

MINUTES OF THE REGULAR MEETING OF SEPTEMBER 22, 2022

On September 22, 2022, 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 Harby called the meeting to order at 5:30 p.m.

ITEM 2: PLEDGE OF ALLEGIANCE

Presidential Scholars Naomi Dolan and Autumn Lange led the Board and those in attendance in reciting the Pledge of Allegiance.

ITEM 3: ROLL CALL

The roll was called. Trustees present: Sandra Finch, Dave Harby, Dylan Haun, Terry Hill, John Spezia, Greg Wolfe, and Student Trustee Olivia Logue. Trustee absent: Tracy Cherry

Others present: President Dr. Stephen Nacco, Board Secretary Kerri Thurman, Jill Cranmore, Dr. Carl Bridges, Tammy Betancourt, Stacy Ehmen, Brian Hensgen, Lara Conklin, Mark Barnes, Tonya Hill, Tim Bunton, Nick Catlett, Dylan Miller, Damie Cramer, Jerry Davis, Naomi Dolan, Autumn Lange, Nicole McFarland and Jared Fritz.

Media present: Steve Brandy WDAN-WDNL.

PUBLIC HEARING

Mr. Harby recessed the regular meeting at 5:34 p.m. for the purpose of conducting a Public Hearing on the FY2023 Budget.

RECONVENE

Mr. Wolfe, upon completion of the Public Hearing, moved that the Board reconvene in regular session. The motion was seconded by Mr. Hill and passed by roll call vote: 7 yeas, 0 nays. Mr Harby reconvened the Regular Board Meeting at 5:36 p.m.

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. Hill, and second by Ms. Finch, 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: Jill Cranmore, Vice President, Human Resources and Labor Relations; Dr. Carl Bridges, Vice President, Academic Affairs; Tammy Betancourt, Vice President, Finance and Chief Financial Officer; Stacy Ehmen, Vice President, Student Services; Brian Hensgen, Assistant Vice President, Student Services/Executive Director, Workforce Development; Lara Conklin, Executive Director, College Relations; Mark Barnes, Director, Information Technology; Tonya Hill, Executive Director, College Foundation; Tim Bunton, Director, Athletics; Nick Catlett, Director, Workforce and Recruitment Services; Dylan Miller,

Campus Safety Officer; Damie Cramer, Administrative Assistant, President/Operations; Jerry Davis, Jerry Davis Law; Naomi Dolan, Presidential Scholar; Autumn Lange, Presidential Scholar; Nicole McFarland and Jared Fritz, volleyball representatives.

Media present: Steve Brandy, WDAN-WDNL.

ITEM 6: INSIDE THE COLLEGE: FOUNDATION REPORT

DACC Foundation Report. Executive Director Tonya Hill provided an update on the DACC Foundation. She reported that 100% of the students who applied for a scholarship and are attending DACC received a scholarship. The Foundation awarded 658 scholarships valued at over \$946,000 this past year. She also announced that 21 high school dual enrollment students received a \$250 scholarship. She has a goal of awarding over \$1 million in scholarships. She expressed appreciation to the Board of Trustees for their continuous support of the Vickie J. Miller Scholarship.

Ms. Hill introduced first-year Presidential Scholar Naomi Dolan and second-year Presidential Scholar Autumn Lange. Ms. Dolan and Ms. Lange shared their educational journey and expressed appreciation for the scholarships they have received and for the support of faculty and staff.

The Board and Dr. Nacco thanked Ms. Hill, Ms. Dolan, and Ms. Lange for their reports.

ITEM 7: FINANCIAL UPDATE

Vice President Betancourt provided a financial update to the Board. The Financial Statement of Revenue and Expenditures ending August 31, 2022 was included in the Board agenda book.

ITEM 8: PRESIDENT'S REPORT

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

ITEM 9: PUBLIC COMMENT

Nicole McFarland and Jared Fritz addressed the Board regarding reinstating the volleyball program at DACC.

ITEM 10: CONSENT AGENDA

A. BOARD CONSIDERATION OF THE MINUTES OF THE BOARD WORKSHOP ON AUGUST 8, 2022; AND MINUTES OF THE REGULAR BOARD MEETING OF AUGUST 18, 2022

B. FINANCIAL REPORT

C. CLERY SECURITY REPORT

Upon motion by Mr. Haun, and a second by Ms. Finch, the Board approved the items on the Consent Agenda. The motion passed by roll call vote: 7 yeas, 0 nays.

ITEM 11: UNFINISHED BUSINESS

ITEM 12: NEW BUSINESS

A. BOARD CONSIDERATION OF HUMAN RESOURCES REPORT

Recommendations of Employment are conditional upon all Human Resources processes being met.

Upon motion by Mr. Hill, and a second by Ms. Finch, the Board approved the Human Resources Report. The motion passed by roll call vote: 7 yeas, 0 nays.

B. 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 \$1,255.19 was expended for travel expenditures for trustees over the last month. The expenses were for the ACCT Leadership Congress for October 2022 (\$875.00) and ICCTA Seminar in Springfield, IL (\$150.00) for Mr. Dave Harby and travel for ACCT Leadership in October 2022 for Mr. Greg Wolfe (\$230.19).

Upon motion by Mr. Haun, and a second by Mr. Hill, the Board approved the travel expenditures for the Trustees. The motion passed by roll call vote: 7 yeas, 0 nays.

C. BOARD CONSIDERATION OF COURSE FEES

The cost of educational supplies, materials, program specific software, and equipment continue to increase annually. Course fees are assessed at the section level (one fee per course per student) to attempt to recoup a portion of these expenses. The last time these fees were increased was in the summer term of 2015.

Upon motion by Mr. Hill, and a second by Mr. Haun, the Board approved the proposed increase in course fees effective with the Spring term 2023. The motion passed by roll call vote: 7 yeas, 0 nays.

D. BOARD CONSIDERATION OF RESOLUTION TO ADOPT FY2023 BUDGET AND RESOLUTION TO APPROVE TAX LEVY

At the August Board of Trustees meeting the Board approved placing the tentative FY2023 Budget on display for the required 30 days. The September 22 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 \$18,377,858. This is approximately 4.7% higher than the FY2022 Operating budget. With the adoption of a FY23 budget at the state level, which resulted in a .4% decrease in our operating and equalization grants, as well as continued increases in local property taxes as a result of an increasing Equalized Assessed Valuation, the College will be able to move forward by investing in Human Resources to maintain quality instruction and student service, provide training needed to meet the employment demands of the community, cover software increases, maintain our

Colleague SIS/ERP system in the Cloud, and cover estimated increases in health insurance premiums and utilities.

Depending on the fluctuation in the Equalized Assessed Valuation, the tax levy rate is anticipated to be approximately 61.35 cents. The current rate is 61.77 cents.

Included in the Board packet is a Resolution to Adopt the Budget, a Resolution Approving the Tax Levy, and a Truth in Taxation Certificate of Compliance.

Upon motion by Mr. Wolfe, and a second by Mr. Hill, the Board approved the FY2023 Budget, with \$29,476,301 total budgeted expenditures for all funds of the District, and Resolution approving the Tax Levy. The motion passed by signature vote: 7 yeas, 0 nays.

E. BOARD CONSIDERATION OF APPROVING THE TIMING OF RECOGNITION OF PROPERTY TAX REVENUE

Governmental Accounting Standards Board (GASB) Statement #33 addresses accounting and financial reporting for non-exchange 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 occurs 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.

This Resolution is asking the Board to recognize 100% of the 2022 levy revenue in Fiscal Year 2023. If approved, this action will formally allocate property tax revenue that is consistent with our past practice.

Upon motion by Ms. Finch, and a second by Mr. Spezia, the Board approved the Resolution recognizing 100% of the 2022 levy revenue in Fiscal Year 2023. The motion passed by signature vote: 7 yeas, 0 nays.

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

A Resolution for Community College Election is included for the purpose of electing three members for a full term of six years to the College Board of Trustees. The election will be held on Tuesday, April 4, 2023. 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 4, 2023 election shall be filed between the hours of 8:00 a.m. and 5:00 p.m. on December 12, 13, 14, 15, 16, or 19, 2022. Nominating petitions along with applicable documents may be picked up in the Office of the Board Secretary.

Upon motion by Mr. Wolfe, 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 #507. The motion passed by signature vote: 7 yeas, 0 nays.

**G. BOARD CONSIDERATION OF EXTENSION OF ELLUCIAN
MANAGED SERVICES – ADVISORY SERVICES**

In October, 2021, the Board approved an agreement with Ellucian to provide operational support to the College in the form of what is considered to be 0.4 FTE.

This support has been an invaluable asset to the College. The individuals that have worked with us ensured the migration to the Cloud was successful in February, have provided custom programming and report writing, assisted in troubleshooting technical and functional issues and perhaps of most importance is the training and knowledge transfer. College staff have learned a tremendous amount of functional and technical expertise that is allowing the system to work more efficiently, effectively and as designed.

With the turnover in MIS staff in the last year, as well as the support that has been needed to stabilize the system and complete tasks that had to be delayed as the result of the Cloud migration, an additional year of these services is being requested.

The cost of this contract for the one-year period is \$123,600. This equates to an hourly rate of \$150. The regular Ellucian consulting rate is \$250 plus an additional \$250 for project management. The fee is payable in four equal quarterly installments and has been included in the Operating Budget for FY23. If needed, there are funds available in the MIS Reserves account in the Board Restricted Reserves fund.

Our Colleague system is the lifeline and the foundation of the operations of the College. It is our Student Information System (SIS) and our Enterprise Resource Planning (ERP) system. An additional year of this service will strengthen our business operations infrastructure and ensure the College is on the correct trajectory in relation to these important services to our students and employees.

Upon motion by Mr. Hill, and a second by Mr. Finch, the Board approved a one-year agreement with Ellucian to provide Advisory services for the amount of \$123,600. The motion passed by roll call vote: 7 yeas, 0 nays.

**H. BOARD CONSIDERATION OF BIDS FOR COMPUTER
EQUIPMENT**

Bids were advertised in the News Gazette and Commercial News (including the Internet) for computer equipment approved on the FY23 Capital Equipment list. Bids were requested for (80) ThinkCentre M80s Desktop Computers; (15) Lenovo ThinkPads; (80) NEC MultiSync LED 27” monitors; and (25) Lenovo ThinkCentre Desktop Computers.

This equipment was approved on the FY-23 Capital Equipment List and funding will be through Technology/Equipment Bonds.

Upon motion by Ms. Finch, and a second by Mr. Hill, the Board approved the low bid of \$170,770.00 from Y&S Technologies for computer equipment. The motion passed by roll call vote: 7 yeas, 0 nays.

I. BOARD CONSIDERATION OF REVISING DATE OF THE OCTOBER BOARD MEETING

Chair Dave Harby and Vice Chair Greg Wolfe plan to attend the ACCT Conference the last week of October and the Board meeting is scheduled for Thursday, October 27; therefore, the date of the October Board meeting may need to be revised.

Upon motion by Mr. Wolfe, and second by Mr. Hill, the Board approved revising the date of the October Board Meeting to October 20, 2022. The motion passed by roll call vote: 7 yeas, 0 nays.

J. VOLLEYBALL DISCUSSION

Dr. Nacco provided background information regarding the history of the volleyball program. The Trustees discussed the possibility of reinstating volleyball. It was suggested that a study session be scheduled prior to the next regular Board meeting.

ITEM 15: INFORMATION

A. TRUSTEE COMMENTS

- Mr. Hill shared the sad news of Mr. Joe Springer recently passing away. He was a long-time Coach and Athletic Director at DACC. Thoughts and prayers are with the Springer family.
- Mr. Spezia thanked Mark Barnes and Dr. Nacco for their assistance with the Lions Club meeting held on campus.
- Mr. Haun thanked the community members for attending the meeting.
- Mr. Harby also thanked the community members for their passion and professionalism.

B. COMMUNICATIONS

ITEM 16: ADJOURNMENT

There being no further business to discuss, Mr. Harby adjourned the meeting at 7:37 p.m.

Chairperson, Board of Trustees

Secretary, Board of Trustees

Approved: _____