

TENTATIVE AGENDA

Board of Education, Community College District #600

Monday, July 26, 1965, 7:30 P.M.

Board of Education Office, Dixon Schools

South Central School, 415 Hennepin Avenue, Dixon, Illinois

A. Call to order by the President

B. Roll call

C. Discussion with representatives from Freeport and Rock Valley colleges.

(Dr. Whalen of Black Hawk is on vacation and unable to be present at this meeting.)

D. Recommend action

1. Routine matters

a. Approval of minutes as submitted

b. Approval of final report of secretary-treasurer of Survey Steering Committee

c. Resolution to transfer funds from Steering Committee to District #600

d. Resolution to accept \$500 gift from Mr. Preston Grandon for use as operating expenses of the College. Secretary to remit letter of thanks for same.

2. Unfinished business

a. Report of committee on criteria for president

b. Designation of depository for funds of District #600

c. Further discussion of treasurer and appointment thereof

d. Discussion of budget. (Two separate budgets to be presented for discussion and action.)

e. Information and report from President

1. Proposals re conversations with Dr. Lowell Fisher and Norman Burns of the North Central Association.

Also, of conversations with Senator David Davis of Bloomington and Dr. R. Browne of the Board of Higher Education.

f. Correspondence — report from County Clerk

g. Appointment of committee to receive information on proposed sites

h. Discussion of procedures to be followed in selection of an architect

i. Discussion of frequency of meetings and possible dates

j. Other business

E. Adjournment

**MINUTES OF REGULAR MEETING OF BOARD
COMMUNITY COLLEGE DISTRICT #600**

July 26, 1965

President Tabor called a regular meeting of the Board of Community College District #600 to order in South Central School, Dixon, Illinois on July 26, 1965, 7:30 P.M.

The secretary called the roll and found the following members to be present: Peter W. Dillon, Catherine B. Perkins, Kenneth Miller, Charles R. Schmiedeskamp, Gerald L. Stouffer, Warren B. Wilder and Forrest I. Tabor. None were absent.

Also present were Attorney Robert W. Eastenbock, Gus Minnegar and the following guests: Ben Darbin, Administrator of Freeport Community College, Donald Aspenson, President of the Freeport Board of Education and Robert Mington, member of the Freeport Board of Education. Other invited guests from Black Hawk and Rock Valley Colleges were unable to be present.

During the informal discussion, many useful suggestions were made by the persons from Freeport, along with ideas of securing and keeping costs as low as possible, maintenance of harmonious relationships with District #600 and the use of possible establishment of shared services. The idea of sharing technical courses, supplies, and library resources among the institutions represented was also informally proposed. Other ideas were noted as possible, such as utilizing business management of student enrollment in a similar fashion, and the use of services such as testing for the general public. Special interest was noted in the sharing of technical courses and the use of facilities located between the three conveniently located colleges was discussed.

The importance of sharing those areas in which special goals could be reached was strongly urged with establishment of separate, but cooperating institutions in the proposed areas of Rock Valley, Black Hawk, and Freeport.

Guest Darbin further proposed that, if useful, additional questionnaires and surveys from Freeport might be made available to District #600 for planning both special facilities and technical courses. Further support was expressed by Mr. Aspenson and Mr. Mington. The report from both sides was appreciated.

In the subsequent business meeting, Mr. Wilder moved to accept the minutes as submitted. Mr. Dillon seconded the motion. The motion passed.

Mr. Dillon moved to rescind the action of the previous meeting in which Mr. Stouffer was supported treasurer, since a Board member is to serve. Mr. Stouffer seconded the motion. The motion carried.

Mr. Stouffer moved to place on file and make a matter of record the report of the secretary-treasurer of the Steering Committee for the survey. Mr. Wilder seconded the motion. The motion carried.

Mr. Wilder moved to accept the \$500 gift from Mr. Preston Grandon for operating expenses and to direct the Secretary to send a letter of thanks and appreciation. Mr. Miller seconded the motion. The motion carried.

Mr. Stouffer moved and Mr. Wilder seconded the motion to accept the report of the committee on criteria for a college president. The motion carried.

Mr. Dillon was asked to secure information and estimated costs from the National Administrative Center at the University of Chicago relative to consultation and assistance in finding an administrator.

Mr. Wilder moved to appoint Pauline Howe as Treasurer for the Board at a salary of \$25 per month.

Mr. Dillon seconded the motion. The secretary called the roll and the following voted "Aye": Peter W. Dillon, Catherine B. Perkins, Clayton B. Sebum, Gerald S. Stuff, Warren B. Wilder, and Forrest L. Tabor. None voted "Nay." The motion carried. Mrs. Hauser had been called from the meeting prior to the roll call.

Following a discussion of a depository for the Board's funds, Mr. Wilder moved to designate the Rock Falls National Bank as the official depository and to direct the Secretary to negotiate and enter into such contracts as necessary to receive and list titles for the purposes stated and deposit of all monies. The following voted "Aye": Peter W. Dillon, Catherine B. Perkins, Clayton B. Sebum, Gerald S. Stuff, Warren B. Wilder, and Forrest L. Tabor. None voted "Nay." The motion carried.

Mr. Sebum moved to establish the fiscal year as of July 1, 1965 to June 30, 1966. Mr. Stuff seconded the motion. The motion carried.

Mr. Wilder moved the adoption of the tentative budget in the amount of \$227,715 Educational Fund and \$312,700 Building Fund. Mrs. Sebum seconded the motion. The roll was called and the following voted "Aye": Peter W. Dillon, Catherine B. Perkins, Clayton B. Sebum, Gerald S. Stuff, and Warren Wilder. None voted "Nay." The motion carried.

Mr. Dillon moved to hold the public hearing for the budget on August 10, 1965, 7:30 P.M. in the Board room at Rock Falls High School. The tentative budget will be on display in each of the High School offices in Community College District #600 between now and after July 30, 1965.

President Tabor named Mr. Dillon, Mr. Wilder, and Mr. Stuff to serve as a committee to receive all offers of land for possible sites, prices, and conditions of sale on parcels of approximately 200 acres each. The report from the committee is to be submitted to the Board as soon as possible. This will also include the visit to the Rock Falls area, where two sites have been discussed, approximately three will also be visited with the Board.

Mrs. Cadbury was directed to contact Mr. Burroughs of the Chapman Taylor legal firm in Chicago in regard to completing the validation of the college district in whatever details are deemed necessary.

Mr. Wilder moved to adjourn to Monday, August 2, 1965, 7:30 P.M., Rock Falls High School. Mr. Dillon seconded the motion. The roll was called and the following voted "Aye": Peter W. Dillon, Catherine B. Perkins, Clayton B. Sebum, Gerald S. Stuff, Warren B. Wilder, and Forrest L. Tabor. None voted "Nay." The motion carried and the meeting adjourned.

(Signed) **Catherine B. Perkins**
Catherine B. Perkins, Secretary

NORTHWESTERN ILLINOIS COMMUNITY COLLEGE**Checks Written**

Number	To	For	Amount
1	Kris Perkins	Clerical	\$3.20
2	Sharon Hunt	Clerical	\$1.60
3	Sterling High School	Phone and Postage	\$5.28
4	Helen Cowan	Expenses to July 17	\$36.80
5	Frank H. Philpot	Expenses to July 17	\$40.64
6	Henry Knodle	Expenses to July 17	\$40.00
7	Perry Hayden	Expenses to July 17	\$18.00
8	Vernon Feedman	Expenses to July 17	\$30.00
9	Theodore Foehlich	Clerical	\$31.60
10	James Meekins	Expenses to July 17	\$101.80
11	Robert McWilliams	Clerical	\$37.80
12	Donald M. Perkins	Expenses to July 17	\$72.64
13	Russell Thorpe	Expenses to July 17	\$27.60
14	Edward Deans	Clerical	\$45.00
15	James H. Mills	Clerical	\$18.95
16	Paul R. Hanson	Clerical	\$102.65
17	Frank H. Philpot	Expenses	\$156.80
18	Fred N. Manning	Clerical	\$42.80
19	Harold S. Rentmeester	Clerical	\$68.00
20	Edward Eagles	Clerical	\$30.00
21	James Michaelson	Clerical	\$98.76
22	Geo. Peck Store	Paper Back	\$6.78
23	Wo-Wo Walter Vogler	Clerical	\$3.60
	Betty Girard	Clerical	\$2.16

Treasurer's Report

- **Balance July 17, 1964:** \$9,000.00
- **Receipts since July 17:** \$2,860.00
- **Total:** \$11,860.00
- **Amount paid out, July:** \$1,975.65
- **Amount paid out, August:** \$2,889.71
- **Balance August 27, 1964**
with bills paid to date: \$6,910.29

Earl Pitsch, Secretary-Treasurer

NORTHWESTERN ILLINOIS COMMUNITY COLLEGE
Checks Written

Number	To	For	Amount
28	Dr. Prince	Honoraria thru October 20	\$175.00
29	Dr. Prince	Expenses thru October 20	\$15.04
30	Void		
31	Edward Wiginton	Expenses thru October 20	\$38.50
32	Betty Girard	Typing and postage	\$5.98
33	Sharon Hunt	Clerical	\$1.60
34	Perry Esquire	Honoraria thru October 20	\$30.80
35	Frank Philpot	Honoraria thru October 20	\$19.80
36	James McWilliams	Expenses thru October 20	\$30.00
37	Vernon Perkins	Expenses thru October 20	\$40.00
38	Robert Foehlich	Expenses thru October 20	\$10.00
39	Northwestern Bell	Phone calls and postage	\$14.80
40	Sterling High School	Clerical	\$3.20
41	Sharon Hunt	Clerical	\$3.00
42	Edward Wiginton	Clerical	\$5.00

Treasurer's Report

- **Balance July 17, 1964:** \$9,000.00
- **Receipts since July 17:** \$2,860.00
- **Total:** \$11,860.00
- **Checks written July:** \$1,975.65
- **Checks written August:** \$2,889.71
- **Balance August 27, 1964**

with bills paid to date: \$6,910.29

- **Receipts:** \$4,027.50
 - **Checks written thru October 20:** \$1,429.77
 - **Balance October 20, 1964 with bills paid to date:** \$7,518.02
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Earl Pitsch, Secretary-Treasurer

NORTHWESTERN ILLINOIS COMMUNITY COLLEGE**Checks Written**

Number	To	For	Amount
45	Void		
46	Marilyn Vinson	Clerical	\$11.20
47	Richard White	Salary and expenses	\$51.50
48	U.S. Post Office	Stamps	\$3.83
49	Donald L. Haase	Clerical	\$17.80
50	Betty Girard	Postage-clerical	\$10.50
51	Henry Simmons	Clerical	\$10.00
52	Betty Girard	Postage-clerical	\$20.00
53	Gage Printing	Clerical	\$12.40
54	Mrs. McArthur	Clerical	\$18.00
55	Sterling High School	Rent	\$300.00
56	J.B. Engr. Educ.	Materials	\$134.06
57	Eastman Photographic Service	Material	\$13.60
58	Burroughs Corp.	Typewriter rental	\$318.75
59	Kalas Publishing	Materials	\$1,380.00
60	Jerry Perkins	Expenses thru January 5th	\$42.00
61	Fred Philpot	Expenses thru January 5th	\$42.00
62	Henry Kettle	Expenses thru January 5th	\$48.00
63	Vera O'Reilly	Clerical	\$37.60
64	Northwestern Bell	Phone and postage	\$19.18
65	Frank Philpot	Clerical	\$10.00
66	Mrs. McArthur	Clerical	\$18.00
67	Sterling High School	Rent	\$300.00
68	Marilyn Vinson	Clerical	\$9.00

Balance October 20, 1964: \$7,518.17

Checks written thru Jan. 5th: \$3,664.35

Balance January 5th with bills paid to date: \$3,847.81

Checks Written:

Number	To	For	Amount
70	Edward Wiginton	Expenses	\$64.98
71	Donald Price	Expenses (128.65 + 4.60)	\$133.25
72	Edward Prince	Clerical	\$18.00
73	Remington Office Company	Printing	\$1,830.70

Balance:

To Date: \$3,847.81

Less Checks: \$2,046.93

Current Balance: \$2,810.72

NORTHWESTERN ILLINOIS COMMUNITY COLLEGE

Balance on hand January 5, 1965: \$2,817.02

Receipts:

City National Bank, Dixon
Dixon National Bank
B.W. Star Printing Company
George Lindquist \$350.00
Ames Furniture Company \$50.00
Total Cash \$3,217.02

Expenditures:

Number	To	For	Amount
74	Sterling Twp. High School	Clerical, phone calls	\$24.36
75	Donald M. Prince	Expense thru March 1, 1965	\$93.88
76	Edward Prince	Legal fees and expenses	\$43.25
77	B.W. Castendyck	Clerical	\$50.00
78	American Assoc. Junior College	Market analysis report	\$140.00
79	North Central Illinois Assoc.	Address labels, postage, etc.	\$8.00
80	Remington Office Machines	Equipment rental	\$105.00
81	Russell Star Printing	Publications	\$80.00
82	Turack Sign Company	Materials	\$312.50
83	The Cash Register Co.	Clerical and phone calls	\$54.31
84	American Assoc. of Junior College	Magazine subscriptions and journals	\$60.00
	Total Disbursements		\$971.30

Total Receipts: \$3,217.02

Total Expenditures: \$971.30

Balance July 15, 1965: \$2,245.72

Forrest L. Tabor
Secretary-Treasurer