

## **MINUTES OF THE REGULAR MEETING OF AUGUST 22, 2024**

On August 22, 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**

Vice Chairman Wolfe called the meeting to order at 5:30 p.m.

### **ITEM 2: PLEDGE OF ALLEGIANCE**

The DACC Cheerleaders led those in attendance in reciting the Pledge of Allegiance.

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

The roll was called. Trustees present: Tracy Cherry, Sandra Finch, Dylan Haun, Terry Hill, Maruti Seth, Greg Wolfe, and Student Trustee Serena Butler. Trustees not present: Dave Harby.

Others present: President Dr. Stephen Nacco, Board Secretary Kerri Thurman, Dr. Carl Bridges, Jill Cranmore, Tammy Betancourt, Lara Conklin, Doug Adams, Mark Barnes, Doug Hunter, Kathy Hunter, Sharda Pascal, Mrs. Pascal, Jacob Lawyer, Davie Ruwe, Mayor Rickey Williams Jr., Brian Castle, DACC Cheerleaders, and Jerry Davis.

Media present: None.

### **ITEM 4: ADOPTION OF AGENDA**

Mr. Wolfe asked if there were any changes requested to the agenda. With no changes requested, upon motion by Mr. Hill, and a second by Mrs. Finch, 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: Dr. Carl Bridges, Provost/Vice President, Academic Affairs/Vice President, Student Services; Tammy Betancourt, Vice President and Chief Financial Officer; Jill Cranmore, Vice President, Human Resources and Labor Relations; Lara Conklin, Executive Director, College Relations; Doug Adams, Executive Director, Facilities; Mark Barnes, Director, Information Technology; Doug Hunter, Professor, Mechatronics; Kathy Hunter, Professor, Information Systems; Sharda Pascal, Head Cheerleading Coach; Jacob Lawyer, Assistant Cheerleading Coach; DACC Jaguar Cheerleaders; Mrs. Pascal; David Ruwe, City of Danville; Mayor Rickey Williams, Jr., City of Danville; Brian Castle, Security Officer; and Jerry Davis, Jerry Davis Law.

### **ITEM 6: INSIDE THE COLLEGE: RECOGNITION OF DACC CHEERLEADING SQUAD**

Head Cheerleading Coach Sharda Pascal and her co-ed cheerleading squad were recognized for their most recent accomplishment. They competed against D1 schools and received the silver award. As a result, they now received a paid bid to the national competition in Daytona. Coach Pascal expressed appreciation to Dr. Nacco and Dr. Bridges for always being supportive of and believing in their team.

The members of the squad introduced themselves to the Board.

Dr. Nacco and the Board thanked Ms. Pascal and her team for their representation of DACC.

**ITEM 7: DASHBOARD INDICATORS**

Dr. Nacco highlighted the operational benchmarks included on the Dashboard Indicators.

**ITEM 8: FINANCIAL UPDATE**

The Financial Statement of Revenue and Expenditures ending July 31, 2024 was included in the Board agenda book.

**ITEM 9: PRESIDENT'S REPORT & STRATEGIC PLAN**

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

**ITEM 10: PUBLIC COMMENT**

Mayor Rickey Williams Jr. read a letter to the Board regarding recent events at a Vermilion Advantage board meeting. He also provided a hard copy of the letter to the Board members.

**ITEM 11: CONSENT AGENDA**

- A. BOARD CONSIDERATION OF THE MINUTES OF THE BOARD WORKSHOP OF JULY 11, 2024; AND THE MINUTES OF THE REGULAR MEETING OF JULY 29, 2024**
- B. FINANCIAL REPORT**
- C. CLERY SECURITY REPORT**

Upon motion by Mr. Haun, and a second by Mr. Seth, the Board approved the items on the Consent Agenda. The motion passed by roll call vote: 7 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. Hill, and second by Ms. Cherry, the Board approved the Human Resources Report. The motion passed by roll call vote: 7 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 \$644.80 was expended for travel expenditures for trustees over the last month. The expenses were in the amount of \$165.00 for the ICCTA Seminar in Springfield, IL on September 12-13, 2024 for Mr. Greg Wolfe; and the amount of \$479.80 for the ACCT Leadership Congress in Seattle, WA on October 21-25, 2024 for Mr. Greg Wolfe.

Upon motion by Ms. Finch, and a second by Mr. Hill, the Board approved the travel expenditures for the Trustees. The motion passed by roll call vote: 7 yeas, 0 nays.

### **C. BOARD CONSIDERATION OF BIDS FOR CHARTER BUS SERVICES**

Bids were advertised for a select list of 49 games for softball, baseball, and men's and women's basketball, as well as for baseball and softball's spring training.

Upon motion by Mr. Seth, and a second by Ms. Finch, the Board approved Lafayette Limo, Inc. as the provider of charter bus travel for softball, baseball and men's and women's basketball team travel for FY25 in the amount of \$134,471.00. The motion passed by roll call vote: 7 yeas, 0 nays.

### **D. BOARD CONSIDERATION OF RATIFICATION OF PURCHASE OF USED SEMI TRAILER**

The Commercial Driver's License (CDL) program currently utilizes 3 semi-trucks and trailers for its instructional program. However, one of the trailers is in dire need of replacement due age, use and in order to maintain compliance with Illinois Department of Transportation (IDOT). The cost to repair would not be economically beneficial when compared to the purchase of a used trailer. In addition, this provides an opportunity to purchase a 53' trailer whereas the current one is only 48'. The 53' trailers are best for training purposes.

Due to the volatility of purchasing used trailers and the purchase of used equipment is exempt from the State of Illinois purchasing requirements (110 ILCS 805/3-27.1 – exception "i"), the trailer was purchased for the amount approved in the FY25 Capital Equipment List of \$30,000 on July 31, 2024 from BMO Bank. Prior to the purchase, the trailer was inspected in person and deemed to meet the requirements of the College and IDOT. This used trailer is estimated to provide 15 or more years of training. It will also reduce the cost of repairs the current one is incurring.

Upon motion by Mr. Hill, and a second by Ms. Finch, the Board ratified the purchase of a used 2023 semi-trailer from BMO Bank in the amount of \$30,000. The motion passed by roll call vote: 7 yeas, 0 nays.

### **E. BOARD CONSIDERATION OF NOTICE OF FILING PETITIONS FOR MEMBERSHIP ON THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT #507**

A Resolution for Community College Election is included for the purpose of electing two members for a full term of six years to the College Board of Trustees. The election will be held on Tuesday, April 1, 2025. A "Notice of Filing Petitions for Membership on the Board of

Trustees of Community College District #507” needs to be publicized at least ten (10) days before the first day for filing petitions.

Nominating petitions for the April 1, 2025 election shall be filed between the hours of 8:00 a.m. and 5:00 p.m. on November 12, 13, 14, 15, or 18, 2024. Nominating petitions along with applicable documents may be picked up in the Office of the Board Secretary.

Upon motion by Mr. Haun, and a second by Mr. Hill, the Board approved the Notice of Filing Petitions for Membership on the Board of Trustees of Community College District #507. The motion passed by signature vote: 7 yeas, 0 nays.

**F. BOARD CONSIDERATION OF PERMANENT TRANSFER OF EARNED INTEREST MONIES FROM THE WORKING CASH FUND TO THE EDUCATION FUND**

With an approved resolution by the Board of Trustees, the law allows for earned interest to be permanently transferred from the Working Cash Fund to the Education Fund for general operations.

Upon motion by Mr. Haun, and a second by Ms. Cherry, the Board approved the Resolution for the Permanent Transfer of Earned Interest Monies from the Working Cash Fund to the Education Fund. The motion passed by signature vote: 7 yeas, 0 nays.

**G. BOARD CONSIDERATION OF BIDS FOR DR. ALICE MARIE JACOBS HALL HANDICAP RAMP**

Bids were advertised for construction of a handicap ramp to be attached to Jacobs Hall.

Bids were requested for:

**Base Bid:** Construction of a 70 ft long wood handicap ramp to match the existing north entrance at Dr. Alice Marie Jacobs Hall.

**Alternate#1** Install a new concrete sidewalk to connect Bremer Conference Center, Jacobs Hall and Clock Tower.

The project will be funded from DACC Foundation donations.

Upon motion by Ms. Cherry, and a second by Ms. Finch, the Board approved the base bid only from McDowell Builders, Inc. in the amount of \$54,381 for construction of a handicap ramp attached to Jacobs Hall. The motion passed by roll call vote: 7 yeas, 0 nays.

**H. BOARD CONSIDERATION OF BIDS FOR COMPUTER EQUIPMENT**

Bids were advertised for computer equipment as part of our regular replacement cycle and approved on the FY25 Capital Equipment List. Bids were requested for: (75) Lenovo Thinkstations.

This equipment will be funded with Technology/Equipment Bond proceeds.

Upon motion by Mr. Hill, and a second by Mr. Haun, the Board approved the purchase of computer equipment from Staples in the amount of \$66,627.00. The motion passed by roll call vote: 7 yeas, 0 nays.

**I. BOARD CONSIDERATION OF RESOLUTION TO PLACE TENTATIVE FY2025 BUDGET ON DISPLAY AND SET DATE, TIME, AND PLACE OF PUBLIC HEARING ON SEPTEMBER 26, 2024 (FY2025 TENTATIVE BUDGET-EXTERNAL EXHIBIT)**

The proposed FY2025 budget is being submitted with a recommended operational budget of \$20,750,000. This is approximately 5.2% higher than the FY2024 Operating budget. With the adoption of a FY25 budget at the state level, which resulted in a 17.1% decrease or \$486,874 in our operating and equalization grants, as well as continued increases in local property taxes as a result of an increasing Equalized Assessed Valuation, the College will be able to move forward by investing in Human Resources to maintain quality instruction and student service, provide training needed to meet the employment demands of the community, cover software increases, improve network infrastructure, maintain our Colleague SIS/ERP system in the Cloud, and cover estimated increases in health insurance premiums and utilities.

Depending on the fluctuation in the Equalized Assessed Valuation, the tax levy rate is anticipated to be approximately 56.20 cents. However, upon the future approval of the issuance of \$5,000,000 Working Cash Fund Bonds, the estimated rate would be approximately 61.12. While the current tax rate is 57.5 cents, it typically fluctuates between 60 and 63 cents.

Upon motion by Mr. Hill, and a second by Mr. Seth, the Board established Thursday, September 26, 2024 at 5:30 p.m. in the Board Room, Vermilion Room 302, at Danville Area Community College as the date, time, and place for the Public Hearing on the FY25 budget. Further, the Board approved making said budget available for public inspection with appropriate notification provided to the public with final approval anticipated at the September 26, 2024 Board meeting. The motion passed by roll call vote: 7 yeas, 0 nays.

**J. CLOSED SESSION FOR DISCUSSION OF THE PURCHASE OR LEASE OF REAL PROPERTY FOR THE USE OF THE PUBLIC BODY AND FOR DELIBERATIONS CONCERNING THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY; AND APPROVAL OF THE WRITTEN CLOSED SESSION MINUTES OF JUNE 27, 2024**

Upon motion by Mr. Hill, and a second by Mr. Haun, the following Resolution was adopted by roll call vote: 7 yeas, 0 nays.

**BE IT RESOLVED**, in accordance with the provisions of 5 ILCS 120/2 (c 1, 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;

deliberations concerning the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; and approval of the written Closed Session minutes of June 27, 2024.

The Board went into Closed Session at 6:40 p.m.

**OPEN SESSION**

The Board returned to Open Session at 8:32 p.m.

**ITEM 14: INFORMATION**

**A. TRUSTEE COMMENTS**

- There were no Trustee Comments.

**B. COMMUNICATIONS**

**ITEM 15: ADJOURMENT**

There being no further business to discuss, Mr. Wolfe adjourned the meeting at 8:36 p.m.

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Chairperson, Board of Trustees

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Secretary, Board of Trustees

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