by said Act, any and all revisions of the prevailing rate of wages by the Department of Labor of the State of Illinois shall supersede the Department's June determination and apply to any and all public works construction undertaken by the College. The definition of any terms appearing in this Resolution which are also used in the aforesaid Act shall be the same as in said Act.

SECTION 2: Nothing herein contained shall be construed to apply said general prevailing rate of wages as herein ascertained to any work or employment except public works construction of the College to the extent required by the aforesaid act.

SECTION 3: The Board of Trustees shall publicly post or keep available for inspection by any interested party in the main office of the College this determination or any revisions of such prevailing rate of wage. A copy of this determination or of the current revised determination of the prevailing rate of wages then in effect shall be attached to all contract specifications.

SECTION 4: The Board of Trustees shall mail a copy of this determination to any employer, and to any association of employers and to any person or association of employees who have filed their names and addresses, requesting copies of any determination stating the particular rates and the particular class of workers whose wages will be affected by such rates.

SECTION 5: The Board Treasurer shall promptly file a certified copy of this Resolution with the Department of Labor of the State of Illinois.

SECTION 6: The Board Treasurer shall cause to be published in a newspaper of general circulation within the area a copy of this Resolution, and such publication shall constitute notice that the determination is effective and that this is the determination of this public body.

**E. Athletic Insurance Renewal (First Agency)**

President House recommended that the Board of Trustees approve the renewal of the accidental injury coverage for athletes with First Agency in a combined total amount of \$72,791.

Glenn Poshard and Aaron Smith moved and seconded that the Board of Trustees approve the Consent Agenda, items A – E, as recommended.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3906)

## **NEW BUSINESS**

### **A. Approval of FY2020 Capital Project List (Appendix IV)**

President House recommended that the Board of Trustees approve the planned construction/renovation project list for inclusion in the FY2020 budget. Projects above the threshold of bidding will require additional Board approval before they occur.

Jake Rendleman and Mandy Little moved and seconded that the Board of Trustees approve the planned construction/renovation project list for inclusion in the FY2020 budget.

Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-3907)

### **B. Personnel**

#### **Operational Staff**

President House recommended that Heather Marks be ratified as a learning lab specialist III at John A. Logan College effective May 16, 2019. Ms. Marks is a recall from the LOSA preschool staff.

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

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3908)

President House recommended that Sarah Aldridge be ratified as a part-time lifeguard at John A. Logan College effective May 18, 2019.

President House recommended that Lily Burkhart be ratified as a part-time lifeguard at John A. Logan College effective May 20, 2019.

President House recommended that Rachel Henson be ratified as a part-time lifeguard at John A. Logan College effective May 18, 2019.

President House recommended that Addison Mandrell be ratified as a part-time lifeguard at John A. Logan College effective May 18, 2019.

President House recommended that Summer Rains be ratified as a part-time lifeguard at John A. Logan College effective May 21, 2019.

President House recommended that Alexia Richard be ratified as a part-time lifeguard at John A. Logan College effective May 27, 2019.

President House recommended that Jakob Wilson be ratified as a part-time lifeguard at John A. Logan College effective May 27, 2019.

Ray Hancock and Aaron Smith moved and seconded that the Board of Trustees approve the employment of the part-time lifeguards as recommended.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3909)

### **Maintenance/Building Staff**

President House recommended that John Eibeck be employed as a full-time, custodian.

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

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3910)

President House recommended that Jon Neville be employed as a full-time, custodian.

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

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3911)

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

President House recommended that Kaylee Smith be employed as a full-time, grade III, advisor/counselor at John A. Logan College.

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

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3912)

President House recommended that Manar Qasem be employed as a full-time, grade III, coordinator of student financial assistance at John A. Logan College.

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

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3913)

President House recommended that Jennifer Smoot be employed as a full-time, grade VII, director of student success at John A. Logan College.

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

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3914)



### **Term Faculty**

President House recommended that Melissa Ingoldsby be ratified as a part-time instructor of certified nursing assistant at John A. Logan College effective June 14, 2019.

President House recommended that Geoffrey Partlow be ratified as a part-time instructor of dental assisting at John A. Logan College effective June 10, 2019.

Jake Rendleman and Mandy Little moved and seconded that the Board of Trustees approve the term faculty instructors as recommended.

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3915)

### **Community Education Staff**

President House recommended that Addison Mandrell be ratified as a Fit Camp for Kids (Ages 8-12) instructor at John A. Logan College effective June 3, 2019.

Mandy Little and Aaron Smith 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 #16-3916)

### **Workforce Development Staff**

President House recommended that Jami Williams be ratified as a CPR instructor at John A. Logan College effective June 1, 2019.

Mandy Little and Aaron Smith 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 #16-3917)

### **Resignations/Retirements**

President House recommended that the Board of Trustees accept the resignation of Tina Craft, administrative assistant to the dean of workforce development and adult education, effective August 15, 2019.

President House recommended that the Board of Trustees accept the resignation of Christina Gilroy, TRIO transfer specialist/advisor, effective June 7, 2019.

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

A voice vote showed all in favor. Motion carried.  
(Resolution #16-3918)

## **ANNOUNCEMENTS**

Trustee Mandy Little reminded the Board that the College will host the ICCTA Executive Retreat on Friday, August 2, which includes a luncheon on campus and tickets to the Pony League Colt World Series at Rent One Park that evening.

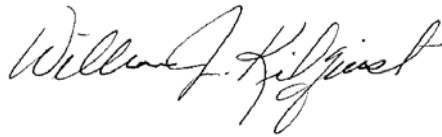
## **ADJOURNMENT**

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 #16-3919)

The meeting was duly adjourned at 8:30 p.m.

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



William J. Kilquist, Chair



Jake Rendleman, Secretary