

MINUTES OF THE REGULAR MEETING of November 19, 2020

On November 19, 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

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

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, Dr. Natalie Page, Tammy Betancourt, Lara Conklin, Jerry Davis, Mark Barnes, Dr. Gerald Cockrell, Jim Reed, and Mandy Little were physically present. Jill Cranmore, Stacy Ehmen, Dr. Penny McConnell, and Doug Adams were present via phone.

Media present: Bill Pickett, WDAN-WDNL via phone.

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 Dr. Serfoss, the agenda was approved as presented. The motion passed by unanimous voice vote: 7 yeas, 0 nays.

ITEM 5: RECOGNITION OF VISITORS

The following were physically present: Dr. Natalie Page, Vice President, Academic Affairs; Tammy Betancourt, Vice President, Finance and Chief Financial Officer; Lara Conklin, Executive Director, College Relations; Mark Barnes, Director, Information Technology; Jerry Davis, Davis and Delanois; Jim Reed, ICCTA; Mandy Little, ICCTA; and Dr. Gerald Cockrell. The following were present via phone: Jill Cranmore, Vice President, Human Resources; Stacy Ehmen, Vice President, Student Services; Dr. Penny McConnell, Dean, Liberal Arts, Library, and Academic Assessment; and Doug Adams, Executive Director, Maintenance and Facilities.

Media present: Bill Pickett, WDAN-WDNL via phone.

ITEM 6: RECOGNITION OF ICCTA ALUMNI AWARD

The Board recognized Dr. Gerald Cockrell as the co-recipient of the 2020 ICCTA Distinguished Alumni Award. Dr. Reed, Ms. Little, Dr. Nacco, and the Board congratulated Dr. Cockrell on his well-deserved award.

ITEM 7: REPORT ON ICCTA SEMINAR AND BOARD OF REPRESENTATIVES MEETING, NOVEMBER 13-14, 2020

Mr. Harby and Mr. Wolfe attended the virtual ICCTA seminar on Friday, November 13 and Mr. Wolfe attended the Board of Representatives meeting on Saturday, November 14, 2020. Mr. Wolfe shared handouts from the meeting.

ITEM 7: FINANCIAL UPDATE

Vice President Betancourt provided a financial update to the Board. The Financial Statement of Revenue and Expenditures ending October 31, 2020 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

Ms. Cherry left the meeting at 6:05 p.m.

ITEM 10: CONSENT AGENDA

- A. BOARD CONSIDERATION OF THE MINUTES OF THE REGULAR BOARD MEETING OF OCTOBER 22, 2020; AND THE MINUTES OF THE SPECIAL BOARD MEETING OF NOVEMBER 5, 2020**
- B. FINANCIAL REPORT**
- C. CLERY SECURITY REPORT**

Upon motion by Mr. Hill, and a second by Mr. Spezia, 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. Wolfe, and a second by Mr. Hill, the Board approved the Human Resources Report. The motion passed by roll call vote: 6 yeas, 0 nays.

- B. BOARD CONSIDERATION TO ACCEPT THE ANNUAL POST-ISSUANCE TAX COMPLIANCE REPORT FOR DANVILLE AREA COMMUNITY COLLEGE DISTRICT NO. 507, COUNTIES OF VERMILION, EDGAR, IROQUOIS, CHAMPAIGN, AND FORD AND STATE OF ILLINOIS**

When the District issued Tax Advantaged Obligations (e.g. Tax-Exempt Bonds and/or Debt Certificates), the District covenanted generally to take all action necessary to comply with the applicable federal tax rules and regulations relating to those obligations, including covenants necessary to preserve the excludability of interest in those obligations from gross income for federal income taxation purposes.

A Bond Record-Keeping Policy was adopted by the Board of Trustees on December 14, 2010 and amended on September 23, 2014 as part of the resolution process for the issuance of certain Tax Advantaged Obligations. This Bond-Record Keeping Policy designated the Treasurer as the Compliance Officer for Tax Advantaged Obligations compliance purposes. Our bond counsel, Chapman and Cutler, LLP has recommended that the Compliance Officer prepare and submit an Annual Post-Issuance Tax Compliance Report to ensure that the Board of Trustees is aware of the District's compliance with Tax Advantaged Obligation covenants.

The Post-Issuance Tax Compliance Report which sets forth a summary demonstrating the District's compliance with applicable covenants and expectations is included in the Board packet.

Also included in the Board packet are expenditures for the fiscal year 2020 from the various bond issuances. All of the expenditures were previously approved by the Board either through the bid process when required or via the normal monthly disbursement approval process.

Upon motion by Mr. Hill, and a second by Mr. Wolfe, the Board approved the Annual Post-Issuance Tax Compliance Report for Danville Area Community College District No. 507, Counties of Vermilion, Edgar, Iroquois, Champaign, and Ford and State of Illinois. The motion passed by roll call vote: 6 yeas, 0 nays.

C. BOARD CONSIDERATION OF BIDS TO PURCHASE ANATOMY TABLE

Bids were advertised to purchase an Anatomy Table, including the required 5-year equipment warranty and software support. This equipment was approved on the FY21 Capital Equipment List and will be funded by the Perkins Grant and support from the Foundation.

Upon motion by Dr. Serfoss, and a second by Mr. Spezia, the Board approved the low bid from Anatomage in the amount of \$102,608 for the purchase of an anatomy table, including the required 5-year equipment warranty and software support. The motion passed by roll call vote: 6 yeas, 0 nays.

D. BOARD CONSIDERATION OF MAKING WRITTEN CLOSED SESSION MINUTES OPEN TO THE PUBLIC

Public Act 85-1355 requires community college boards to review the written minutes of closed sessions in order to determine which written minutes may be, in whole or in part, made a part of the public record. The following minutes were reviewed: March 24, 1987, September 26, 2000, October 24, 2000, April 26, 2005, May 24, 2005, May 23, 2006, April 26, 2011, January 24, 2019, April 23, 2020, and November 5, 2020*.

The following minutes are being recommended to remain closed to the public: March 24, 1987; September 26, 2000; October 24, 2000; May 23, 2006; April 26, 2011; January 24, 2019; and November 5, 2020. The following minutes are being recommended to be made open to the public: April 26, 2005; May 24, 2005; and April 23, 2020.

Upon motion by Mr. Wolfe, and a second by Mr. Hill, the Board approved the written minutes so noted to remain closed to the public and the written minutes so noted to be opened to the public. The motion passed by roll call vote: 6 yeas, 0 nays.

E. BOARD CONSIDERATION OF BIDS FOR COMPUTER EQUIPMENT

Bids were advertised for computer equipment approved on the FY21 Capital Equipment list. Bids were requested for 150 NEC MultiSync E245Wmi-BK LED monitors 24", 50 Lenovo Tower Computers, 33 Lenovo Small Form Factor Computers, 15 Lenovo Thinkpad P1 (3rd Gen) – 15.6" – Core i7, and 25 Lenovo M920q - tiny - Corei7 8700T 2.4GHz. This equipment was approved on the FY21 Capital Equipment List and funding will be through Technology/Equipment Bonds.

Upon motion by Dr. Serfoss, and a second by Mr. Spezia, the Board approved the low bid from CDW-G in the amount of \$148,146.13 for the purchase of computer equipment. The motion passed by roll call vote: 6 yeas, 0 nays.

F. BOARD CONSIDERATION OF REVISED RESOLUTION TO APPROVE TAX LEVY

At the September Board of Trustees meeting the Board approved the 2020 Tax Levy. Due to a clerical error of the amount levied for interest for the 2020 Issue of Technology/Equipment Funding Bonds, the levy needs to be revised. The original resolution stated that the levy for these bonds was \$496,788, however the amount of the levy should be \$521,815. This revision will correct the amount to be the same amount that the county clerks have already received when the bonds were issued.

This change has a minor impact on the anticipated tax levy rate. Depending on the fluctuation in the Equalized Assessed Valuation, the tax levy rate is now anticipated to be approximately 61.08 cents instead of 60.86 cents. The current rate is 61.15 cents.

Upon motion by Dr. Serfoss, and a second by Mr. Hill, the Board approved the revised resolution to approve Tax Levy. The motion passed by signature vote: 6 yeas, 0 nays.

**G. BOARD CONSIDERATION TO ADOPT STATE UNIVERSITIES
RETIREMENT SYSTEM DEFERRED COMPENSATION PLAN
AND RELATED AGREEMENT EFFECTIVE JANUARY 1, 2021**

The State Universities Retirement System (SURS) has created a 457(b) deferred compensation plan (Plan) that complements SURS mandatory 401(a) retirement plans (Traditional, Portable and the Retirement Savings Plan). The College is required to adopt this Plan before June 30, 2021; however, an effective date of January 1, 2021 will allow employees to utilize the Plan earlier and will coincide with the IRS tax year.

Employee participation is voluntary. Upon adoption, participants will be immediately eligible to enroll. Participants will be able to elect to defer Pre-tax and/or Roth contributions to the Plan. The deferral can be in either dollars or percentages. The minimum dollar amount is \$10 per paycheck and the minimum contribution percentage is 1%.

Participants will be allowed to contribute up to the annual 457(b) limit as set by the Internal Revenue Service every year. The maximum amount that a participant, under the age of 50, can contribute to a 457(b) retirement plan in 2021 is \$19,500. Participants over the age 50 are eligible for Age 50+ Catch-Up (subject to IRS limits).

The College has an option to contribute a Discretionary Matching Contribution, or a Discretionary Non-elective Contribution on behalf of the participant. However, at this time the College will not be exercising the option to contribute to the Plan.

Upon motion by Mr. Hill, and a second by Mr. Spezia, the Board approved to adopt the State Universities Retirement System Deferred Compensation Plan and Related Agreement effective January 1, 2021. The motion passed by roll call vote: 6 yeas, 0 nays.

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

The Board discussed the renovation of the Dr. Alice Marie Jacobs Hall/Carnegie Library.

**ITEM 13: INFORMATION
A. COMMUNICATIONS**

ITEM 14: ADJOURNMENT

There being no further business to discuss, Mr. Harby adjourned the meeting at 6:31 p.m.

Chairperson, Board of Trustees

Secretary, Board of Trustees

Approved: _____