

MINUTES OF THE REGULAR MEETING of June 22, 2017

On June 22, 2017, the Board of Trustees of Community College District 507, in the Counties of Vermilion, Edgar, Iroquois, Champaign, and Ford in the State of Illinois, met in regular session in the Board Room, Vermilion Hall, Room 302 at Danville Area Community College.

ITEM 1: CALL TO ORDER

Chairman Dave Harby called the meeting to order at 5:30 p.m.

ITEM 2: PLEDGE OF ALLEGIANCE

Ms. Sadie Edwards led the Board and those in attendance in reciting the Pledge of Allegiance to the Flag.

ITEM 3: ROLL CALL

The roll was called. Trustees present: Bill Black, Dave Harby, Terry Hill, Tonya Hill, Dr. Ron Serfoss, John Spezia, Greg Wolfe, and Student Trustee Sadie Edwards.

Others present: President Dr. Stephen Nacco, Board Secretary Kerri Thurman, Dave Kietzmann, Tammy Clark-Betancourt, Jill Cranmore, Mike Cunningham, Lara Conklin, Jerry Davis, Bruce Rape, Laura Hensgen, Darrin Haynes, Lisa Osborne, Amanda Krabbe, Wendy Brown, Nancy Schutt, Matt Nail, Reece Niccum, Ian Clemmons, and Corey Potter.

Media present: None.

ITEM 4: ADOPTION OF AGENDA

Mr. Harby asked if there were any changes requested to the agenda. With no changes requested, upon motion by Mr. Wolfe, and a second by Mr. Black, the agenda was approved as presented. The motion passed by unanimous voice vote: 8 yeas, 0 nays.

ITEM 5: RECOGNITION OF VISITORS

Dr. Nacco introduced the following members of the Administrative Council: Dave Kietzmann, Vice President of Instruction and Student Services; Tammy Clark-Betancourt, Chief Financial Officer; Mike Cunningham, Director, Administrative Services; Jill Cranmore, Director, Human Resources; and Lara Conklin, Director, Marketing and College Relations. Also present: Jerry Davis, Davis and Delanois; Bruce Rape, Dean, Business and Technology; Laura Hensgen, Coordinator, Continuing Education; Darrin Haynes, Building Services and Classified Union President; Lisa Osborne, Administrative Assistant, Business and Technology; Amanda Krabbe, Instructor, Horticulture; Wendy Brown, Professor, Microbiology; Nancy Schutt, Student; First Gig Mentors Matt Nail, Reece Niccum, and Ian Clemmons; and Corey Potter, ONI Risk Partners.

Media present: None.

ITEM 6: PRESENTATION FROM FIRST GIG ROCK CAMP PARTICIPANTS

Ms. Laura Hensgen gave an update on the First Gig Rock Camp. This year, there are 5 bands with 36 musicians in total. The first year there were 2 bands. She introduced Matt

Nail, Reece Niccum, and Ian Clemmons who were part of the first camp six years ago and have returned as camp mentors this year. As a result of the camp, the young men have kept in contact and have formed their own band. They have written and recorded an album and are currently working on their next album. A portion of the group's music video featuring the Fischer Theater was shared. Each musician shared his experience with the camp and how participating in the camp influenced each of their musical careers. The bands participating in the camp will perform at the Dick Van Dyke Auditorium on Saturday at 1:00 p.m.

The Board and Dr. Nacco thanked Ms. Hensgen for her leadership with the camp and the musicians for sharing their stories.

ITEM 7: BUSINESS AND TECHNOLOGY REPORT

Mr. Bruce Rape presented his annual Business and Technology report to the Board. Mr. Rape reported his department has focused on revitalization, rigor and relevance, and re-invention. With an emphasis on the upcoming HLC visit, courses are being reviewed and curriculum is being updated.

Mr. Rape noted the Daisy Lane farm project is a collaborative effort. He thanked Dr. Wendy Brown, Ms. Amanda Krabbe, and Ms. Tammy Clark-Betancourt as well as all of the students and volunteers who have worked to make the project successful.

Ms. Krabbe wrote and received a grant for \$1,000 for use at the farm. She encouraged everyone to visit the farm. Dr. Brown shared several pictures of the farm. There are many types of plants at the farm as well as bluebird boxes, owl boxes, and bee hives.

Ms. Nancy Schutt, student volunteer at the farm, shared her experience at DACC as a student as well as her experience gained from being a part of the sustainability garden.

The Board and Dr. Nacco thanked everyone involved for making the farm project a great success.

ITEM 8: REPORT ON ICCTA ANNUAL CONVENTION AND AWARDS BANQUET, JUNE 2, 2017

Mr. Wolfe, Mr. Harby, Mr. Hill, and Dr. Nacco attended the ICCTA Annual Convention on June 2, 2017. Mr. Craig Potter, Mr. Ryan White, and Mr. Cheney were recognized at the event. Mr. Hill and Mr. Harby attended the training sessions on Friday for their mandated training requirements as newly elected trustees.

ITEM 9: PRESIDENT'S REPORT

Dr. Nacco shared the *DACC Flash* with the Board and highlighted the events from the month since the last meeting.

ITEM 10: CLOSED SESSION FOR DELIBERATIONS CONCERNING COLLECTIVE NEGOTIATING MATTERS; DELIBERATIONS

**CONCERNING SALARY SCHEDULES FOR ONE OR MORE
CLASSES OF EMPLOYEES; AND APPROVAL OF THE WRITTEN
CLOSED SESSION MINUTES OF MAY 23, 2017**

Upon motion by Mr. Wolfe, and a second by Mr. Hill, the following Resolution was adopted by roll call vote: 8 yeas, 0 nays.

BE IT RESOLVED, in accordance with the provisions of Chapter 120/2(c)(2 and 21) of the Open Meetings Act, the Board of Trustees of Community College District #507 shall enter a Closed Session for deliberations concerning collective negotiating matters; deliberations concerning salary schedules for one or more classes of employees; and approval of the Written Closed Session Minutes of May 23, 2017.

The Board went into Closed Session at 6:30 p.m.

OPEN SESSION

The Board returned to Open Session at 7:10 p.m.

ITEM 11: PUBLIC COMMENT

There was no public comment.

ITEM 12: CONSENT AGENDA

- A. BOARD CONSIDERATION OF THE MINUTES OF THE
REGULAR BOARD MEETING OF MAY 23, 2017**
- B. FINANCIAL REPORT**
- C. HUMAN RESOURCES REPORT**
- D. BOARD CONSIDERATION OF BOARD POLICY REVISION**
 - 1. BOARD POLICY #6013 – PURCHASING**

Upon motion by Mr. Black, and a second by Mrs. Hill, the items on the Consent Agenda were approved. The motion passed by roll call vote: 8 yeas, 0 nays.

ITEM 13: UNFINISHED BUSINESS

ITEM 14: NEW BUSINESS

- A. BOARD CONSIDERATION OF RECOMMENDATION TO
RATIFY COLLECTIVE BARGAINING AGREEMENT
BETWEEN THE BOARD OF TRUSTEES AND THE
CLASSIFIED STAFF ASSOCIATION, IEA-NEA FOR JULY 1,
2017 THROUGH JUNE 30, 2020**

Upon motion by Dr. Serfoss, and a second by Mr. Hill, the Board ratified the Collective Bargaining Agreement between the Board of Trustees and the Classified Staff Association, IEA-NEA for July 1, 2017 through June 30, 2020. The motion passed by roll call vote: 8 yeas, 0 nays.

B. BOARD CONSIDERATION OF FY-2019 ICCB RESOURCE ALLOCATION AND MANAGEMENT PLAN (RAMP)

The Illinois Community College Board (ICCB) requires the Board of Trustees to approve the RAMP report prior to the deadline submission of July 1, 2017. The Capital Development Board (CDB) has requested that all state funded project requests include “green”/LEED (Leadership in Energy and Environmental Design) costs in the estimated project.

The DACC Campus Master Plan priority project list provides an annual update of the estimated project costs, funding information, and revenues as of May 2017. The estimated cost of projects includes 6% LEED costs and the CDB approved 2.2% inflation factor.

A summary of the FY-2019 RAMP list includes: Clock Tower Center Remodeling and Addition, Ornamental Horticulture Rehabilitation, Campus Storage Facility, and Parking Lot Repair – Tillman Avenue and Baumgart Street.

Upon motion by Mr. Wolfe, and a second by Mrs. Hill, the Board approved the FY-2019 RAMP Report which includes the above listed projects for submission to the Illinois Community College Board. The motion passed by roll call vote: 8 yeas, 0 nays.

C. BOARD CONSIDERATION OF RESOLUTION ASCERTAINING PREVAILING WAGES

The State requires public bodies that expend government funds to annually pass a resolution regarding prevailing wages for designated workers employed in public works.

Upon motion by Dr. Serfoss, and a second by Mr. Spezia, the Board approved the Resolution ascertaining prevailing wage rates. The motion passed by roll call vote: 8 yeas, 0 nays.

D. BOARD CONSIDERATION OF PROPERTY/LIABILITY INSURANCE FOR FY-2018

On behalf of DACC, ONI Risk Partners submitted for quotation to Wright Specialty Insurance (WRM), Uniondale, NY; Illinois Counties Risk Management Trust (ICRMT), St. Charles, IL; Travelers Insurance Co., Indianapolis, IN; Cincinnati Insurance Co., Fairfield, OH; Liberty Mutual Insurance, Indianapolis, IN; and Education Insurance Services, Bethesda, MD. All except WRM and ICRMT declined to quote for various reasons.

The insurance proposal prepared by Corey Potter of ONI Risk Partners reflects our recommendation to change from Wright Specialty Insurance to Illinois Counties Risk Management Trust (ICRMT). If we change to ICRMT, our total annual premium for FY-18 will be \$137,380.00 compared to WRM’s proposal of \$155,677.00. Last year’s premium with WRM was \$154,816.00. It should be noted that the proposed change to ICRMT reflects changes in the deductibles, with the most significant being our property deductible increasing from \$5,000.00 to \$10,000.00. It should also be noted that in the

previous six years we only had one claim that would have been affected by this increase in deductibles.

In addition to their lower premium, ICRMT will also conduct a full appraisal of the DACC campus at no cost. Our last appraisal was completed in October of 2010.

Upon motion by Dr. Serfoss, and a second by Mrs. Hill, the Board approved changing the insurance provider to Illinois Counties Risk Management Trust (ICRMT) with a premium in the amount of \$137,380.00 for property and liability insurance for FY-2018. The motion passed by roll call vote: 8 yeas, 0 nays.

E. BOARD CONSIDERATION OF FY18 CAPITAL EQUIPMENT LIST

The list of recommended Capital Equipment items as submitted by budget supervisors was reviewed, adjusted, and approved by the Capital Equipment Committee. The amounts are estimated by the person making the requests and may vary with a similar item. Bid items over \$25,000 will be presented to the Board for approval.

Approval of the list is being requested at this time so the items may be bid or quoted, approved by the Board if bid, ordered, and delivered as soon as possible after July 1 so items can be installed in time for the start of the fall semester.

The funding support of \$1,011,600 in equipment is possible as a result of \$323,400 in Tech/Equipment bond proceeds, \$383,000 in 1994 referendum funds, \$128,800 in grant and special revenue funds, and \$176,400 from Capital Equipment Replacement Reserves.

Upon motion by Mr. Black, and a second by Dr. Serfoss, the Board approved the FY18 Capital Equipment list. The motion passed by roll call vote: 8 yeas, 0 nays.

F. BOARD CONSIDERATION OF NEW BOARD POLICY 1. BOARD POLICY #4061 – FRAUD AWARENESS AND WHISTLEBLOWER POLICY

The proposed policy encourages members of the College community to report or disclose allegations of internal wrongdoing and provides both an internal and external mechanism for that reporting. The policy also incorporates the requirements of the *Illinois Whistleblower Act, 740 ILCS 174/1 et. seq.* which prohibits retaliation against a whistleblower. In addition, the policy strengthens our internal controls as outlined by the State of Illinois Grant Accountability and Transparency Act (GATA).

Upon motion by Mr. Black, and a second by Mr. Hill, the Board approved Board Policy #4061 – Fraud Awareness and Whistleblower Policy. The motion passed by roll call vote: 8 yeas, 0 nays.

ITEM 15: INFORMATION

A. COMMUNICATIONS

- Letters of appreciation from Mrs. Miller and Mr. Mervis for honoring them as honorary degree recipients at Commencement.

ITEM 16: ADJOURNMENT

There being no further business to discuss, Mr. Harby adjourned the meeting at 7:30 p.m.

Chairperson, Board of Trustees

Secretary, Board of Trustees

Approved: _____