

MINUTES OF THE REGULAR MEETING OF OCTOBER 30, 2025

On October 30, 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 5:34 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, Terry Hill, Lisa Martin, Maruti Seth (via phone), Greg Wolfe, and Student Trustee Cole Crawley. Trustee absent: Dylan Haun.

Others present: President Dr. Randall Fletcher, Board Secretary Kerri Thurman, Dr. Carl Bridges, Tammy Betancourt, Jill Cranmore, Lara Conklin, Doug Adams, Terri Cummings, Ami Siefert, Logan Cronk, Mumuchhu Gurung, Doug Hunter, Kathy Hunter, Katie Mickle, Dylan Miller, and Jerry Davis.

Media present: Steve Brandy, Vermilion County First.

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 Ms. Finch, 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; Lara Conklin, Executive Director, College Relations; Terri Cummings, Dean, Business & Technology; Ami Siefert, Director, Career and Veteran Services; Logan Cronk, City of Danville; Mumuchhu Gurung, City of Danville; Doug Hunter, Professor, Mechatronics; Kathy Hunter, Professor, Information Systems; Dylan Miller, Security Officer; and Jerry Davis, Jerry Davis Law.

ITEM 6: REPORT ON ACCT LEADERSHIP CONGRESS, OCTOBER 22-25, 2025

Chairman Wolfe and President Fletcher provided a report on the ACCT National Leadership Congress they attended in New Orleans, LA on October 22-25, 2025.

ITEM 7: INSIDE THE COLLEGE: CAREER & VETERAN SERVICES UPDATE

Director of Career and Veteran Services Ami Siefert provided an update on the Career and Veteran Services Department and the recent Trades Job Fair she hosted in the main parking lot.

The Board and Dr. Fletcher thanked Ms. Siefert for her leadership and for her efforts in creating a successful job fair.

ITEM 8: FINANCIAL UPDATE

The Financial Statement of Revenue and Expenditures ending September 30, 2025 was included in the Board agenda book.

ITEM 9: PRESIDENT'S REPORT

Dr. Fletcher reported that Spirit Week is wrapping up and included a ribbon cutting for the new student union area which has been redesigned to a more student-friendly atmosphere. A Donor Recognition event was held on October 10 in the Business and Technology building with over 100 donors in attendance. Students provided tours, which were well-received. A ceremony to dedicate the wheelchair ramp on Jacobs Hall in memory of Mrs. Vickie Miller was held on October 19. Dr. Jacobs was in attendance at the dedication. HVAC repairs continue on campus and are nearing completion in both Mary Miller and Bremer.

ITEM 10: PUBLIC COMMENT

There was no public comment.

ITEM 11: CONSENT AGENDA

- A. BOARD CONSIDERATION OF THE MINUTES OF THE BOARD WORKSHOP OF SEPTEMBER 22, 2025; THE PUBLIC HEARING OF SEPTEMBER 25, 2025 (BUDGET); THE PUBLIC HEARING OF SEPTEMBER 25, 2025 (BOND); AND THE REGULAR BOARD MEETING OF SEPTEMBER 25, 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: 8 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 Ms. Harby, and second by Mr. Hill, the Board approved the Human Resources Report. The motion passed by roll call vote: 7 yeas, 0 nays.

- 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 \$702.25 was expended for travel expenditures for trustees over the last month. The expenses were for the ICCTA Conference on September 11-13, 2025 in Springfield, IL for Mr. Greg Wolfe.

Upon motion by Ms. Martin, 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 THE ISSUANCE OF PROPERTY TAX ABATEMENT BY COMMUNITY COLLEGE DISTRICT #507 (DANVILLE AREA COMMUNITY COLLEGE) FOR IMPROVEMENTS TO REAL PROPERTY LOCATED WITHIN THE DANVILLE/VERMILION COUNTY ENTERPRISE ZONE.

The City of Danville is in the process of expanding the Enterprise Zone. This expansion will enable development at some key sites in Vermilion County. A map and proposed Resolution were included in the Board packet.

Mr. Logan Cronk from the City of Danville was in attendance and explained the enterprise zone.

Upon motion by Ms. Harby, and a second by Mr. Hill, the Board approved the Resolution authorizing the issuance of property tax abatement by Community College District #507 (Danville Area Community College) for improvements to real property located within the Danville/Vermilion County Enterprise Zone. The motion passed by roll call vote: 6 yeas, 0 nays, 1 abstain (Finch).

D. BOARD CONSIDERATION OF REVISION TO ACADEMIC CALENDAR

Included in the Board packet is a copy of the proposed revisions to the Academic Calendar through academic year 2029-2030. These calendars continue our philosophy of adopting as much commonality as possible with the Academic Calendar approved by the Vermilion County secondary schools.

This proposed calendar meets the ICCB requirement of 150 instruction days excluding examination and in-service days. It also conforms to the number of days of service and in-service days as outlined in our faculty contract and allows for study days or instructional make-up days as requested by ICCB. Once approved, this schedule will be presented to the Vermilion County Superintendents for calendar alignment throughout the County.

Upon motion by Ms. Martin, and a second by Mr. Hill, the Board approved the revisions to the academic calendar through academic year 2029-2030. The motion passed by roll call vote: 7 yeas, 0 nays.

E. BOARD CONSIDERATION OF NEW CERTIFICATE PROGRAM

1. ELECTRIC VEHICLE TECHNOLOGY CERTIFICATE

The Business and Technology Division has done extensive research into the development of an Electric Vehicle Technology Certificate.

The Electric Vehicle Certificate is designed to prepare the student who aspires to work as a technician on Electric and Hybrid-Electric vehicles. The set of courses provide the student with the skills and abilities to work on vehicles with complex electrical systems necessary to inspect, diagnose, and perform light repair to hybrid-electric systems. Focus on safety while working around complex high voltage batteries is also covered. This is a certificate program and it is recommended to complete the Automotive Technology Associate Degree either prior to or concurrently with this program.

ICCB requires that our local Board of Trustees approve any new programs before we can submit the proper paperwork to ICCB for their approval. We are excited about this new program.

Upon motion by Ms. Martin, and a second by Mr. Hill, the Board approved the Electric Vehicle Technology Certificate. The motion passed by roll call vote: 7 yeas, 0 nays.

**F. BOARD CONSIDERATION OF BIDS TO INSTALL A NEW AIR
CONDITIONING SYSTEM IN BREMER THEATER AND UPGRADE
ELECTRICAL SERVICE PANEL**

The air handler serving the Bremer Center was originally installed in 1970 and has now reached the end of its useful life. Replacement parts for this aging system have become obsolete, making ongoing repairs no longer feasible, therefore it was determined that a replacement was necessary. The new system will improve energy efficiency, enhance comfort, and ensure reliable climate control for the theater for years to come.

GHR Engineers of Champaign, Illinois, collaborated with DACC Facilities to design and assist bidding the project that was structured into two primary scopes of work: Mechanical and Electrical.

The base bid for this project includes the installation of a new air conditioning system to serve the Bremer Theater, as well as updating the electrical panel that supplies power to the new equipment and replacing outdated pneumatic air handler controls to modern digital controls that work with DACC energy management system.

In addition to the base bid there was an additional scope of work advertised as alternate#1 that would replace the remaining pneumatic controls in the building with modern digital controls.

This project will be funded by proceeds from the 2021 Deferred Maintenance Bonds.

Bids were advertised in the News Gazette and the Commercial News (including the internet) for Bremer Center Air Handler Repair Project.

Upon motion by Ms. Finch, and a second by Mr. Hill, the Board approved the proposal from A&R Mechanical for the Base Bid for the Mechanical for \$247,099 and the proposal from Anderson Electric for the Base Bid for the Electrical for \$24,836. The motion passed by roll call vote: 7 yeas, 0 nays.

G. BOARD CONSIDERATION OF AMENDMENT TO CELL TOWER LEASE

The College currently leases a parcel of property (23-10-603-001) to American Tower Management, LLC. The College is currently receiving \$15,972 per year in rental revenue, which escalates every five years by 10%. This lease expires in 2034.

American Tower is requesting an amendment to extend the lease agreement seven (7) additional five (5) year renewal terms with a final expiration date of in 2069. In exchange for the renewal extension, the College will receive a one-time payment of \$20,000.

An addition was also made to the lease to include a 20% revenue share component for the addition of other communications equipment from parties other than those existing as of the effective date of this amendment. In exchange for this revenue share, American Tower will retain a limited right of first refusal.

A longer lease term helps to market the tower to other companies to utilize the tower for increased revenue. Twenty percent of this revenue would be the College's. A new national renter pays around \$3,000 per month, which would generate \$600 per month or an additional \$7,200 in revenue annually. In addition, this will also increase the likelihood that the current carriers will continue the use of the tower, which helps the continuity of this important revenue stream.

It is also important to note that this amendment doesn't necessarily mean it will exist that long, depending on technology changes.

There is no cost to the College to amend this lease and extend the terms.

Upon motion by Mr. Hill, and a second by Ms. Finch, the Board approved the cell tower lease amendment with American Tower Management, LLC, to extend the lease term 35 years to 2069. The motion passed by roll call vote: 7 yeas, 0 nays.

H. BOARD CONSIDERATION OF PURCHASE OF INDOOR VIDEO DISPLAY

The main hallway in the Technology Center, frequented by visitors and students, features outdated pictures of our industry partners, of which many are no longer operating in the area. They do not accurately reflect the evolving workforce landscape or provide relevant and actionable information to students. A new indoor video display will provide a dynamic and engaging platform to showcase up-to-date industry partnerships, highlight achievements and provide real-time information on career and educational opportunities. This new video display

would modernize the way our Technology Center communicates with students, staff, industry partners, and the broader community.

DACC and the Business and Technology Division are long standing partners with Watchfire Signs. Watchfire has offered the College an opportunity to purchase an indoor video display with free installation. The cost of the display is \$38,827. The estimated value of the installation is approximately \$24,500.

This purchase qualifies as a sole source purchase, and is thus exempt from the State of Illinois purchasing requirements (110 ILCS 805/3-27.1 – exception “I”). While other digital sign manufacturers exist, none have agreed to provide a direct sale to the College, which results in substantial cost savings. In addition, the donation of the labor is also unique to Watchfire Signs. The video display also includes access to web-based software and on-going software connectivity for content updates and monitoring. The software component qualifies the purchase as an exception under 110 ILCS 805/3-27.1 – exception “F”, “purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services...”

Upon motion by Mr. Hill, and a second by Ms. Harby, the Board approved the purchase of a new indoor video display from Watchfire Signs in the amount of \$38,827. The motion passed by roll call vote: 7 yeas, 0 nays.

ITEM 14: INFORMATION

A. TRUSTEE COMMENTS

- Mr. Hill expressed appreciation to the generous donors of DACC. It speaks volumes about what we do at the College.
- Ms. Finch echoed Mr. Hill’s comments.
- Ms. Harby also echoed Mr. Hill’s comments and thanked Ms. Siefert for leading the Trade Job Fair and the Business and Technology Division for the EV Program Certificate.
- Mr. Crawley updated the Board on the Disney Program. He has been accepted into the program and will be at Disney January 12 to June 4. The Trustees congratulated Mr. Crawley on his acceptance.
- Ms. Martin also expressed appreciation to donors and noted the EV certificate is a great addition to DACC. She also thanked Ms. Siefert for promoting the trades and a successful event.
- Mr. Wolfe echoed everyone’s comments and encouraged Ms. Harby, Ms. Martin, and Mr. Crawley to reach out if additional training is needed as newer Board members. He also thanked the Foundation for the dedication at Jacobs Hall. He noted it was “done with perfection just like Mrs. Miller”.

B. COMMUNICATIONS

ITEM 15: ADJOURNMENT

There being no further business to discuss, Mr. Wolfe adjourned the meeting at 6:23 p.m.

Chairperson, Board of Trustees

Secretary, Board of Trustees

Approved: _____