

## **MINUTES OF THE REGULAR MEETING of December 19, 2019**

On December 19, 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**

Ms. Alexia Pate, 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 Holley Hambleton.

Others present: President Dr. Stephen Nacco, Board Secretary Kerri Thurman, Dave Kietzmann, Jill Cranmore, Mike Cunningham, Stacy Ehmen, Lara Conklin, Terri Cummings, Laura Williams, Jerry Davis, Mark Barnes, Debbie Knight, Kathy Leary, Greg Hansbraugh, R.J. Rowland, Alexia Pate, and current and former Middle College students.

Media present: Bill Pickett, WDNL (arrived at 5:33).

### **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: RECOGNITION OF VISITORS**

Dr. Nacco introduced the following members of the College Cabinet: Dave Kietzmann, Executive Vice President, Instruction and Student Services; Jill Cranmore, Vice President, Human Resources; Mike Cunningham, Vice President, Administrative Services; Stacy Ehmen, Vice President, Student Services; Lara Conklin, Executive Director, College Relations; Terri Cummings, Dean, Business and Technology; Laura Williams, Dean, Adult Education and Literacy. Also present: Jerry Davis, Davis & Delanois; Mark Barnes, Director, Information Technology; Debbie Knight, Controller, Business Office; Kathy Leary, Coordinator, Middle College; Greg Hansbraugh, Instructor, Alternative Energy; R.J. Rowland, Instructor, Welding; Alexia Pate, Presidential Scholar, and current and former Middle College students.

Media present: Bill Pickett, WDNL (arrived at 5:33).

**ITEM 6: MIDDLE COLLEGE REPORT**

Alternative Energy Instructor Greg Hansbraugh shared highlights of the Wind Energy program including the success of Middle College students currently in the program as well as graduates of the program.

Ms. Laura Williams, Dean of Adult Education and Literacy, thanked Mr. Hansbraugh for the partnership afforded the Middle College students. The students in attendance introduced themselves to the Board.

Ms. Williams reported that as of December 19, there are 11 Middle College graduates. She expressed appreciation to not only the students for their hard work, but to the parents for their commitment to the students.

Dr. Nacco and the Trustees thanked Mr. Hansbraugh, Ms. Williams, Ms. Kathy Leary, and Mr. Wes Brown for their dedication in transforming the lives of DACC students.

**ITEM 7: FINANCIAL UPDATE**

The Financial Statement of Revenue and Expenditures ending November 30, 2019 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 month since the last meeting.

**ITEM 9: PUBLIC COMMENT**

**ITEM 10: CONSENT AGENDA**

- A. BOARD CONSIDERATION OF THE MINUTES OF THE SPECIAL BOARD MEETING OF NOVEMBER 13, 2019; AND MINUTES OF THE REGULAR BOARD MEETING OF NOVEMBER 21, 2019**
- B. FINANCIAL REPORT**
- C. HUMAN RESOURCES REPORT**
- D. CLERY SECURITY REPORT**
- E. BOARD CONSIDERATION OF BOARD POLICY REVISIONS**
  - 1. BOARD POLICY #3025 – TUITION WAIVIERS**
  - 2. BOARD POLICY #4001.2 – ADDITIONAL EDUCATION**

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

**ITEM 11: UNFINISHED BUSINESS**

**ITEM 12: NEW BUSINESS**

**A. 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 \$600.00 was expended for travel expenditures for trustees over the last month. The expenses were for the ICCTA Seminar and Board of Representatives meetings on November 8, 2019 in Lisle for Mr. Dave Harby (\$150.00), Mr. Terry Hill (\$150.00), Dr. Ron Serfoss (\$150.00), and Mr. Greg Wolfe (\$150.00).

Upon motion by Mr. Wolfe, and a second by Ms. Cherry, the Board approved the travel expenses as listed. The motion passed by roll call vote: 8 yeas, 0 nays.

**B. BOARD DISCUSSION OF BIDS FOR CAPITAL DEVELOPMENT  
BOARD PROJECT TO REPLACE HEATING UNITS SERVING  
MARY MILLER GYMNASIUM**

A pre-bid meeting was held September 5, 2019 for Capital Development Board (CDB) Project #810-024-040 to replace the four 50 year-old heating units serving the Mary Miller Gymnasium with two new energy-efficient HVAC units. King Lar Co. was the only ventilation contractor to attend and Anderson Electric was the only electrical contractor to attend the meeting. CDB divided this project into two contractor groups, electrical and ventilation. The bid opening for the electrical contractor was held at the CDB offices in Springfield, IL on Thursday, September 19, 2019. The electrical cost estimate was \$135,000

The ventilation contractor bid opening was held at the CDB offices in Springfield, IL on Thursday, September 26, 2019. The ventilation cost estimate was \$449,000

A pre-construction meeting was held November 20, 2019 with the Capital Development Board, Walton & Associates Architects, GHR Engineering, Anderson Electric, King Lar, and Johnson Controls to discuss specific details of the project and to develop a construction schedule. CDB has set July 25, 2020 as the scheduled substantial completion date with final completion scheduled for August 24, 2020. The contract ending date in accord with the contract is August 24, 2021. Mr. Cunningham encouraged all parties to set a final completion goal of May 7, 2020.

The item was presented for discussion only. No action was taken.

**C. BOARD DISCUSSION OF RENOVATIONS OF DR. ALICE  
MARIE JACOBS HALL/CARNEGIE LIBRARY**

The exchange of property with the VA Illiana Health Care System, aka Carnegie Library, and DACC property, aka Gazebo, has finalized. This exchange of property was approved by the DACC Board of Trustees at the May 24, 2016 Board meeting.

A resolution and certified minutes of the May 24, 2016 DACC Board meeting and Capital Projects Application forms for the acquisition and renovation of property were filed with ICCB. Walton & Associates Architects were approved at the Board Meeting as the A/E and filed with ICCB as the architect of record. ICCB approval to proceed was received on June 23, 2016. The cost estimate to renovate the Carnegie Library was \$2,200,000.00.

Walton & Associates recently developed an updated Probable Cost Estimate and Schematic Design Drawings of both floors. The updated cost estimate to renovate Dr. Alice Marie Jacobs Hall/Carnegie Library is \$2,010,950.00, including contingency and A/E fees.

A gift of \$2,000,000.00 is promised through the Julius W. Hegeler II Foundation for renovation.

The item was presented for discussion only. No action was taken.

#### **D. BOARD CONSIDERATION OF BIDS FOR 14 WELDING MACHINES**

Bids were advertised for 14 Advanced Process Inverter/Transformer Powered welding machines to be used in the Technology Center Weld Shop. These welding machines will be funded through Technology/Equipment Bonds and a private grant.

Upon motion by Mr. Wolfe, and a second by Ms. Cherry, the Board approved the low bid from Depke Welding Supply, Danville, IL in the amount of \$46,570.22 to purchase 14 welding machines. The motion passed by roll call vote: 8 yeas, 0 nays.

#### **E. BOARD CONSIDERATION OF WORKERS COMPENSATION INSURANCE FOR 2020**

Workers Compensation Insurance is determined by our estimated annual payroll, experience mod rate, and Foreign Terrorism and Domestic Terrorism coverage. The January 1, 2019 to December 31, 2019 premium for Workers Compensation Insurance was \$52,361.00. Although our payrolls are up 12%, our overall rates are down 6% and our experience mod is down 5%. Based on these factors, our premium is down \$1,731 to a renewal rate of \$50,630.

On behalf of DACC, ONI requested for proposals and received one other quote from Accident Fund Insurance for \$50,493.00. After discussion with Charlene Mornout of ONI, there is not enough experience with Accident Fund to feel comfortable with their ability to provide the necessary timely service for Workers Comp. The College has had excellent service and response times from Zenith over the past two years. Therefore, a cost savings of \$137.00 would not benefit DACC moving to Accident Fund Insurance for Workers Compensation Insurance.

Prior to last year's ONI recommendation to move the College's Workers Comp Insurance to Zenith Insurance Co., the premiums averaged over \$80,000.00, with the 2013 premium over \$103,000.00.

Workers Compensation Insurance premiums are paid using Tort Funds

Upon motion by Mr. Hill, and a second by Mr. Spezia, the Board approved the quote from Zenith Insurance in the amount of \$50,630.00 for Workers Compensation Insurance for coverage from January 1, 2020 through December 31, 2020. The motion passed by roll call vote: 7 yeas, 1 nay (Black).

**ITEM 14: INFORMATION**  
**A. COMMUNICATIONS**

Mr. Harby expressed appreciation to the Oakwood Library for the recent donation of a table and chairs located in the atrium. The table and chairs were originally donated to the Library from Mr. and Mrs. Lester Wolfe.

**ITEM 15: ADJOURNMENT**

There being no further business to discuss, Mr. Harby adjourned the meeting at 7:08 p.m.

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Chairperson, Board of Trustees

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Secretary, Board of Trustees

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