

MINUTES OF THE REGULAR MEETING of September 26, 2019

On September 26, 2019, 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 5:30 p.m.

ITEM 2: PLEDGE OF ALLEGIANCE

Mr. Harrison Lambert, 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: Tracy Cherry, Dave Harby, Terry Hill, Dr. Ron Serfoss, John Spezia, Greg Wolfe, and Student Trustee Holley Hambleton. Trustee absent: Bill Black.

Others present: President Dr. Stephen Nacco, Board Secretary Kerri Thurman, Dave Kietzmann, Tammy Betancourt, Jill Cranmore, Lara Conklin, Stacy Ehmen, Tonya Hill, Jerry Davis, Mark Barnes, Ronnie Johnson, and Harrison Lambert.

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: 7 yeas, 0 nays.

ITEM 5: RECOGNITION OF VISITORS

Dr. Nacco introduced the following members of the College Cabinet: Dave Kietzmann, Executive Vice President, Instruction and Student Services; Tammy Betancourt, Vice President, Finance/Chief Financial Officer; Jill Cranmore, Vice President, Human Resources; Lara Conklin, Executive Director, College Relations; Stacy Ehmen, Vice President, Student Services; and Tonya Hill, Executive Director, Foundation. Also present: Jerry Davis, Davis & Delanois; Mark Barnes, Director, Computer Network and End User Services; Ronnie Johnson, Instructor, Arts; and Harrison Lambert, Presidential Scholar.

Media present: None.

PUBLIC HEARING

Mr. Harby recessed the regular meeting at 5:32 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. Hill and passed by roll call vote: 7 yeas, 0 nays. Mr. Harby reconvened the Regular Board Meeting at 5:34 p.m.

ITEM 6: DACC FOUNDATION REPORT

Ms. Tonya Hill presented a report on DACC Foundation. She gave highlights from the last year. Ms. Hill reported that 20 new scholarships were added over the last year. The Honors Program was last Friday with 550 attendees. This year 500 scholarships were presented to students in the amount of \$665,000. The Food Pantry is utilized on a daily basis and the Student Emergency Fund is available to students in need. Endowed scholarships were awarded to eight faculty members. Many events and tours were held over the last year as well as professional development opportunities.

The Foundation is in the whisper stage of a major gift campaign. Ms. Hill shared the four initiatives in which the campaign will support: Presidential scholarships, healthcare simulation lab, general scholarships, and renovation of the Jacobs Hall – Carnegie Library.

The Board and Dr. Nacco thanked Ms. Hill for her report and for all the Foundation does for students.

ITEM 7: MARKETING REPORT

Ms. Lara Conklin presented a report on Marketing. She shared a PowerPoint presentation regarding digital marketing strategies for the College. She noted that 42% of the world's population uses social media and that YouTube is the preferred form of social media marketing worldwide with 83% of all consumers preferring it. Ms. Conklin defined geotargeting, geofencing, retargeting, and over-the-top (OTT).

Fall digital campaign components consisted of CLARUS Corporation (Community College Marketing Specialists); COMCAST Digital (Cable TV/Xfinity Online); Sinclair Digital (FOX/ABC/COZI/ME/CW); Hyfyn (WCIA) Digital (CBS); and Facebook (Advertising). The target audience for the fall campaign was residents in the service area (18-35), both traditional and non-traditional, unemployed and under-employed. Ms. Conklin shared statistics from the fall campaign and samples of videos presented on various components. DACC's social media presence includes Facebook, Twitter, LinkedIn, YouTube, and Instagram.

The Board and Dr. Nacco thanked Ms. Conklin for her report.

ITEM 8: REPORT ON ICCTA SEMINAR AND BOARD OF REPRESENTATIVES MEETINGS, SEPTEMBER 13-14, 2019

Mr. Wolfe and Mr. Harby attended the ICCTA Seminar and Board of Representatives Meeting on September 13-14, 2019. They shared highlights from the meetings.

ITEM 9: FINANCIAL UPDATE

Ms. Tammy Betancourt gave a financial update to the Board. The Financial Statement of Revenue and Expenditures ending August 31, 2019 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.

ITEM 11: PUBLIC COMMENT

ITEM 12: CONSENT AGENDA

- A. BOARD CONSIDERATION OF THE MINUTES OF THE REGULAR BOARD MEETING OF AUGUST 22, 2019**
- B. FINANCIAL REPORT**
- C. HUMAN RESOURCES REPORT**
- D. BOARD CONSIDERATION OF BOARD POLICY #3025 – TUITION WAIVERS; BOARD POLICY # 6017 – EMERGENCY PURCHASES – DISRUPTION OF VITAL COLLEGE SERVICES; AND BOARD POLICY #6020 – REIMBURSEMENT FOR TRAVEL AND FOOD/BEVERAGE EXPENSES**

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: 7 yeas, 0 nays.

ITEM 13: UNFINISHED BUSINESS

ITEM 14: NEW BUSINESS

- A. BOARD CONSIDERATION OF RESOLUTION TO ADOPT FY2020 BUDGET AND RESOLUTION TO APPROVE TAX LEVY**

At the August Board of Trustees meeting the Board approved placing the tentative FY2020 Budget on display for the required 30 days. The September 26 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 \$17,108,068. This is approximately 2.9% more than the FY19 Operating budget. With the adoption of a FY20 budget at the state level, including an increase of over \$400,000 in our operating and equalization grants, the College will be able to move forward by investing in Human Resources to maintain quality student service, provide training needed to meet the employment demands of the community, provide training needed for assessment of student learning outcomes, add a gaming program for our students, cover software increases in Colleague and Blackboard, and add network monitoring software.

Depending on the fluctuation in the Equalized Assessed Valuation, the tax levy rate is anticipated to be approximately 60.96 cents. The current rate is 60.70 cents. From FY98 through FY01, the rate was 66 cents. The rate in FY18 was 62.55 cents.

Upon motion by Mr. Wolfe, and a second by Mr. Hill, the Board approved the FY2020 Budget with \$28,639,498 total budgeted expenditures for all funds of the District, and the Resolution approving the Tax Levy. The motion passed by signature vote: 7 yeas, 0 nays.

**B. 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.

This Resolution is asking the Board to recognize 100% of the 2019 levy revenue in Fiscal Year 2020. If approved, this action will formally allocate property tax revenue that is consistent with our past practice.

Upon motion by Mr. Hill, and a second by Ms. Cherry, the Board approved the Resolution recognizing 100% of the 2019 levy revenue in Fiscal Year 2020. The motion passed by signature vote: 7 yeas, 0 nays.

**C. 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 \$239.86 was expended for travel expenditures for trustees over the last month for expenses for the ICCTA Executive Committee Retreat at John A. Logan on August 1-3, 2019 for Mr. Greg Wolfe.

Upon motion by Ms. Cherry, and a second by Mr. Hill, the Board approved the travel expenses as listed above. The motion passed by roll call vote: 7 yeas, 0 nays.

**D. BOARD CONSIDERATION OF ABATING TAXES
HERETOFORE LEVIED FOR THE YEAR 2019 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 2019 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 Mr. Wolfe, and second by Ms. Cherry, the Board approved the Resolution abating taxes heretofore levied for the year 2019 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: 7 yeas, 0 nays.

E. BOARD CONSIDERATION OF APPROVAL OF DACC TECHNOLOGY PLAN

The proposed DACC Technology Plan for FY2020 to FY2022 is included in the Board packet. Technology provides useful and powerful tools allowing students, faculty and staff members to achieve their goals in higher education. The College's guiding principles to keep technology in line with teaching principles and current student service needs provide a planning framework for the improvement, expansion and maintenance of technology resources utilized by all parties at the College.

With the dependence on technology throughout the educational community constantly growing, the College, keeping in mind its fiduciary responsibility to the community, has established three-year capital equipment plans in order to provide a mechanism for examining future technological equipment needs.

Upon motion by Dr. Serfoss, and second by Mr. Hill, the Board approved the DACC Technology Plan for FY2020 to FY 2022. The motion passed by roll call vote: 7 yeas, 0 nays.

F. BOARD CONSIDERATION FOR PHS PROJECT TO REPLACE SECTIONS OF THE TECHNOLOGY CENTER ROOF

Approval is being requested for a PHS Project to replace two sections of the Technology Center Roof. These sections total 28,000 sq. ft. of Technology Center roof area, which were installed in 1996 and the warranties have expired.

It is proposed that Protection, Health, and Safety (PHS) funds be used for this project. The approved PHS levy over the next 5 years plus excess funds from previous PHS projects 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 \$460,000.00, including contingency, A/E fees, and a 3% per year inflation factor.

When PHS funds become available, bidding will begin so that the roof can be replaced.

Upon motion by Mr. Hill, and second by Ms. Cherry, the Board approved a PHS project to replace the Technology Center roof at an estimated cost of \$460,000.00. The motion passed by roll call vote: 7 yeas, 0 nays

G. BOARD CONSIDERATION FOR HUNTER ALIGNMENT SYSTEM UPGRADE EQUIPMENT

Board approval is requested to purchase an Aligner with Premium Compact Cabinet & 24” Widescreen LCD monitor. This equipment will replace outdated equipment on the alignment machine used in the Auto Mechanics Program in the Technology Center. Hunter Alignment equipment is only available through local distributor Ben Tire Distributors located in Indianapolis, Indiana.

This Hunter Alignment System was approved on the FY-20 Capital Equipment List and funding will be through the Perkins Grants.

Upon motion by Ms. Cherry, and second by Mr. Wolfe, the Board approved the bid of \$26,630.00 for Ben Tire Distributors, Indianapolis, Indiana for Hunter Alignment System Upgrade equipment for the Tech Center Auto Mechanics program. The motion passed by roll call vote: 7 yeas, 0 nays

**ITEM 15: INFORMATION
A. COMMUNICATIONS**

ITEM 16: CLOSED SESSION FOR DISCUSSION OF THE PURCHASE OR LEASE OF REAL PROPERTY FOR THE USE OF THE PUBLIC BODY; AND APPROVAL OF THE WRITTEN CLOSED SESSION MINUTES OF JUNE 27, 2019

Upon motion by Dr. Serfoss, and a second by Ms. Cherry, the following Resolution was adopted by roll call vote: 7 yeas, 0 nays.

BE IT RESOLVED, in accordance with the provisions of Chapter 120/2(c 5, 21) of the Open Meetings Act, the Board of Trustees of Community College District #507 shall enter a Closed Session for discussion of the purchase or lease of real property for the use of the public body; and approval of the written Closed Session minutes of June 27, 2019.

The Board went into Closed Session at 7:20 p.m.

OPEN SESSION

The Board returned to Open Session at 7:33 p.m.

ITEM 17: ADJOURNMENT

There being no further business to discuss, Mr. Harby adjourned the meeting at 7:34 p.m.

Chairperson, Board of Trustees

Secretary, Board of Trustees

Approved: _____