

## **MINUTES OF THE REGULAR MEETING OF AUGUST 21, 2025**

On August 21, 2025, 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 Wolfe called the meeting to order at 5:36 p.m.

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

Student Trustee Cole Crawley led the Board and those in attendance in reciting the Pledge of Allegiance.

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

The roll was called. Trustees present: Sandra Finch, Caroline Harby, Dylan Haun (via phone), Terry Hill, Maruti Seth (via phone), Greg Wolfe, and Student Trustee Cole Crawley. Trustee not present: Lisa Martin.

Others present: President Dr. Randall Fletcher, Board Secretary Kerri Thurman, Dr. Carl Bridges, Tammy Betancourt, Jill Cranmore, Lara Conklin, Doug Adams, Doug Hunter, Kathy Hunter, Kevin Heide, Dylan Miller, and Jerry Davis.

Media present: Steve Brandy, Vermilion County First; Chad Dare, *Commercial News*.

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

Mr. Wolfe asked if there were any changes requested to the agenda. With no changes requested, upon motion by Ms. Harby, 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. Fletcher introduced the following: Dr. Carl Bridges, Provost/Vice President, Academic Affairs and Student Services; Tammy Betancourt, Vice President, Finance/Chief Financial Officer; Jill Cranmore, Vice President, Human Resources & Labor Relations; Doug Adams, Executive Director, Facilities; Lara Conklin, Executive Director, College Relations; Doug Hunter, Professor, Mechatronics; Kathy Hunter, Professor, Information Systems; Kevin Heide; Dylan Miller, Security Officer, and Jerry Davis, Jerry Davis Law.

### **ITEM 6: FINANCIAL UPDATE**

The Financial Statement of Revenue and Expenditures ending July 31, 2025 was included in the Board agenda book.

### **ITEM 7: PRESIDENT'S REPORT**

Dr. Fletcher highlighted recent events and activities on campus, including the Block Party and the Fall In-Service.

### **ITEM 8: PUBLIC COMMENT**

There was no public comment.

**ITEM 9: CONSENT AGENDA**

**A. BOARD CONSIDERATION OF THE MINUTES OF THE SPECIAL BOARD MEETING OF JULY 9, 2025; AND THE MINUTES OF THE REGULAR BOARD MEETING OF JULY 24, 2025; AND THE MINUTES OF THE BOARD WORKSHOP OF AUGUST 6, 2025**

**B. FINANCIAL REPORT**

**C. CLERY SECURITY REPORT**

Upon motion by Mr. Hill, and a second by Ms. Finch, the Board approved the items on the Consent Agenda. The motion passed by roll call vote: 7 yeas, 0 nays.

**ITEM 10: UNFINISHED BUSINESS**

**ITEM 11: 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. Finch, the Board approved the Human Resources Report. The motion passed by roll call vote: 6 yeas, 0 nays, 1 abstain (Haun).

**B. BOARD CONSIDERATION OF APPROVAL OF TRAVEL EXPENDITURES**

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 \$2,625.26 was expended for travel expenditures for trustees over the last month. The expenses are for the ACCT Leadership Congress on October 21- 25, 2025 in New Orleans, LA for Mr. Greg Wolfe.

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

**C. BOARD CONSIDERATION OF RESOLUTION AUTHORIZING AND PROVIDING FOR THE ISSUE OF \$1,500,000 GENERAL OBLIGATION DEBT CERTIFICATES (LIMITED TAX), SERIES 2025A, FOR THE PURPOSE OF ALTERING, REPAIRING, IMPROVING, AND EQUIPPING DISTRICT FACILITIES, INCLUDING BUT NOT LIMITED TO THE ACQUISITION OF TECHNOLOGY EQUIPMENT AND IMPROVEMENTS, AUTHORIZING AN INSTALLMENT PURCHASE AGREEMENT, AND AUTHORIZING THE SALE OF SAID CERTIFICATES TO FISHER NATIONAL BANK**

During the FY26 budgeting process, it was apparent that funds were not sufficient to meet the technology and instructional equipment needs. The funds from the 2024 Technology/Equipment

portion of the 2024 Working Cash Fund Bonds is now exhausted. There remains some outdated technology and instructional equipment that needs to be updated and replaced. With the rapid changes in technology, our College needs to provide sufficient funds for updating equipment on a three-to-four-year cycle. It has also become extremely important that our equipment remains up to date to thwart cybersecurity attacks.

In addition to the fast-changing pace of computer equipment, instructional equipment in many of the programs becomes outdated quickly (e.g., radiologic, sonographic, manufacturing, etc.) In order to maintain pace and provide skill workers to our community it is imperative that the College purchase instructional equipment as timely as possible.

To provide additional funds to meet our capital, equipment and technology needs, the College can sell Debt Certificates to evidence debt incurred under an Installment Purchase Agreement. The amount of 1,500,000 in new revenue will meet our immediate needs which will provide for needed capital improvements and enhance the quality of equipment and state of the art technology in our classrooms and supporting services departments. After completion of this process, the Board can then proceed with issuing Funding Bonds to retire this debt.

The Resolution related to this sale of Debt Certificates is included in the Board packet.

Request for Proposals (RFP's) were sent to financial institutions within the College district requesting the rate of interest that would be applied to a \$1,500,000 loan obligation. Proposals were returned as follows:

	<u>Interest Rate</u>
Fisher National Bank	4.00%
First Financial Bank	4.38%
Iroquois Federal	4.79%
The Hometown Savings Bank	5.50%

Upon motion by Mr. Hill, and a second by Ms. Harby, the Board approved a Resolution authorizing and providing for the issue of \$1,500,000 General Obligation Debt Certificates (Limited Tax), Series 2025A, for the purpose of altering, repairing, improving and equipping district facilities, including but not limited to the acquisition of technology equipment and improvements, authorizing an Installment Purchase Agreement, and authorizing the sale of said Certificates to Fisher National Bank. The motion passed by roll call vote: 7 yeas, 0 nays.

**D. BOARD CONSIDERATION OF A RESOLUTION CALLING A  
PUBLIC HEARING CONCERNING THE INTENT OF THE BOARD  
OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 507 TO  
SELL \$1,500,000 FUNDING BONDS**

Upon closing of the issuance of the General Obligation Debt Certificates (Limited Tax), Series 2025, the College will have an additional outstanding debt of \$1,500,000. The proceeds of said Certificates will be used to upgrade technology and purchase equipment to provide state-of-the art capital resources in our classrooms and supporting services, as well as a new phone system. The Funding Bonds will be used to pay said Certificates, which upon issuance constitute claims against the District.

The Resolution included in the Board packet documents the College's intent to call a public hearing to be held on September 25, 2026, in accordance with the Bond Issue Notification Act of the State of Illinois, as amended. Included with the resolution is the public notice of the hearing which will be published in a local newspaper with general circulation within the district.

Upon motion by Ms. Finch, and a second by Mr. Hill, the Board approved the Resolution calling a public hearing concerning the intent of the Board of Trustees to sell funding bonds for the purpose of paying claims against the District. The motion passed by roll call vote: 7 yeas, 0 nays.

**E. BOARD CONSIDERATION TO CHANGE DATE OF OCTOBER  
REGULAR BOARD MEETING**

The scheduled date of the October 2025 Board meeting is Thursday, October 23, 2025 at 5:30 p.m. Due to the dates of the ACCT Leadership Congress, it is recommended that the date be changed to Thursday, October 30, 2025 at 5:30 p.m. If approved, appropriate notifications will be sent.

Upon motion by Mr. Hill, and a second by Ms. Finch, the Board changed the date of the October 2025 Regular Board meeting from Thursday, October 23, 2025 at 5:30 p.m. to Thursday, October 30, 2025 at 5:30 p.m. The motion passed by roll call vote: 7 yeas, 0 nays.

**F. BOARD CONSIDERATION OF RESOLUTION TO PLACE  
TENTATIVE FY2026 BUDGET ON DISPLAY AND SET DATE, TIME,  
AND PLACE OF PUBLIC HEARING ON SEPTEMBER 25, 2025  
(FY2026 TENTATIVE BUDGET-EXTERNAL EXHIBIT)**

An operational budget of \$21,540,000 is recommended. This is approximately 3.8% percent higher than the FY25 Operating Budget. With the adoption of a FY26 budget at the state level, which resulted in a 16.1% increase or \$559,940 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, academic support and student support services, 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 58.72 cents. While the current tax rate is 61.27 cents, it typically fluctuates between 60 and 63 cents.

Upon motion by Ms. Finch, and a second by Ms. Harby, the Board established Thursday, September 25, 2025 at 5:30 p.m. in the Board Room, Vermilion Hall Room 302, at Danville Area Community College as the date, time, and place for the Public Hearing on the FY26 budget. The Board also approved making said budget available for public inspection with appropriate notification provided to the public with final approval anticipated at the September 25, 2025 Board meeting. The motion passed by roll call vote: 7 yeas, 0 nays.

### **G. BOARD CONSIDERATION OF BIDS FOR PARKING LOT MAINTENANCE PROJECT**

Danville Area Community College seeks Board approval for asphalt crack filling, seal coating, and restriping of six campus parking lots, in addition to milling, resurfacing, and striping of Administration Lot #7.

The project was publicly advertised in local newspapers and on digital platforms throughout July. A public bid opening was held on August 5, 2025. Bidders were asked to submit pricing for each of the seven areas individually, with total bids compiled as follows:

Midwest Asphalt Company	Tilton, IL	\$359,343.56
Cross Construction	Urbana, IL	\$463,048.00
Open Road Paving	Urbana, IL	\$226,649.00 not complete
Taza Construction	South Holland, IL	\$1,175,720.00

The project will be funded with 2021 Deferred Maintenance Bond proceeds.

Upon motion by Mr. Hill, and a second by Ms. Finch, the Board approved the lowest bid from Midwest Asphalt Company in the amount of \$359,343.56 for the completion of the parking lot maintenance project. The motion passed by roll call vote: 7 yeas, 0 nays.

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

Bids were advertised in the News Gazette and Commercial News (including the internet) for computer equipment for: (115) Thinkstation P3 Tiny Model # 30H1S57700; (20) Thinkstation P3 Tiny Model # 30H1S6P800; and (100) ThinkCentre TIO 24" monitor Mfg # 12NAGAR1US .

Bid packets were sent to the following suppliers and opened at 10:00 AM on August 18, 2025 with the following results:

\$ 147,730.00	Y&S Technologies, Lone Tree, CO
\$ 154,715.40	Staples Technology Solutions, Deerfield Beach, FL
\$ 157,101.00	Paragon Micro, Inc, Buffalo Grove, IL
\$ 165,499.55	Xerox IT Solutions, Chicago, IL
Late submission	Zones, Inc. Auburn, WA
No Response	CDW-G, Lincolnshire, IL
No Response	Connection, Merrimack, NH
No Response	Tiles in Style, LLC, South Holland, IL

This equipment was approved on the FY-26 Capital Equipment List and funding will be through VCW Grant Funds and Technology/Equipment Bonds.

Upon motion by Ms. Finch, and a second by Ms. Harby, the Board approved the purchase of the computers in the amount of \$147,730.00 from Y&S Technology Solutions. The motion passed by roll call vote: 7 yeas, 0 nays.

**I. CLOSED SESSION TO DISCUSS MATTERS PERTAINING TO THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES FOR THE PUBLIC BODY; AND APPROVAL OF THE CLOSED SESSION MINUTES OF NOVEMBER 6, 2024; NOVEMBER 21, 2024; MAY 19, 2025; AND MAY 22, 2025**

The Board went into Closed Session at 5:54 p.m.

**OPEN SESSION**

The Board returned to Open Session at 6:17 p.m.

**J. BOARD CONSIDERATION OF AMENDMENT TO PRESIDENT'S EMPLOYMENT AGREEMENT**

Dr. Fletcher's Employment Agreement was revised as follows: On 3.b., the date of August 21, 2025 was changed to September 25, 2025 for approval of the annual performance goals; and C.2. the last sentence was removed.

Upon motion by Mr. Hill and a second by Ms. Finch, the Board approved the amendment to Dr. Fletcher's Employment Agreement. The motion passed by roll call vote: 7 yeas, 0 nays.

**ITEM 12: INFORMATION**

**A. TRUSTEE COMMENTS**

- The Trustees wished everyone a great semester.

**B. COMMUNICATIONS**

**ITEM 13: ADJOURNMENT**

There being no further business to discuss, Mr. Wolfe adjourned the meeting at 6:21 p.m.

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Chairperson, Board of Trustees

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Secretary, Board of Trustees

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