

MINUTES OF THE REGULAR MEETING OF JANUARY 26, 2023

On January 26, 2023, 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

Ms. Gentry Howard, Presidential Scholar, led the Board and those in attendance in reciting the Pledge of Allegiance.

ITEM 3: ROLL CALL

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

Others present: President Dr. Stephen Nacco, Board Secretary Kerri Thurman, Jill Cranmore, Dr. Carl Bridges, Stacy Ehmen, Tammy Betancourt, Lara Conklin, Doug Adams, Mark Barnes, Whitney Yoder, Dylan Miller, Terri Cummings, McKenna Allison, Jerry Davis, and Gentry Howard.

Media present: Steve Brandy 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. Wolfe, and a second by Mr. Hill, the agenda was approved as presented. The motion passed by unanimous voice vote: 6 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; Stacy Ehmen, Vice President, Student Services; Tammy Betancourt, Vice President, Finance and Chief Financial Officer; Lara Conklin, Executive Director, College Relations; Doug Adams, Executive Director, Maintenance & Facilities; Mark Barnes, Director, Information Technology; Whitney Yoder, Controller, Business Office; Dylan Miller, Campus Safety Officer; Terri Cummings, Dean, Business & Technology; McKenna Allison, Director, Education Programs, Department of Corrections; Jerry Davis, Jerry Davis Law; and Gentry Howard, Presidential Scholar.

Media present: Steve Brandy, WDAN-WDNL.

ITEM 6: INSIDE THE COLLEGE: DEPARTMENT OF CORRECTIONS UPDATE

Director of Education Programs McKenna Allison gave an update of the programs that are offered at the Danville Correctional Center. She noted transfer classes have started again at the facility with seven full-time DACC instructors and two part-time instructors. Approximately 80 students started associate degree courses which should result in approximately 620 credit hours.

She reported six students recently received their associate degrees with the goal of 17 additional graduates following this semester.

Ms. Allison reported that Judy Bowie was recently hired to assist with transfer courses. Currently there is a waiting list of approximately 100 students.

Tutoring through Adult Education is also offered with at least 40 participants per week.

The Board and Dr. Nacco thanked Ms. Allison for the presentation.

ITEM 7: FINANCIAL UPDATE

The Financial Statement of Revenue and Expenditures ending December 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

There was no public comment.

ITEM 10: CONSENT AGENDA

- A. BOARD CONSIDERATION OF THE MINUTES OF THE SPECIAL BOARD MEETING OF DECEMBER 12, 2022; AND MINUTES OF THE REGULAR BOARD MEETING OF DECEMBER 15, 2022.**
- B. FINANCIAL REPORT**
- C. CLERY SECURITY REPORT**
- D. BOARD CONSIDERATION OF AUTHORIZATION FOR DESTRUCTION OF VERBATIM RECORDINGS OF CLOSED SESSIONS**

Upon motion by Mr. Wolfe, and a second by Mr. Hill, the Board approved the items on the Consent Agenda. The motion passed by roll call vote: 6 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 second by Ms. Cherry, the Board approved the Human Resources Report. The motion passed by roll call vote: 6 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 \$550.00 was expended for travel expenditures for trustees over the last month. The expenses were for the ACCT Legislative Summit in Washington, DC in February 2023 for Mr. Greg Wolfe.

Upon motion by Mr. Hill and a second by Mr. Spezia, the Board approved the travel expenditures for the Trustee. The motion passed by roll call vote: 6 yeas, 0 nays.

C. BOARD CONSIDERATION OF BIDS FOR HEGELER HALL ROOF REPLACEMENT

Bids were requested for the replacement of the 13,000 square feet roof at the existing building. This work was bid as one (1) general work bid which includes a roof tear off with (1) alternate bid if a tear off is not required.

It has been determined that a full tear off is not required and funding will come from the donation to the Foundation from the Julius W. Hegeler II Foundation.

Upon motion by Mr. Wolfe and a second by Mr. Spezia, the Board approved the bid of \$268,500 from Sentry Roofing for the Hegeler Hall roof replacement. The motion passed by roll call vote: 6 yeas, 0 nays.

D. BOARD CONSIDERATION OF ACCEPTANCE OF FY2022 COLLEGE ANNUAL COMPREHENSIVE FINANCIAL AUDIT REPORT (EXTERNAL EXHIBIT)

The Board of Trustees Audit Committee (Mr. Harby, Ms. Finch and Student Trustee Olivia Logue) met on November 3, 2022 with the Auditors, Sara McKenna and Heather Wroblewski, of Wipfli, LLP. The purpose of the meeting was to review and discuss the audited Comprehensive Annual Financial Report for the fiscal year ended June 30, 2021. Also in attendance from the DACC Staff were Dr. Nacco, Whitney Yoder, Tammy Betancourt, Dr. Carl Bridges, Kerri Thurman, and Dylan Miller.

Upon motion by Mr. Wolfe, and a second by Ms. Cherry, the Board accepted the FY2022 College Annual Comprehensive Financial Audit Report. The motion passed by roll call vote: 6 yeas, 0 nays.

E. BOARD CONSIDERATION OF TRANSFER OF MONIES FROM THE WORKING CASH FUND TO THE EDUCATION FUND AND THE OPERATIONS AND MAINTENANCE FUND

The College is required to have a resolution adopted by the Board to allow the transfer of monies from the Working Cash Fund to the Educational Fund and Operations and Maintenance Fund.

This resolution authorizes funds to be transferred as needed to meet the payment due dates for expenditures incurred in these funds when the revenue is not received in time to meet the cash outflow requirements. This transfer also avoids the issuance of tax anticipation warrants.

The transaction is considered an internal loan and must be repaid to the Working Cash Fund within one calendar year since the intent is not to abolish the balance in this fund. The majority of the funds utilized to pay the loan will be from the collection of tax revenue and student tuition with no reliance on state funding.

The timing of this resolution avoids having a negative cash balance at the end of the fiscal year (June 30). This resolution is requested annually and meets the requirements of ICCB and the College Auditors.

Upon motion by Mr. Hill, and a second by Mr. Wolfe the Board approved the transfer of monies from the Working Cash Fund to the Education Fund and the Operations and Maintenance Fund. The motion passed by signature vote: 6 yeas, 0 nays.

F. BOARD CONSIDERATION OF RETIREMENTS

1. DR. JAMIE BERTHEL, DISTINGUISHED PROFESSOR, RHETORIC

2. DON YORK, DISTINGUISHED PROFESSOR, MATHEMATICS

Dr. Jamie Berthel, Distinguished Professor, Rhetoric has submitted her letter of intent to retire effective May 31, 2023. The Board and Dr. Nacco wished her well in her upcoming retirement.

Upon motion by Ms. Cherry and a second by Mr. Hill, the Board approved the retirement of Dr. Jamie Berthel effective May 31, 2023. The motion passed by roll call vote: 6 yeas, 0 nays.

Mr. Don York, Distinguished Professor, Mathematics has submitted his letter of intent to retire effective July 31, 2023. The Board and Dr. Nacco wished him well in his upcoming retirement.

Upon motion by Mr. Spezia and a second by Mr. Wolfe, the Board approved the retirement of Don York effective July 31, 2023. The motion passed by roll call vote: 6 yeas, 0 nays.

G. BOARD CONSIDERATION OF VOLUNTARY SEPARATION PROGRAM AGREEMENT

1. DR. JAMIE BERTHEL, DISTINGUISHED PROFESSOR, RHETORIC

2. DON YORK, DISTINGUISHED PROFESSOR, MATHEMATICS

Dr. Jamie Berthel, has submitted her request for the Voluntary Separation Program Agreement effective May 31, 2023.

Upon motion by Mr. Hill and a second by Mr. Spezia, the Board approved the Voluntary Separation Program Agreement for Dr. Jamie Berthel effective May 31, 2023. The motion passed by roll call vote: 6 yeas, 0 nays.

Mr. Don York, has submitted his request for the Voluntary Separation Program Agreement effective July 31, 2023.

Upon motion by Mr. Hill and a second by Ms. Cherry, the Board approved the Voluntary Separation Program Agreement for Don York effective July 31, 2023. The motion passed by roll call vote: 6 yeas, 0 nays.

H. BOARD CONSIDERATION OF THE PROPOSED 2024-2025, 2025-2026, 2026-2027

The proposed Academic Calendar for 2024-2025, 2025-2026, 2026-2027 continues our philosophy of adopting as much commonality as possible with the Academic Calendar approved by the Vermilion County secondary schools.

This proposed calendar of 2024-2025, 2025-2026, and 2026-2027 meets the ICCB requirement of 150 instruction days excluding examination and in-service days. It also conforms to the number of days of service and in-service days as outlined in our faculty contract and allows for study days or instructional make-up days as requested by ICCB.

Upon motion by Mr. Wolfe and a second by Mr. Hill, the Board approved the academic calendars for 2024-2025, 2025-2026, and 2026-2027. The motion passed by roll call vote: 6 yeas, 0 nays.

I. BOARD DISCUSSION OF HONORING STATE SENATOR SCOTT BENNETT

The Trustees discussed honoring the late State Senator Scott Bennett.

ITEM 13: INFORMATION

A. STUDENTS TRUSTEE ELECTION CALENDAR

B. TRUSTEE COMMENTS

- Mr. Spezia commended the DACC employees who were involved with the Vermilion County tournament and for bringing students on campus.
- Ms. Cherry thanked the college community for hosting the Youth Leadership Conference on Monday. She noted this event also brought several students to campus.
- Mr. Wolfe noted he has heard many wonderful comments about the tournament.
- Mr. Hill also expressed appreciation for both the county tournament and the youth conference.
- Mr. Harby announced the Retreat on Saturday starts at 8:00 a.m. and that there are basketball games in the afternoon. He expressed appreciation for the tournament as well.

C. COMMUNICATIONS

ITEM 14: ADJOURNMENT

There being no further business to discuss, Mr. Harby adjourned the meeting at 6:33 p.m.

Chairperson, Board of Trustees

Secretary, Board of Trustees

Approved: _____