

## **MINUTES OF THE REGULAR MEETING OF MARCH 28, 2024**

On March 28, 2024, 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**

The Board and those in attendance recited the Pledge of Allegiance.

### **ITEM 3: ROLL CALL**

The roll was called. Trustees present: Sandra Finch, Dave Harby, Terry Hill, Greg Wolfe, and Student Trustee Decarlo Flagg. Trustees absent: Tracy Cherry, Dylan Haun, and Maruti Seth.

Others present: President Dr. Stephen Nacco, Board Secretary Kerri Thurman, Jill Cranmore, Tammy Betancourt, Lara Conklin, Doug Adams, Mark Barnes, Carl Lewis, Terri Cummings, Dean Graves, Alan Wilson, Dylan Miller, and Jerry Davis.

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: 5 yeas, 0 nays.

### **ITEM 5: RECOGNITION OF VISITORS**

Dr. Nacco introduced the following: Tammy Betancourt, Vice President and Chief Financial Officer; Jill Cranmore, Vice President, Human Resources and Labor Relations; Doug Adams, Executive Director, Facilities & Maintenance; Lara Conklin, Executive Director, College Relations; Mark Barnes, Director, Information Technology; Carl Lewis, Assistant Vice President, Finance and Chief Information Officer; Terri Cummings, Dean, Business and Technology; Dean Graves, Instructor, Automotive Technology; Alan Wilson, Instructor, Automotive Technology; Dylan Miller, Campus Security; and Jerry Davis, Jerry Davis Law.

### **ITEM 6: INSIDE THE COLLEGE: PROVOST'S PROMISE**

Dr. Nacco shared information regarding the Provost's Promise program. He summarized the proposed program's requirements as well as the benefits for students.

### **ITEM 7: REPORT ON ICCTA SEMINAR, KANKAKEE, IL, MARCH 8-9, 2024**

Mr. Wolfe, Mr. Flagg, and Dr. Nacco attended the ICCTA Seminar in Kankakee, Illinois and provided an update on the sessions/meetings they attended.

### **ITEM 8: FINANCIAL UPDATE**

The Financial Statement of Revenue and Expenditures ending February 29, 2024 was included in the Board agenda book.

**ITEM 9: PRESIDENT’S REPORT**

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

**ITEM 10: PUBLIC COMMENT**

There was no public comment.

**ITEM 11: CONSENT AGENDA**

**A. BOARD CONSIDERATION OF THE MINUTES OF THE SPECIAL MEETING OF FEBRUARY 8, 2024; AND THE MINUTES OF THE REGULAR BOARD MEETING OF FEBRUARY 22, 2024**

**B. FINANCIAL REPORT**

**C. CLERY SECURITY REPORT**

Upon motion by Mr. Hill, and a second by Ms. Finch, the Board approved the items on the Consent Agenda. The motion passed by roll call vote: 5 yeas, 0 nays.

**ITEM 12: UNFINISHED BUSINESS**

**ITEM 13: 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. Wolfe, and second by Mr. Hill, the Board approved the Human Resources Report. The motion passed by roll call vote: 5 yeas, 0 nays.

**B. BOARD CONSIDERATION 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 \$2,445.28 was expended for travel expenditures for trustees over the last month. The expenses were \$1,961.40 for the ACCT National Legislative Summit in Washington, DC in February 4-7, 2024 for Mr. Greg Wolfe; and \$483.88 for the ICCTA Seminar in Kankakee, IL in March 7-9, 2024 for Mr. Greg Wolfe and Mr. Decarlo Flagg.

Upon motion by Mr. Hill, and a second by Ms. Finch, the Board approved the travel expenditures for Trustees. The motion passed by roll call vote: 5 yeas, 0 nays.

**C. BOARD CONSIDERATION OF TUITION AND TECHNOLOGY/ACTIVITY FEE INCREASES**

Historically during the spring semester, Danville Area Community College considers the rate of tuition and universal fees in making projections for the budget for the upcoming fiscal year.

Making early budget projections for the next fiscal year are always challenging; however, early projections indicate that a tuition and fee revenue increase is needed to provide additional revenue to help balance the budget.

During the Board Financial Retreat on February 8, 2024 financial projections that included a tuition increase of \$3 per credit hour and a mandatory technology/activity fee increase of \$2 per credit hour were discussed. A \$10 increase to the out-of-district, out-of-state and international tuition rates was also discussed.

Upon motion by Mr. Wolfe, and a second by Ms. Finch, the Board approved a \$3 per credit hour in-district tuition increase and a \$2 per credit hour technology/activity fee increase. The motion passed by roll call vote: 5 yeas, 0 nays.

#### **D. BOARD CONSIDERATION OF DACC HONORARY DEGREES**

DACC's Graduation Committee requested nominations for an honorary Associate degree during the 2024 commencement ceremony. A degree will be bestowed to two individuals who have exhibited exemplary achievement to DACC.

Upon motion by Mr. Wolfe, and a second by Mr. Hill, the Board approved Dr. Wesley Bieritz and Ms. Sybil Mervis as recipients of the 2024 DACC Honorary Degrees. The motion passed by roll call vote: 5 yeas, 0 nays.

#### **E. BOARD CONSIDERATION OF BIDS FOR COMPUTER EQUIPMENT FOR THE ILLINOIS WORKS GRANT PRE-APPRENTICESHIP GRANT**

Bids were advertised for computer equipment required for the Illinois Works Pre-Apprenticeship Grant. Bids were requested for: (22) Lenovo ThinkPads. This equipment will be funded with Illinois Works Pre-Apprenticeship grant funds.

Upon motion by Mr. Hill, and a second by Ms. Finch, the Board approved the purchase of computer equipment from Zones, Inc. in the amount of \$27,500.00. The motion passed by roll call vote: 5 yeas, 0 nays.

#### **F. BOARD CONSIDERATION OF COMPUTER EQUIPMENT FOR AUTOCAD LAB**

Bids were advertised for computer equipment required for the AutoCAD Lab TC-105H. Bids were requested for: (17) Legion Tower 5 Gen 8. This equipment will be funded with Technology/Equipment Bond proceeds.

Upon motion by Mr. Wolfe, and a second by Mr. Hill, the Board approved the purchase of computer equipment from Y&S Technologies in the amount of \$50,439.00. The motion passed by roll call vote: 5 yeas, 0 nays.

**G. BOARD CONSIDERATION OF BIDS FOR SECURITY VEHICLE**

The College's security vehicle, a 2013 Ford Taurus, was purchased in 2015 and is beyond repair.

Bids were advertised for both a purchase and a 3-year lease (10,000 mile allocation) for: (1) 2024 TRUCK with various minimum vehicle specifications.

An analysis between purchasing and leasing the vehicle indicates it would be less cost to the College if the vehicle is purchased. Funding for the vehicle will be from the Liability, Protection and Settlement Fund.

Upon motion by Mr. Wolfe, and a second by Mr. Flagg, the Board approved the purchase of a security vehicle, a 2024 truck, from Serra GMC in the amount of \$47,980.03. The motion passed by roll call vote: 5 yeas, 0 nays.

**H. BOARD CONSIDERATION OF BIDS FOR USED FORD MUSTANG MACH-E**

The College received a grant from ICCB to purchase electric vehicles for the purpose of expanding the automotive training program to prepare individuals for careers in EV technology and EV specific advanced manufacturing fields, with a priority focus on programs and training in areas that are most in demand by EV business and industry partners.

To that end, bids were advertised for (1) 2021-2024 new or used Ford Mustang Mach-E with various minimum vehicle specifications. The vehicle will be purchased with grant funds from the ICCB REVUP Grant.

Upon motion by Mr. Wolfe, and a second by Mr. Hill, the Board approved the purchase of a 2021 used Ford Mustang Mach-E in the amount of \$34,000.00. The motion passed by roll call vote: 5 yeas, 0 nays.

**I. BOARD CONSIDERATION OF BIDS FOR USED CHEVROLET BOLT**

Bids were advertised for (1) 2022-2024 new or used Chevrolet Bolt with various minimum vehicle specifications. The vehicle will be purchased with proceeds from Technology/Equipment Bonds.

Upon motion by Ms. Finch, and a second by Mr. Wolfe, the Board approved the purchase of a 2022 used Chevrolet Bolt in the amount of \$22,000.00. The motion passed by roll call vote: 5 yeas, 0 nays.

**J. BOARD CONSIDERATION OF BOND AMENDMENT FOR BOARD TREASURER**

In accordance with the Illinois Public Community College Act (ILCS 805/3-19), attached for approval by the DACC Board is an amendment to the Treasurer's Bond for the Board Treasurer, Tammy Betancourt. The amendment extends the existing bond to March 1, 2025 and decreases the limit from \$5,500,000 to \$5,000,000. The decrease is due to decreases in cash on hand which

impact the calculation of the limit. The amendment will be filed with the Illinois Community College Board and the County Clerks upon Board approval.

Upon motion by Mr. Wolfe, and a second by Mr. Hill, the Board approved the amendment to the Treasurer's Bond for Tammy Betancourt, Board Treasurer. The motion passed by roll call vote: 5 yeas, 0 nays.

**K. BOARD CONSIDERATION OF A MOTION TO RETAIN CHAPMAN AND CUTLER LLP, CHICAGO, ILLINOIS AS BOND AND DISCLOSURE COUNSEL WITH RESPECT TO THE PROPOSED ISSUANCE OF \$5,000,000 GENERAL OBLIGATION COMMUNITY COLLEGE WORKING CASH BONDS (TAXABLE), SERIES 2024, AND IN DOING SO, AUTHORIZE CHAPMAN AND CUTLER LLP, TO PREPARE THE NECESSARY LEGAL PROCEEDINGS FOR THE PROPOSED ISSUANCE**

Illinois House Bill 1133 was signed into law as Public Act 103-0278 on July 28, 2023. With the new law, community colleges now have the authority to use monies in the Working Cash Fund for any and all community college purposes. Funds may be permanently transferred from the restricted Working Cash Fund to other funds and may be subsequently replenished through the issuance of working cash bonds or a tax levy. This provides an opportunity for the College to secure funds for future College needs for technology and instructional equipment needs, deferred maintenance, or any corporate purpose the Board deems appropriate. The current balance in the Working Cash Fund is \$5,429,723.

During the FY24 budgeting process, it was apparent that funds were not sufficient to meet the technology and instructional equipment needs. The funds from the 2022 Technology/Equipment Bonds will be exhausted as planned over the two year period. There still remains some outdated technology and instructional equipment that needs updated and replaced. With the rapid changes in technology, our College needs to provide sufficient funds for updating equipment on a three to four year cycle. The issuance of Technology/Equipment Bonds in the amount of \$1,500,000 would be consistent with the College's two-year issuance cycle and would provide the funds needed to meet technological and instructional equipment needs.

The College's list of deferred maintenance projects is approximately \$7,000,000. In addition, with the funding by the State of Illinois for the Clocktower/Ornamental Horticulture project, the College's Facility, Construction and Renovation Reserve has been reduced by \$1,088,600.

By transferring \$3,500,000 of working cash funds to the Board Restricted Fund for future use as determined by the Board and transferring \$1,500,000 to the Restricted Purposes Fund for the purchase of technological and instructional equipment the College would be in a better financial position to quickly pivot to the ever changing academic landscape. In addition, it would provide additional reserves to weather unplanned and unknown situations, for example, the Covid-19 pandemic, as well as fund needed deferred maintenance and capital projects.

The College's current bond and interest tax rate is 6.85 cents. The issuance of \$5,000,000 in Working Cash Fund Bonds would potentially only increase the tax rate to 8 cents, depending on the final Equalized Assessed Valuations (EAV) in future years. The College has maintained a bond and interest tax rate of approximately 8 cents since 2001. In addition, it may not impact the College's overall tax rate which not only depends on the EAV in future years, but also the amounts of each levy category in future years. The College always strives to maintain a tax rate of 61 cents and has maintained the rate with minor fluctuations also since 2001.

Retaining the services of Bond and Disclosure Counsel is necessary to help the College through the complex process of issuing Taxable General Obligation Working Cash Fund Bonds, Series 2024. Chapman and Cutler, LLP has provided Danville Area Community College with similar services with previous Debt Certificate and Bond issuances. The fee proposed for the issuance of \$5,000,000 Working Cash Fund Bonds is \$23,000 for bond counsel and \$12,500 for disclosure counsel for a total of \$35,500. Due to the size of the issuance, it will be required to be a public offering; therefore, disclosure counsel services are needed in addition to bond counsel. These fees as a percentage of issuance (.005 and .0025) are the same as they were in 2013, the last time the College issued bonds via public offering.

Upon motion by Mr. Wolfe, and a second by Mr. Hill, the Board entered into an agreement with Chapman and Cutler, LLP for bond counsel and disclosure counsel services for the issuance of \$5,000,000 in Taxable General Obligation Working Cash Fund Bonds, Series 2024. The motion passed by roll call vote: 5 yeas, 0 nays.

#### **L. BOARD CONSIDERATION OF PROVOST'S PROMISE**

The "Provost's Promise" is the name for a proposed "Free College" pilot program.

With the Board's approval, the College will introduce and promote the program's pilot during the spring. The first students eligible to participate will be those attending in the Fall 2024 semester as first-time, full-time students.

Upon motion by Ms. Finch, and a second by Mr. Flagg, the Board approved the Provost's Promise program. The motion passed by roll call vote: 5 yeas, 0 nays.

#### **M. BOARD CONSIDERATION OF PROPOSAL TO INSTALL SECURITY CAMERAS AND DOOR ACCESS IN HEGELER HALL**

The Julius W Hegeler Hall II renovation project is nearing phase one substantial completion and will need to have a security cameras, Halo sensors and door access controls installed that integrate with the College's campus-wide security system.

The scope of work will include the installation of 9 security cameras, 3 Halo Smart Sensors and 3 exterior door access controls.

The security system is outside of the scope of the project with the contractor for the renovation project, however, there is funding available in the overall project to cover this expense.

Upon motion by Mr. Wolfe, and a second by Mr. Hill, the Board approved the proposal from Johnson Controls Security Solutions for the purchase and installation of new security cameras, Halo sensors, door access controls and related subscription software to be installed in the Julius W. Hegeler II Hall in the amount of \$47,812.55. The motion passed by roll call vote: 5 yeas, 0 nays.

**N. BOARD RECOGNITION OF STUDENT TRUSTEE**

The Board and Dr. Nacco recognized Mr. Decarlo Flagg, Student Trustee. The Board commended him for his hard work and dedication as Student Trustee over the past year. They wished him well in his future endeavors.

**O. CLOSED SESSION FOR DELIBERATIONS CONCERNING THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY; SECURITY PROCEDURES, SCHOOL BUILDING SAFETY AND SECURITY, AND THE USE OF PERSONNEL AND EQUIPMENT TO RESPOND TO AN ACTUAL, A THREATENED, OR A REASONABLE POTENTIAL DANGER TO THE SAFETY OF EMPLOYEES, STUDENTS, STAFF, THE PUBLIC, OR PUBLIC PROPERTY; AND APPROVAL OF THE WRITTEN CLOSED SESSION MINUTES OF FEBRUARY 8, 2024**

Upon motion by Mr. Wolfe, and a second by Ms. Finch, the following Resolution was adopted by roll call vote: 5 yeas, 0 nays.

**BE IT RESOLVED**, in accordance with the provisions of Chapter 120/2(c 2, 8, 21) of the Open Meetings Act, the Board of Trustees of Community College District #507 shall enter a Closed Session for deliberations concerning the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property; and approval of the written Closed Session Minutes of February 8, 2024.

Dated this 28<sup>th</sup> day of March 2024.

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

**OPEN SESSION**

The Board returned to Open Session at 6:48 p.m.

**P. BOARD CONSIDERATION OF RENEWAL OF PRESIDENT'S CONTRACT**

Upon motion by Mr. Hill, and a second by Mr. Flagg, the Board approved the renewal of the President's contract for four years. The motion passed by roll call vote: 5 yeas, 0 nays.

**Q. BOARD CONSIDERATION OF COMPUTER NETWORK  
HARDWARE AND SOFTWARE**

The College would like to implement a parallel network system at the Hoopeston Higher Learning Center (HLC). The cost to purchase the equipment would be approximately \$30,000 and the cost to purchase the software licenses would be approximately \$40,000. The cost of the equipment could be funded with Technology/Equipment Bond proceeds and there is availability in the IT Network budget to absorb the cost of the software.

In order for the system to be a true parallel system the College would need to purchase the exact same equipment and software that is currently in use. The College utilizes Scale brand equipment and software through Alliance Technology Group. This purchase would be exempt from public bid requirements under 110 ILCS 805/3-27.1 (f) – “purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software...”

Upon motion by Mr. Wolfe, and a second by Mr. Finch, the Board approved the purchase of computer network equipment and software in an amount not to exceed \$75,000 from Alliance Technology Group for the purposes of installing a parallel network in Hoopeston. The motion passed by roll call vote: 5 yeas, 0 nays.

**ITEM 14: INFORMATION**

**A. TRUSTEE COMMENTS**

- Mr. Flagg expressed appreciation for the experience over the last year as Student Trustee.
- Ms. Finch wished Mr. Flagg luck in his future endeavors.
- Mr. Wolfe thanked Mr. Flagg for his service. He also thanked the countless volunteers for the success of the tournament.
- Mr. Hill congratulated Mr. Flagg and Brian Hensgen and his crew for their efforts with the tournament.
- Mr. Harby also congratulated Mr. Flagg and the tournament volunteers. He also reminded Trustees of the April 8<sup>th</sup> Board Workshop in LH205.

**B. COMMUNICATIONS**

**ITEM 15: ADJOURNMENT**

There being no further business to discuss, Mr. Harby adjourned the meeting at 6:53 p.m.

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Chairperson, Board of Trustees

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Secretary, Board of Trustees

Approved: \_\_\_\_\_