

JOHN A. LOGAN COLLEGE
Board of Trustees
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, 2024, commencing at 6:27 p.m. The meeting was open to the public and streamed on the College's YouTube channel.

Chairman Bill Kilquist called the meeting to order and directed the recording secretary to call the roll.

Rebecca Borgsmiller	-- present
Brent Clark	-- present
Bill Kilquist	-- present
Mandy Little	-- present
Glenn Poshard	-- not present
Jake Rendleman	-- present
Aaron R. Smith	-- present
Madilyn Kerrigan	-- present

Also present were President Dr. Kirk Overstreet, Legal Counsel Rhett Barke, Provost Dr. Stephanie Chaney Hartford, Vice-President of Business Services and CFO Dr. Susan LaPanne, Recording Secretary Susan May, and other College personnel.

Chairman Kilquist led the Board in the Pledge of Allegiance.

OPPORTUNITY FOR PUBLIC COMMENTS

There were no public comments.

BOARD OF TRUSTEES REPORTS

A. Chairman's Report

No report.

B. Athletics Advisory Committee

No report.

C. Building, Grounds, and Safety Committee

Trustee Jake Rendleman reported that construction on the elevator replacement project in the West Lobby will begin July 1. The West Lobby will remain open throughout the project, and construction should be completed by the end of November. The ceiling tile and carpet have been removed for the C & E Wing Renovation project, and asbestos abatement will begin in the next few weeks. Construction on this project should be completed in July 2025. Demolition and new wall framing are nearly complete in the B-Wing lower-level renovation for the Surgical Technology and Medical Lab Technology programs. Construction will be completed before the fall semester. The pre-bid meeting for the West Lobby Expansion project is tentatively set for August.

D. Board Policy Committee

Trustee Becky Borgsmiller reported that the Committee will meet in August.

E. Budget and Finance Committee

Trustee Glenn Poshard submitted a statement read by President Overstreet to express his support for the FY 2025 budget.

F. Integrated Technology Committee

Trustee Mandy Little reported that the College plans to implement a new Automated Data Processing (ADP) software for the Human Resources and Payroll Departments. An official kick-off meeting is scheduled for July 15. Information Technology and Business Office staff also attended the Jenzabar Annual Meeting for training and updates on new features. Ms. Little recognized Dustin Myers, Assistant Manager of Technology Support, who was awarded the "Live Events Professional of the Year" and "Best Classroom Design" at the InfoComm Annual Conference.

G. Illinois Community College Trustees Association (ICCTA)

Trustee Aaron Smith reported that he attended the Annual Awards Ceremony, where they recognized Dr. Heather Hampson as the Outstanding Full-Time Faculty nominee and former student trustee Magnus Noble as the Gigi Campbell Student Trustee Excellence nominee.

H. John A. Logan College Foundation

Trustee Jake Rendleman reported that the Foundation will host a Hawaiian Luau event on July 11 to raise funds to support the JALC Textbook Fund. Approximately 58 percent of JALC students expressed that the cost of textbooks had prevented them from having their books on the first day of class. The JALC textbook fund was established to eliminate this obstacle for our students.

I. Student Trustee

No report.

ASSOCIATION REPORTS

A. Faculty Association Report

Association President Dr. Jane Bryant expressed concerns on behalf of the association regarding the process and rollout of the new health insurance plan.

EXECUTIVE LEADERSHIP REPORTS

Strategic Planning

President Overstreet reported that retention will be the focus of FY 2025 strategic planning. We will also be looking at strategies to increase enrollment and revenue streams.

Internship

Former student trustee Magnus Noble has been accepted into an internship program at the University of Illinois Springfield, where he enrolled in an online public and non-profit administration program. He will be working in various components at JALC this year under the direction of President Overstreet.

Adult and Alternative Learning Programs

Provost Dr. Stephanie Chaney Hartford reported that the Adult Education and ABE/GED programs were reorganized due to the recent retirement of the Director of ABE/GED. Dr. Hartford introduced Crystal Hosselton, who will serve as the Director of Adult and Alternative Learning, which will merge the Logan Academy and Mary Logan High School programs to combine resources and efforts to support one another. Logan Academy provides literacy, ESL, and GED preparation classes for students to earn their high school equivalency degrees. This program served approximately 200 students last year. Mary Logan High School serves students in an alternative format who have not officially separated from their home high schools but may earn high school credits in this program that will transfer back to their high school programming. Approximately 150 students participate in this program yearly, with a 93 percent attendance rate. Fifty-five percent of Mary Logan High School graduates go on to attend college. These programs are located in the H-Building and are vital to our community.

Harrison Bruce Historical Village Events

Vice-President Dr. Susan LaPanne highlighted upcoming events at the Harrison Bruce Historical Village, including volunteer programs sponsored through the University of Illinois Extension Center on gardening and maintaining heirloom vegetables, historic herbs, dye, and native pollinator gardens.

INFORMATIONAL ITEMS

A. Personnel

President Overstreet accepted the resignation of Justin Burton, Data Analyst, effective May 27, 2024.

CONSENT AGENDA

Chairman Kilquist asked if there were any Consent Agenda items the Board would like to pull for further discussion or a separate vote. Hearing none, Consent Agenda Items A – U were presented:

A. Transfer of Interest from the Working Cash Fund

Authorized the College Treasurer to transfer the interest earned in the Working Cash Fund through June 30, 2024, in the anticipated amount not to exceed \$317,500, evenly between the Education Fund and Operations and Maintenance Fund to be used for the general operating needs of the College.

B. New Bank Account for College's Health Reimbursement Arrangement (HRA) Transactions

Approved the establishment of a new, separate checking account for the College solely to provide reimbursement transactions with and on behalf of the College's employees covered under the College's HRA program.

C. Interfund Loan Repayment

Approved the interfund loans from the Working Cash Fund: \$100,000 to the Student Activity Fund and \$1,200,000 to the Restricted Purposed Fund.

D. Athletic Insurance Annual Renewal

Approved the renewal agreement with First Agency to provide two athletic insurance policies for \$74,355, effective August 1, 2024.

E. Deferred Maintenance Submission

Approved the FY 2025 Deferred Maintenance Submissions as recommended and authorized the administration to submit the projects to ICCB and the IBHE in the order presented.

- F. FY 2025 Resource Allocation and Management Plan (RAMP)**
Approved the FY 2025 Resource Allocation and Management Plan as recommended and authorized the administration to submit these projects to ICCB and the IBHE in the order presented.
- G. Capitol Strategies Annual Contract Renewal**
Approved a one-year contract with Capitol Strategies for network engineering services, not to exceed \$100,000, for the FY 2025 fiscal year.
- H. Darktrace Three-Year Renewal**
Approved a three-year Darktrace contract at an annual cost of \$175,367.
- I. GoTo Communications, Inc. Three-Year Renewal**
Approved a three-year agreement with GoTo for continued service, including 487 phone licenses at a monthly rate of \$8,072.48.
- J. Artic Wolf Agreement**
Approved a one-year purchase of Artic Wolf at a cost of \$108,606.88 using the Sourcewell Purchase Contract through CDWG.
- K. Furniture Purchase for Communication Wing Renovation**
Approved a furniture purchase at a cost of \$30,279.38 for the renovations to the Communication Wing basement-level project.
- L. Joint Agreements for Dual Credit Educational Cooperation**
Approved the Joint Agreements for Dual Credit Educational Cooperation between John A. Logan College District #530 and Shawnee Community College District #531, Rend Lake College District #521, and Southeastern Illinois College District #533.
- M. Reorganization/Promotions within the Adult Secondary Education Programs**
Ratified the promotions of Crystal Hosselton to Director of Adult and Alternative Learning Programs at an annual salary of \$85,000; Amy Biley to Manager of Transition Services for Adult and Alternative Learning Programs at an annual salary of \$60,000; and Michelle Guy, Manager of Logan Academy, at an annual salary of \$60,000, effective July 1, 2024.
- N. Promotion of Associate Director of Purchasing and Auxiliary Services**
Ratified the promotion of Ms. Shannon Newman to Director of Purchasing and Auxilliary Services at an annual salary of \$86,000, effective July 1, 2024.
- O. Promotion of Controller**
Ratified the promotion of Ms. Kara Bevis to Assistant Vice-President of Business Services/College Controller at an annual salary of \$110,000, effective July 1, 2024.
- P. Professional and Executive Support Staff Employment Contract Extensions**
Ratified the re-appointment and employment contract extensions for Professional and Executive Support Staff as recommended by the President in accordance with Board Policy 5227.
- Q. FY 2025 Salary Increase for Professional and Executive Support Staff**
Approved an annual salary increase of 3.5 percent for Professional and Executive Support Staff under contract for FY 2025, in accordance with Board Policy 5220A and 5221A.

R. Personnel Action Items (Appendix A)

Approved the employment and ratification of personnel as recommended by President Overstreet in accordance with Board Policy 5110.

S. Expenditure Report

Approved the monthly expenditure list for the period ending May 31, 2024.

T. Treasurer's and Financial Report

Approved the Treasurer's and Financial Report for the period ending April 30, 2024.

U. Meeting Minutes

Approved the meeting minutes of the May 23, 2024, regular meeting.

Jake Rendleman and Mandy Little moved and seconded that the Board of Trustees approve Consent Agenda Items A – U, as presented.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4356)

NEW BUSINESS

A. Proposed Budget for FY 2025

Jake Rendleman and Bill Kilquist moved and seconded that the Board of Trustees adopt the FY 2025 budget as recommended and that the administration be authorized to implement this budget effective July 1, 2024.

Upon roll call, the following votes were recorded: Mandy Little–Yes; Jake Rendleman–Yes; Aaron Smith–No; Becky Borgsmiller–No; Brent Clark–No; Madilyn Kerrigan–Yes; Bill Kilquist–Yes. Motion failed.
(Resolution #16-4357)

MOTION TO CONTINUE THE REGULAR MEETING OF THE BOARD OF TRUSTEES

Becky Borgsmiller and Mandy Little moved and seconded that the regular meeting of the Board of Trustees be continued at noon on Wednesday, June 26, 2024.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4358)

The meeting was recessed at 8:10 p.m.

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



William J. Kilquist, Chairman



Jacob "Jake" Rendleman, Secretary

APPENDIX A

Personnel Action Items

A. Full-Time Professional Staff

Name	Position	Salary	Effective Date
Sims, Jamie	Payroll Manager	\$56,275	06/03/2024
Holdingshausen, Hilary	Coordinator of Digital Marketing	\$50,000	06/03/2024
Pearson, Carson	Coordinator of Logan Fitness	\$40,000	07/01/2024

B. Full-Time Faculty

Jarvis, Stephanie	Instructor of Physical Science	\$52,249	08/12/2024
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C. Full-Time Operational Staff

Kerley, Angela	Specialist I (Foundation)	\$38,500	05/28/2024
Waters, Alexandria	Specialist I (Advancement)	\$38,500	06/10/2024

D. Adjunct Faculty

Art, A B	Instructor of Communications		06/10/2024
Christian, Joshua	Instructor of English		06/03/2024
Sagaskie, Erin	Instructor of Math		06/03/2024

E. Part-Time Staff

Elliott, Jill	HRIS Manager		06/05/2024
Pribble, Jamie	English Language Arts Instructor at Mary Logan HS		07/01/2024
Brooks, Heidi	Swim Instructor		06/10/2024
Hoffman, Kate	Lifeguard		06/01/2024
Bittle, Peyton	Fitness Desk Attendant		05/09/2024
Pearson, Carson	Fitness Desk Attendant		06/03/2024
Powell, Michael	Fitness Desk Attendant		05/27/2024
Ragan, Gracie	Fitness Desk Attendant		06/03/2024
Woolard, Courtney	Fitness Desk Attendant		06/01/2024
Thompson, Melissa	Logan Fitness Personal Trainer		06/17/2024
Berube, Aleza	Logan Fitness Instructor		06/01/2024

F. Volunteer Staff

Blaylock, Kerri	Women's Softball Coach		06/11/2024
Hagan, Cynthia	Adult Literacy		06/11/2024