

MINUTES OF THE REGULAR MEETING of July 20, 2017

On July 20, 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 5:32 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: Dave Harby, Tonya Hill, Dr. Ron Serfoss, John Spezia, Greg Wolfe, and Student Trustee Sadie Edwards. Trustees absent: Bill Black (arrived at 5:34 p.m.) and Terry Hill.

Others present: President Dr. Stephen Nacco, Board Secretary Kerri Thurman, Dave Kietzmann, Tammy Clark-Betancourt, Jill Cranmore, Mike Cunningham, Lara Conklin, Jerry Davis, Penny McConnell, Mark Barnes, Phillip Langley, Ronnie Johnson, Amanda Poffinbarger, Stephanie Loveless, Susan Smith Perkins, Mary Hobbs-Smith, Hannah Westfahl, McKenzie Zarn, Michaela Gomez, and Amanda Gaugler.

Media present: Bill Pickett, WDAN-WDNL.

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. Spezia, and a second by Mrs. Hill, the agenda was approved as presented. The motion passed by unanimous voice vote: 7 yeas, 0 nays.

ITEM 5: RECOGNITION OF VISITORS

Dr. Nacco introduced the following members of the Administrative Council: Dave Kietzmann, Executive Vice President of Instruction and Student Services; Tammy Clark-Betancourt, Vice President, Finance/Chief Financial Officer; Mike Cunningham, Vice President, Administrative Services; Jill Cranmore, Vice President, Human Resources; and Lara Conklin, Director, Marketing and College Relations. Also present: Jerry Davis, Davis and Delanois; Dr. Penny McConnell, Dean, Liberal Arts and Library Services; Mark Barnes, Director, Computer Network and End User Services; Phillip Langley, Instructor, Developmental Education; Ronnie Johnson, Instructor, Art; Amanda Poffinbarger, Instructor, Anatomy and Physiology; Stephanie Loveless, Instructor, Biology; Susan Smith Perkins, Prairie Center; and Art Students Mary Hobbs-Smith, Hannah Westfahl, McKenzie Zarn, Michaela Gomez, and Amanda Gaugler.

Media present: Bill Pickett, WDAN-WDNL.

ITEM 6: LIBERAL ARTS AND LIBRARY SERVICES REPORT

Dr. Penny McConnell introduced Mr. Ronnie Johnson, Art Instructor. Mr. Johnson shared that the art students have been involved in several shows around the area. The students are serving as interns for the Art Therapy Program at Prairie Center. Ms. Susan Smith Perkins from Prairie Center reported that she collaborated with Mr. Johnson to offer the 12-week art class for clients at Prairie Center. She indicated approximately 40 clients have participated so far. She shared letters of appreciation from participants of the program.

Mr. Johnson shared the new brochure created for the Associate in Fine Arts program. Each of the students introduced herself and shared her future plans.

The Board and Dr. Nacco thanked Mr. Johnson for his report and the art students for choosing DACC.

ITEM 7: PRESIDENT'S REPORT

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

ITEM 8: PUBLIC COMMENT

There was no public comment.

ITEM 9: CONSENT AGENDA

- A. BOARD CONSIDERATION OF THE MINUTES OF THE REGULAR BOARD MEETING OF JUNE 22, 2017**
- B. FINANCIAL REPORT**
- C. HUMAN RESOURCES REPORT**
- D. BOARD CONSIDERATION OF BOARD POLICY REVISION**
 - 1. BOARD POLICY #4052 – SICK LEAVE AND PERSONAL BUSINESS LEAVE**

Upon motion by Mr. Black, and a second by Mr. Spezia, the items on the Consent Agenda were approved. The motion passed by roll call vote: 7 yeas, 0 nays.

ITEM 10: UNFINISHED BUSINESS

ITEM 11: NEW BUSINESS

- A. BOARD CONSIDERATION OF APPROVAL OF TRAVEL EXPENDITURES FOR TRUSTEES**

Per Public Law 99-0604, known as the "Local Government Travel Expense Control Act," travel expenses for members of the Board of Trustees must be approved at an open meeting of the Board.

A total of \$1,194.32 was expended for the ICCTA Annual Convention in Normal, Illinois on June 2-3, 2017 for Mr. Dave Harby, Mr. Terry Hill, Mr. Greg Wolfe, and Mr. Dick Cheney. It should be noted that \$480.00 of the total was mandated training for newly elected trustees (Mr. Harby and Mr. Hill).

Upon motion by Dr. Serfoss, and a second by Mrs. Hill, the Board approved the travel expenses as listed. The motion passed by roll call vote: 7 yeas, 0 nays.

B. BOARD CONSIDERATION OF AUTHORIZATION TO PERMIT INTERFUND LOANS AS NEEDED FOR THE PERIOD OF AUGUST 2017 THROUGH JULY 2018

Due to the continued delay in processing payments by the State of Illinois, as well as reduced funding from the state, several of the College's Funds are continuing to experience a negative cash balance at various times during the year. In addition, most of our grants are on a reimbursable basis. We incur the cost and then periodically, based on the grant regulations, request reimbursement for these expenditures, which has a negative affect on cash flow.

Interfund loans do not change the College's total cash balance, but the transaction does provide for each individual Fund to reflect a positive cash balance. This request will provide lending options through the FY18 fiscal year end and address the anticipated negative cash balance during the next year. The current authorization for interfund loans ends on July 31, 2017.

Upon motion by Mrs. Hill, and a second by Mr. Wolfe, the Board authorized interfund loans as needed for the period of August 2017 through July 2018. The motion passed by roll call vote: 7 yeas, 0 nays.

C. BOARD CONSIDERATION TO ACQUIRE PROPERTY LOCATED AT 18 TILLMAN AVE., DANVILLE, IL

Danville Area Community College has the opportunity to purchase property in the vicinity of the Mary Miller Center. This property consists of two lots and is located at 18 Tillman Ave., north of the Mary Miller Center. The owners have executed an option for the College to purchase. Pending a Phase I Environmental Study, the purchase price for this property would be \$20,000.00.

The Illinois Community College Board no longer requires ICCB approval to purchase property using local funds. Facility Construction Equipment and Renovation Reserve Funds will be used for this project.

Upon motion by Dr. Serfoss, and a second by Mr. Black, the Board modified the action requested to include "pending the results of an appraisal if required"; therefore, the motion is recorded as follows: The Board approved the purchase of the property located at 18 Tillman Ave. for the sum of \$20,000.00 pending the results of a Phase I Environmental Study and pending the results of an appraisal if one is required. The motion passed by roll call vote: 7 yeas, 0 nays.

D. BOARD CONSIDERATION FOR INTERCOLLEGIATE SPORTS ACCIDENT INSURANCE FOR FY-2018

First Agency, Inc. of Kalamazoo, MI has been our supplemental intercollegiate athletic insurance carrier for 39 years. This coverage is supplemental to an athlete's primary carrier. First Agency provides coverage to 70 universities and colleges in the state of Illinois, as well as colleges and universities in Indiana, Iowa, Kansas, Kentucky, Michigan, Alabama, and Arizona.

Because of the continued reduction in claims filed, our total premium has dropped from \$21,842.00 last year to \$19,658.00 for 2017-2018. Our premiums for intercollegiate athletic insurance have declined 62% since our 2004-2005 premium of \$51,075.00.

Upon motion by Mr. Black, and a second by Mrs. Hill, the Board approved \$19,658.00 to First Agency, Inc. for Intercollegiate Sports Accident Insurance for FY-2018. The motion passed by roll call vote: 7 yeas, 0 nays.

E. BOARD CONSIDERATION TO LEASE TWO (2) 15-PASSENGER MINIBUSES

Bids were advertised for leasing two (2) 2017 15-passenger minibuses. These 15-passenger minibuses are on the FY-18 Capital Equipment List and will replace two minibuses that have a lease expiring in November. The cost of the expiring lease agreement is \$753.00 per vehicle per month. The cost presented to the Board in April for two minibuses was also \$806.00 per bus. It was determined that a three-year replacement cycle for leased minibuses promotes a safe method of transportation with a lower risk of mechanical failure.

Upon motion by Mr. Wolfe, and a second by Dr. Serfoss, the Board approved the low bid from Midwest Transit Equipment in the amount of \$806.00 per month per vehicle to lease two (2) 15-passenger minibuses. The motion passed by roll call vote: 7 yeas, 0 nays.

F. BOARD CONSIDERATION OF ACQUISITION OF THE CARNEGIE LIBRARY

The acquisition of the Carnegie Library building will enable DACC to expand academic programming and student services that are currently provided in the Clock Tower Building. Consistent with the College's Academic Master Plan and Strategic Planning Matrix, the College intends to build more robust credit courseware to support the associate in fine arts degree and to ensure seamless articulation into bachelor's in fine arts programs.

To that end, the building will become the locus for classrooms and galleries to support the visual and performing arts and include credit classes in painting and acting. In addition, the building will help advance student engagement, retention, and success by serving as a gallery to display student art, a black-box theater for improvisational and other dramatic performances, and as a rehearsal hall for student choirs, orchestras, and bands. The underlying strategy is to leverage this new space to boost student enrollment in fine arts programs and to increase student participation in music and theatrical clubs.

Upon motion by Mr. Wolfe, and a second by Mrs. Hill, the Board approved the acquisition of the Carnegie Library. The motion passed by roll call vote: 6 yeas, 1 nay.

G. BOARD CONSIDERATION OF NAMING OPPORTUNITIES

There is no greater tribute than a gift which publicly recognizes the impact of one individual, or one family, or an entire community. Naming opportunities offer donors a way to establish a legacy of recognition, while providing essential resources for Danville Area Community College.

The Board requested the agenda item be tabled so additional guidelines may be added.

ITEM 12: INFORMATION
A. COMMUNICATIONS

ITEM 13: ADJOURNMENT

There being no further business to discuss, Mr. Harby adjourned the meeting at 6:46 p.m.

Chairperson, Board of Trustees

Secretary, Board of Trustees

Approved: _____