

MINUTES OF THE REGULAR MEETING of September 27, 2018

On September 27, 2018, 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. Hannah Eddy, Presidential Scholar, 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, Tracy Cherry, Dave Harby, Terry Hill, Dr. Ron Serfoss, John Spezia, Greg Wolfe, and Student Trustee Addison Wise.

Others present: President Dr. Stephen Nacco, Board Secretary Kerri Thurman, Dave Kietzmann, Tammy Betancourt, Jill Cranmore, Mike Cunningham, Lara Conklin, Bob Mattson, Jerry Davis, Mark Barnes, Bruce Martin, Chad Hays, Mike Monaghan, Mark Denman, Krystal Bryant, Carolyn Kirk, Lois Woods, Pat Woods, Micah Cherry, Nicole Zaayer, Robert Bogue, and Hannah Eddy.

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. Hill, the agenda was approved as presented. The motion passed by unanimous voice vote: 8 yeas, 0 nays.

ITEM 5: OATH OF OFFICE ADMINISTERED TO NEW BOARD MEMBER

Mr. Harby administered the Oath of Office to Board member Tracy Cherry. Dr. Nacco and the Trustees congratulated Ms. Cherry and welcomed her to the Board.

ITEM 6: RECOGNITION OF VISITORS

Dr. Nacco introduced the following members of the Administrative Council: Dave Kietzmann, Executive Vice President of Instruction and Student Services; Tammy Betancourt, Vice President, Finance/Chief Financial Officer; Jill Cranmore, Vice President, Human Resources; Mike Cunningham, Vice President, Administrative Services; Lara Conklin, Executive Director, College Relations; and Bob Mattson, Executive Director, Institutional Effectiveness and Planning. Also present: Jerry Davis, Davis & Delanois; Mark Barnes, Director, Computer Networking and End User Services; Bruce Martin, Security; Chad Hays, CrossPoint; Mike Monaghan, Executive Director, ICCTA; Robert Bogue, Edgar County Watchdogs; Mark Denman; Krystal Bryant; Carolyn Kirk; Lois Woods; Pat Woods; Micah Cherry; Nicole Zaayer; and Hannah Eddy, Presidential Scholar.

Media present: None.

PUBLIC HEARING

Mr. Harby recessed the regular meeting at 5:39 p.m. for the purpose of conducting a Public Hearing on the FY2019 Budget.

RECONVENE

Dr. Serfoss, upon completion of the Public Hearing, moved that the Board reconvene in regular session. The motion was seconded by Mr. Wolfe and passed by roll call vote: 8 yeas, 0 nays. Mr. Harby reconvened the Regular Board Meeting at 5:41 p.m.

ITEM 7: PRESENTATION OF ICCTA AWARDS

Mr. Mike Monaghan, Executive Director of ICCTA, presented Mr. Harby with his fifth ICCTA Education Award which demonstrates his completion of 75 seminars and education events with the organization. Mr. Monaghan also recognized former State Representative Chad Hays with an Outstanding Legislator Award from ICCTA and expressed appreciation to him for his dedication to community colleges.

Mr. Harby presented Mr. Monaghan with a certificate of appreciation for his 30 years of service to community colleges.

ITEM 8: REPORT ON 2017-18 ICCB PROGRAM REVIEW

Mr. Bob Mattson shared the 2017-18 ICCB Program Review with the Board. Trustees are encouraged to review the report and if questions to please contact Mr. Mattson.

ITEM 9: FINANCIAL UPDATE

Ms. Tammy Betancourt gave a financial update to the Board. The Financial Statement of Revenue and Expenditures ending August 31, 2018 was included in the Board agenda book.

ITEM 10: PRESIDENT'S REPORT

Dr. Nacco shared the *DACC Flash* with the Board and highlighted the events from the month since the last meeting. During the President's Report, Dr. Nacco expressed appreciation to Mr. Dave Kietzmann for his leadership and commitment to the College.

ITEM 11: PUBLIC COMMENT

Mr. Robert Bogue spoke on behalf of the Edgar County Watchdogs.

ITEM 12: CONSENT AGENDA

- A. BOARD CONSIDERATION OF THE MINUTES OF THE REGULAR BOARD MEETING OF AUGUST 23, 2018; MINUTES OF THE SPECIAL BOARD MEETING OF AUGUST 29, 2018; AND MINUTES OF THE SPECIAL BOARD MEETING OF SEPTEMBER 10, 2018**
- B. FINANCIAL REPORT**
- C. HUMAN RESOURCES REPORT**

D. BOARD CONSIDERATION OF BOARD POLICY REVISIONS

- 1. BOARD POLICY #3025 – TUITION WAIVERS**
- 2. BOARD POLICY #4049 – RETIREMENT/STATE UNIVERSITIES EARLY RETIREMENT WITHOUT DISCOUNT OPTION (ELIMINATION OF EARLY RETIREMENT WITHOUT DISCOUNT OPTION SECTION ONLY)**

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

ITEM 13: UNFINISHED BUSINESS

ITEM 14: NEW BUSINESS

A. BOARD CONSIDERATION OF NOTICE OF FILING PETITIONS FOR MEMBERSHIP ON THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT #507

A “Notice of Filing Petitions for Membership on the Board of Trustees of Community College District #507” needs to be publicized at least ten (10) days before the first day for filing petitions.

Nominating petitions for the April 2019 election shall be filed between the hours of 8:00 a.m. and 5:00 p.m. on December 10, 11, 12, 13, 14, or 17, 2018. Nominating petitions along with applicable documents may be picked up in the Office of the Board Secretary.

Upon motion by Dr. Serfoss, and a second by Mr. Hill, the Board approved the Notice of Filing Petitions for Membership on the Board of Trustees of Community College District Number 507. The motion passed by roll call vote: 8 yeas, 0 nays.

B. BOARD CONSIDERATION OF RESOLUTION TO ADOPT FY2019 BUDGET AND RESOLUTION TO APPROVE TAX LEVY

At the August Board of Trustees meeting the Board approved placing the tentative FY2019 Budget on display for the required 30 days. The September 27 Board of Trustees meeting was also established as the date for the required Public Hearing.

The budget presentation at the August meeting recommended an operational budget of \$16,636,020. This is approximately 3.7% more than the FY18 Operating budget. With the adoption of a FY19 budget at the state level, the College has been able to move forward by investing in Human Resources to maintain quality student service and provide training needed to meet the employment demands of the community.

Depending on the fluctuation in the Equalized Assessed Valuation, the tax levy rate is anticipated to be approximately 61.51 cents. The current rate is 62.55 cents. From FY98 through FY01, the rate was 66 cents.

Upon motion by Mr. Wolfe, and a second by Mr. Hill, the Board approved the FY2019 Budget, with \$28,432,289 total expenditures for all funds of the District, and the Resolution approving the Tax Levy. The motion passed by signature vote: 8 yeas, 0 nays.

**C. BOARD CONSIDERATION OF RESOLUTION APPROVING
THE TIMING OF RECOGNITION OF PROPERTY TAX
REVENUE**

Governmental Accounting Standards Board (GASB) Statement #33 addresses accounting and financial reporting for nonexchange transactions. Revenue from property tax levies fall into this category. Since property tax levies are approved for a calendar year and the actual receipt of funds occur in more than one fiscal year, this GASB Statement #33 requires certain recognition guidelines to be followed, unless a resolution is approved by the Board stating what fiscal year the revenue should be allocated. The Resolution is asking the Board to recognize 100% of the 2018 levy revenue in Fiscal Year 2019. If approved, this action will formally allocate property tax revenue that is consistent with our past practice.

Upon motion by Mr. Wolfe, and a second by Ms. Wise, the Board approved the Resolution recognizing 100% of the 2018 levy revenue in Fiscal Year 2019. The motion passed by signature vote: 8 yeas, 0 nays.

**D. BOARD CONSIDERATION OF RESOLUTION ABATING
TAXES HERETOFORE LEVIED FOR THE YEAR 2018 TO PAY
DEBT SERVICE ON GENERAL OBLIGATION COMMUNITY
COLLEGE BONDS, SERIES 2013A, OF COMMUNITY
COLLEGE DISTRICT NO. 507, COUNTIES OF VERMILION,
EDGAR, IROQUOIS, CHAMPAIGN AND FORD AND STATE OF
ILLINOIS**

The College issued \$2,995,000 of General Obligation Bonds on September 24, 2013, which included a tax levy sufficient to pay the principal of and interest on the Bonds based on the maturity schedule. However, the Bond and Interest Fund will have funds available to meet the debt service, which will allow the College to abate the applicable 2018 tax levy. The funds are comprised of \$100,000 to be received from the Foundation as a result of the donation from Mr. Julius W. Hegeler II and \$27,287.50 of unspent 2013A bond proceeds. Bond counsel has advised that the available funds from the unspent 2013A bond proceeds may be used to meet the debt service requirements of this bond issue. The amount of the levy to be abated is \$127,287.50.

Upon motion by Dr. Serfoss, and a second by Ms. Cherry, the Board approved the Resolution abating taxes heretofore levied for the year 2018 to pay debt service on General Obligation Community College Bonds, Series 2013A, of Community College District No. 507, Counties of Vermilion, Edgar, Iroquois, Champaign and Ford and State of Illinois. The motion passed by roll call vote: 8 yeas, 0 nays.

E. BOARD CONSIDERATION OF BIDS FOR COMPUTER EQUIPMENT

Bids were advertised for computer equipment approved on the FY19 Capital Equipment list. Bids were requested for 190 Lenovo ThinkCentre M910 tower computers and 50 NEC AceSync Monitors. Funding for the computer equipment will be through Technology/Equipment Bonds.

Upon motion by Ms. Cherry, and a second by Mr. Black, the Board approved the low bid from Zones, Inc. in the amount of \$163,580.80 to purchase computer equipment. The motion passed by roll call vote: 8 yeas, 0 nays.

F. BOARD CONSIDERATION OF BIDS FOR CNC LATHE

Bids were advertised for a new CNC Lathe to be used in the Tech Center Machine Shop. The CNC Lathe was approved on the FY-19 Capital Equipment List and funding will be through the Perkins grant.

Upon motion by Mr. Wolfe, and a second by Mr. Hill, the Board approved the low bid of \$36,390.00 from Haas HFO Chicago for a new CNC Lathe for the Tech Center Machine Shop. The motion passed by roll call vote: 8 yeas, 0 nays.

G. BOARD CONSIDERATION FOR PHS PROJECT TO REPLACE THE CHILD DEVELOPMENT CENTER ROOF

Approval is being requested for a PHS Project to replace the Child Development Center roof. The Child Development Center was constructed in 1990 and the original roof has artificial slate shingles that are continually coming loose and falling to the ground. The original roofing material manufacturer is no longer in business, thus the warranty is null and void.

It is proposed that Protection, Health, and Safety (PHS) funds be used for this project. The approved PHS levy over the next year would fund replacement of this roof.

The Illinois Community College Board no longer requires a resolution and certified minutes of the DACC Board meeting for projects utilizing Protection, Health, and Safety funds. Don Walton of Walton and Associates Architects has developed the specifications, scope of the project, and an estimated cost of \$54,750.00, including contingency, A/E fees, and a 5% inflation factor. When PHS funds become available, bidding will begin so that we can replace the roof on the Child Development Center.

Upon motion by Mr. Wolfe, and a second by Dr. Serfoss, the Board approved a PHS project to replace the Child Development Center roof at an estimated cost of \$54,750.00 and approved Walton & Associates for architect and engineering services. The motion passed by roll call vote: 8 yeas, 0 nays.

H. BOARD CONSIDERATION OF CDB PROJECT TO REPLACE HEATING UNITS SERVING MARY MILLER GYMNASIUM

ICCB has reported that the Governor's Office of Management and Budget has approved deferred maintenance projects for Illinois Community Colleges. The deferred maintenance project submitted by Danville Area Community College was replacement of four, fifty-year-old heating units serving the Mary Miller Gymnasium with two energy efficient heating and cooling units. The Illinois Capital Development Board (CDB) will manage this project.

Don Walton of Walton & Associates Architects, P.C. has estimated the project cost to be \$638,000. The State has agreed to provide 28% of the total project cost, which would be \$178,930. The estimated cost to DACC will be \$459,070.

Once CDB assigns a project number and project manager, preliminary work can begin with the design stage and development of construction documents.

Danville Area Community College's cost of funding this project, estimated at \$459,070 will come from Board Restricted Facility Construction Renovation Reserve funds.

Upon motion by Dr. Serfoss, and a second by Mr. Hill, the Board approved utilizing local funds of an estimated \$459,070 from reserve funds to replace the four, fifty-year-old heating units serving the Mary Miller Gymnasium with two energy efficient heating and cooling units, and upon CDB approval, utilizing Walton and Associates Architects for architect/engineering services. The motion passed by roll call vote: 8 yeas, 0 nays.

ITEM 15: INFORMATION
A. COMMUNICATIONS

Mr. Harby noted the October 25 Board meeting will be held at the Hoopston Higher Learning Center. He also reminded Trustees to review the proposed evaluation tools distributed at last month's Board meeting.

ICCTA has requested a survey be completed by Trustees. Mr. Harby encouraged everyone to complete the survey.

ITEM 16: ADJOURNMENT

There being no further business to discuss, Mr. Harby adjourned the meeting at 7:13 p.m.

Chairperson, Board of Trustees

Secretary, Board of Trustees

Approved: _____