

MINUTES OF THE REGULAR MEETING of January 23, 2020

On January 23, 2020, 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. Hollianne Logue, 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, Greg Wolfe, and Student Trustee Holley Hambleton. Trustee absent: John Spezia (arrived at 5:34 p.m.)

Others present: President Dr. Stephen Nacco, Board Secretary Kerri Thurman, Dave Kietzmann, Mike Cunningham, Jill Cranmore, Lara Conklin, Stacy Ehmen, Jerry Davis, Mark Barnes, and Hollianne Logue.

Media present: Ross Brown, 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. Hill, and a second by Dr. Serfoss, 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; Jill Cranmore, Vice President, Human Resources; Mike Cunningham, Vice President, Administrative Services; Lara Conklin, Executive Director, College Relations; and Stacy Ehmen, Vice President, Student Services. Also present: Jerry Davis, Davis & Delanois; Mark Barnes, Director, Information Technology; and Hollianne Logue, Presidential Scholar.

Media present: Ross Brown, WDAN-WDNL.

ITEM 6: ANNUAL HUMAN RESOURCES REPORT

Ms. Jill Cranmore presented the annual Human Resources Report. Ms. Cranmore reported there are currently 191 full-time employees including faculty, support staff, and administrators. The employee comparison data remains consistent from year to year with the average employee age of 47 with 11 years of service. She noted 18 full-time employees were hired over the last year from 200 applicants.

Ms. Cranmore reported DACC employees have pledged a record amount to United Way this year. She reviewed the tuition waiver and tuition reimbursement dollars. She noted tuition waivers are credit classes taken on the DACC campus and includes dependents of full-time employees. Tuition reimbursement is the term given when an employee is obtaining education at another higher learning institution. She also shared the percentage of education levels over the last few years.

Ms. Cranmore reported that the Insurance Committee was charged with finding more affordable healthcare coverage for families. On January 1, the College transitioned to Blue Cross/Blue Shield.

Ms. Cranmore shared and highlighted the Professional Development Strategic Plan for 2019-2024 with the Board.

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

ITEM 7: FINANCIAL UPDATE

The Financial Statement of Revenue and Expenditures ending December 31, 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 REGULAR BOARD MEETING OF DECEMBER 19, 2019**
- B. FINANCIAL REPORT**
- C. HUMAN RESOURCES REPORT**
- D. CLERY SECURITY REPORT**

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: 8 yeas, 0 nays.

ITEM 11: UNFINISHED BUSINESS

ITEM 12: NEW BUSINESS

- A. BOARD CONSIDERATION OF RENOVATION 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. We received ICCB approval to proceed 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 to a “vanilla” workspace design 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.

Upon motion by Mr. Hill, and a second by Ms. Cherry, the Board approved to authorize Walton & Associates Architects to proceed with developing detailed construction drawings to provide a “vanilla” workspace design for the renovation of the Dr. Alice Marie Jacobs Hall/Carnegie Library. The motion passed by roll call vote: 8 yeas, 0 nay.

**B. 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. Wolfe, and a second by Mr. Black, the Board approved the resolution of transfer monies from the Working Cash Fund to the Education Fund and the Operations and Maintenance Fund. The motion passed by signature vote: 8 yeas, 0 nays.

ITEM 13: INFORMATION

A. STUDENT TRUSTEE ELECTION CALENDAR

B. COMMUNICATIONS

- Letter of appreciation from Crosspoint Human Services to the Classified Staff/Operation Santa for their donation.

ITEM 14: ADJOURNMENT

There being no further business to discuss, Mr. Harby adjourned the meeting at 6:32 p.m.

Chairperson, Board of Trustees

Secretary, Board of Trustees

Approved: _____