

## **AGENDA**

Board Meeting - Sauk Valley College  
Science Lab Room #22  
July 10, 1967 7:30 p.m.

A. Call to order by President Walder

B. Roll call

C. Recommended actions:

1. Approval of minutes as submitted
2. Approval of current bills for payments
3. Approval of new faculty appointment

D. Old business:

1. Election of vice-chairman
2. Bids for group insurance for faculty and staff
3. Other old business

E. President Sabol's report:

1. Status of Legislature
2. Work progress on campus road and parking lots
3. Repainting of light standards
4. Storm sewer discharge
5. Specifications for seeding
6. Applications for fall semester

F. New business:

1. Presentation of architect's plans preparatory to submission to Illinois Building Authority and HUD
2. Other new business

G. Time of next meeting

H. Adjournment

## MINUTES OF REGULAR MEETING

### SAUK VALLEY COLLEGE BOARD

July 10, 1967

President Walder called the regular meeting of the Sauk Valley College Board to order in the Science Laboratory on July 10, 1967, at 7:30 P.M.

The following members were present at roll call: E. Orval DeWeerth, Catherine R. Perkins, Kenneth L. Reuter, Clayton R. Schuneman, Gerald S. Stuff, and Warren E. Walder. Peter W. Dillon was absent.

Dr. DeWeerth moved and Mr. Stuff seconded the motion that the minutes be approved as submitted. The motion carried.

Mr. Schuneman moved to approve for payment bills as listed and attached in these amounts: Educational Fund \$17,863.67, Building Fund \$18,001.98, and Site and Construction Fund \$6,284.90. Mr. Reuter seconded the motion. The secretary called the roll, and the following voted 'Aye': E. Orval DeWeerth, Catherine R. Perkins, Kenneth L. Reuter, Clayton R. Schuneman, Gerald S. Stuff, and Warren E. Walder. None voted 'Nay'. The motion carried.

Mr. Reuter moved to nominate Mr. Schuneman to serve as Vice Chairman. Mr. Stuff seconded the motion.

Dr. DeWeerth moved that nominations cease and that the secretary be instructed to cast a unanimous ballot for Mr. Schuneman. Mr. Reuter seconded the motion. The motion carried, and Mr. Schuneman was declared elected.

Mr. William Herzog, representing J. P. Clark Associates, presented a proposal to the Board for auditing utility contracts and billings at an initial fee of \$525 and a subsequent annual fee of \$135.

The Board had given considerable discussion and consideration to this service at an earlier date and had declined the proposal because of the much higher cost at that time.

Mr. Schuneman moved to now accept the proposal of the J. P. Clark auditing service as described. Mr. Reuter seconded the motion. The roll was called, and the following voted 'Aye': E. Orval DeWeerth, Catherine R. Perkins, Kenneth L. Reuter, Clayton R. Schuneman, Gerald S. Stuff, and Warren E. Walder. None voted 'Nay'. The motion carried.

Dr. Sabol reported that he has no new staff appointments for approval at this time.

Dr. Sabol reported that as of this time, actually July 5, 1967, Senate Bill 515, providing in principle full funding by the State of staff retirement funds, had passed both the Senate and the House and had gone to the Governor for signature.

Dr. Sabol also reported that Gerald Smith, executive secretary of the Illinois Junior College Board, had indicated that as soon as House Bill 2221, authorizing \$125,000,000 in capital building funds for junior colleges, had been approved, full Phase IB projects of the five colleges ready to build would be approved by the Junior College Board and sent to the Illinois Board of Higher Education for approval.

Dr. Sabol reported that Dr. Thomas of the firm which manufactured the poles for site lighting had indicated that they are proceeding to receive bids for repainting the poles as needed and that they assume full responsibility for the problem.

The continued washout at the point of the storm sewer discharge is being checked by the resident inspector employed by the architects. He will also check and inspect the blacktop as it is applied and follow the progress and completion of grading being done in the area of athletic playfields.

Mr. Stuff moved to authorize the architects to prepare specifications and solicit bids in the name of the Board for seeding the area north and west of the present campus road with seeding not to be started before August 15 and to be completed by September 15, and with bids to be received by July 21, 1967, if possible. Mr. Reuter seconded the motion. The secretary called the roll, and the following voted 'Aye': E. Orval DeWeerth, Catherine R. Perkins, Kenneth L. Reuter, Clayton R. Schuneman, Gerald S. Stuff, and Warren E. Walder. None voted 'Nay'. The motion carried.

Dr. Sabol reported on a meeting attended by himself, Mr. Walder, and Mr. Schuneman at Springfield, at which college presidents and board members of the other junior colleges in the State met to discuss principles and policies relative to future allocation of building funds. He reported that a committee was appointed to consult with the Illinois Junior College Board so that the more than twenty new colleges may have reasonable assurance that they will receive 75% of their building capital needs from the State as they are ready for them and as specified in the legislation creating the junior college system.

Mr. Castendyck reported that after consultation with the Palmyra Township Supervisor and road commissioner that it seemed more desirable to grant an easement to the Township for the entrance road rather than to dedicate the road to the Township as originally planned.

Mr. Reuter moved to adopt the attached resolution authorizing the President and Secretary to grant an easement of the access road to Palmyra Township. Dr. DeWeerth seconded the motion. The secretary called the roll, and the following members voted 'Aye': E. Orval DeWeerth, Catherine R. Perkins, Kenneth L. Reuter, Clayton R. Schuneman, Gerald S. Stuff, and Warren E. Walder. None voted 'Nay'. The motion carried.

Three architects were present from Durrant, Deininger, Donner, Kraner, and Gordon to make a presentation of the final working drawings for the Board's approval before presenting them to the Illinois Building Authority and the Commission on Housing and Urban Development.

After lengthy discussion of many questions about the plans and several possible deduct alternates, Mr. Schuneman moved that the Board accept these final plans as presented. Mr. Reuter seconded the motion. The roll was called, and the following voted 'Aye': Catherine R. Perkins, Kenneth L. Reuter, Clayton R. Schuneman, Gerald S. Stuff, and Warren E. Walder. None voted 'Nay'. Dr. DeWeerth voted 'Present'. The motion carried.

A work session on finance was planned for July 17.

Mr. Reuter moved to adjourn; Mr. Stuff seconded the motion. The secretary called the roll, and the following voted 'Aye': E. Orval DeWeerth, Catherine R. Perkins, Kenneth L. Reuter, Clayton R. Schuneman, Gerald S. Stuff, and Warren E. Walder. None voted 'Nay'. The meeting adjourned.

Catherine R. Perkins, Secretary

EDUCATIONAL FUND

June 30, 1967

|                           |                            |       |             |
|---------------------------|----------------------------|-------|-------------|
| PUBLISHING COMPANY        | BOOKS                      | 1,458 | 5.70        |
| ALLEN                     | TRAVEL EXPENSES            | 1,459 | 99.25       |
| AN SOCIETY ENGINEERING ED | DUES                       | 1,460 | 15.00       |
| KER & TAYLOR COMPANY      | BOOKS                      | 1,461 | 873.81      |
| CE BERTSCH                | TRAVEL EXPENSES            | 1,462 | 28.70       |
| R GEPPERT CO              | SUPPLIES                   | 1,463 | 66.77       |
| EVENING TELEGRAPH         | ADVERTISING                | 1,464 | 6.40        |
| EDISON                    | TRAVEL EXPENSES            | 1,465 | 72.40       |
| AN PHOTOS                 | PHOTOS                     | 1,466 | 120.00      |
| SOC OF JUNIOR COLLEGES    | MEMBERSHIP FEE             | 1,467 | 350.00      |
| TH SIGN COMPANY           | SIZED CARDS                | 1,468 | 24.46       |
| ATIONAL BUSINESS MACHINES | SERVICE & PARTS            | 1,469 | 192.12      |
| ATIONAL BUSINESS MACHINES | SUPPLIES                   | 1,470 | 90.40       |
| KABEL                     | TRAVEL EXPENSES            | 1,471 | 17.20       |
| KUHN                      | TRAVEL EXPENSES            | 1,472 | 10.00       |
| KUHN                      | TRAVEL EXPENSES            | 1,473 | 30.00       |
| BRARY OF CONGRESS         | BOOKS                      | 1,474 | 215.09      |
| OLITAN SUPPLY CO          | SUPPLIES                   | 1,475 | 12.90       |
| BUSINESS FORMS            | SUPPLIES & FORMS           | 1,476 | 118.86      |
| ON TRAVEL INC             | TRAVEL EXPENSES-ALLEN      | 1,477 | 205.45      |
| NASH                      | TRAVEL EXPENSES            | 1,478 | 76.10       |
| OSBORN                    | TRAVEL EXPENSES            | 1,479 | 60.50       |
| ARKS                      | TRAVEL EXPENSES            | 1,480 | 209.62      |
| CASH                      | MISC EXPENDITURES          | 1,481 | 4.59        |
| PRINTING CO               | PRINTED FOLDERS            | 1,482 | 287.00      |
| PRINTING CO               | NEWS RELEASE SHEETS        | 1,483 | 61.00       |
| Y MOVING & STORAGE        | MOVING EXPENSES            | 1,484 | 17.00       |
| ART CRAFT                 | SUPPLIES                   | 1,485 | 15.55       |
| NG BUSINESS MACHINES      | SUPPLIES                   | 1,486 | 238.10      |
| NASH                      | TRAVEL EXPENSES            | 1,487 | 17.86       |
| N VINSON                  | MICROFILMS                 | 1,488 | 20.00       |
| ARREN                     | TRAVEL EXPENSES            | 1,489 | 13.00       |
| ITE                       | TRAVEL EXPENSES            | 1,490 | 82.50       |
| OCK CHAMBER OF COMMERCE   | DIRECTORY                  | 1,491 | 13.10       |
| G SALES INC               | SUPPLIES                   | 1,492 | 2.00        |
| UNIV RETIREMENT SYSTEM    | COLLEGE CONTRIBUTION       | 1,493 | 105.90      |
| UNIV RETIREMENT SYSTEM    | EMPLOYEE DEDUCTIONS        | 1,494 | 3,719.96    |
| L RESERVE BANK            | EMPLOYEE DEDUCTIONS        | 1,495 | 2,580.60    |
| PREST FUND                | EXPENDITURES               | 1,496 | 5,302.90    |
| STERN NATL LIFE INS CO    | EMPLOYEE DEDUCTIONS        | 1,497 | 95.00       |
| STERN MUTUAL LIFE INS CO  | EMPLOYEE DEDUCTIONS        | 1,498 | 30.00       |
|                           | EMPLOYEE DEDUCTIONS        | 1,499 | 185.00      |
|                           |                            |       | 15,691.79 T |
| 1 National bank           | Interest on antic warrants | 1456  | 2,171.88    |
|                           | Void                       | 1457  |             |
|                           | Grand Total                |       | 17,863.67   |

LDING FUND

June 30, 1967

|                        |                      |     |        |
|------------------------|----------------------|-----|--------|
| NOVAK                  | TRAVEL EXPENSES      | 195 | 13.20  |
| AL TELEPHONE CO        | SERVICES             | 196 | 612.97 |
| WEALTH EDISON CO       | SERVICES             | 197 | 870.81 |
| MAX HARDWARE CO        | SUPPLIES             | 198 | 7.67   |
| AND HECKMAN            | SUPPLIES             | 199 | 6.77   |
| CHULER                 | MOWING               | 200 | 241.01 |
| ERN ILL GAS CO         | SERVICES             | 201 | 47.45  |
| ROEBUCK AND CO         | SUPPLIES             | 202 | 67.63  |
| UNIV RETIREMENT SYSTEM | COLLEGE CONTRIBUTION | 203 | 77.34  |
| UNIV RETIREMENT SYSTEM | EMPLOYEE DEDUCTIONS  | 204 | 53.63  |
| AL RESERVE BANK        | EMPLOYEE DEDUCTIONS  | 205 | 310.00 |

2,308.48 T

|         |                           |     |           |
|---------|---------------------------|-----|-----------|
| Dussler | 6 months rent             | 193 | 4,000.00  |
| ssler   | Contract balance & extras | 194 | 11,693.50 |
|         | Grand total               |     | 18,001.98 |

## AND CONSTRUCTION FUND

|                        |                              |     |          |
|------------------------|------------------------------|-----|----------|
| s Trust & Savings Bank | reimbursement                |     |          |
|                        | (charged to interest income) | 254 |          |
| . Beeler               | services                     | 255 | 65.00    |
| . Caldwell             | real estate appraisal        | 256 | 75.00    |
| tional Aids Service    | equipment                    | 257 | 1,487.20 |
| Materials Company      | concrete                     | 258 | 47.68    |
| lls                    | filing cabinets              | 259 | 175.00   |
| Sales Company          | furniture                    | 260 | 562.00   |
| rophester Construction | repair sewer fall out        | 261 | 626.54   |
| Reed                   | equipment                    | 262 | 568.68   |
| ce Research Associates | installation of fencing      | 263 | 400.00   |
| ing Business Machines  | equipment                    | 264 | 2,117.03 |
| ts Realty              | equipment                    | 265 | 60.77    |
|                        | updating appraisal           | 266 | 100.00   |
|                        | Total                        |     | 6,284.90 |

## ST FUND

|            |                 |     |       |
|------------|-----------------|-----|-------|
| aster      | 4¢ cards        | 111 | 10.00 |
| ster       | postal meter    | 112 | 85.00 |
|            |                 |     | 95.00 |
| .00        | balance on hand |     |       |
| .00        | expenditures    |     |       |
| <u>.00</u> | total in fund   |     |       |

SAUK VALLEY COLLEGE

FALL SEMESTER, 1967:

|                                  |  |
|----------------------------------|--|
| Monday, September 11             | Faculty Workshop   |
| Tuesday, September 12            | " "  |
| Wednesday, September 13          | " "  |
| Wednesday, September 13          | Evening Registration (7-10:00 p.m.)                                |
| Thursday, September 14           | Second Year Student Registration                                   |
| Friday, September 15             | First Year Student Registration                                    |
| Monday, September 18             | Classes begin 8:00 a.m.  |
| Friday, September 29             | Last day to drop or add classes<br>Last day for late registration. |
| Friday, November 11              | Mid-semester date.   |
| Wednesday, November 22           | Thanksgiving recess begins 5:00 p.m.                               |
| Monday, November 27              | Classes resume 8:00 a.m.   |
| Wednesday, December 20           | Christmas recess begins 5:00 p.m.                                  |
| Wednesday, January 3             | Classes resume 8:00 a.m.   |
| Monday-Saturday, January 15 ~ 20 | Final Examinations   |

SPRING SEMESTER, 1968:

|   |   |
|---|---|
| Monday, January 29                                | Second Year Student Registration                                  |
| Monday, January 29                                | Evening Registration (7 - 10:00 p.m.)                             |
| Tuesday, January 30                               | First Year Student Registration                                   |
| Wednesday, January 31                             | Classes start 8:00 a.m.   |
| Friday, February 9                                | Last day to drop or add classes<br>Last day for late registration |
| Friday, March 29                                  | Mid-semester date.  |
| Friday, April 5                                   | Spring recess begins 5:00 p.m.                                    |
| Monday, April 15                                  | Classes resume.   |
| Thursday, Friday & Saturday -<br>May 23, 24, & 25 | Final Examinations  |
| Monday & Tuesday, May 27 & 28                     | Final Examinations  |
| Sunday, June 2                                    | Commencement.   |

*J. P. Clark Associates, Inc.*

204 South Ervay Street  
Dallas, Texas

Electric  
 Gas  
 Water  
 Steam

Date

*July 11-1967*

Gentlemen:

To be assured of obtaining our Utility Services at the Lowest Possible Cost, we employ you as our Utility Rate Auditors and Power Cost Consultants. It is understood that—

YOUR TECHNICAL ANALYSIS AND AUDIT REPORT  
GUARANTEES US THE LOWEST RATES  
APPLICABLE TO OUR BUSINESS

— by —

1. Analyzing our CURRENT BILLS, to determine if lower rates, published or special, or concessions, riders, or supplementary provisions could be applied to reduce our present costs.
2. Auditing and analyzing our PAST PAID BILLS for a period up to 5 years, if available, and giving all possible advice and assistance in securing refunds, where any overcharges have been made.
3. Completing your technical analysis and furnishing us an AUDIT REPORT of the above within a period of 4 months, based on the utility bills and contracts we furnish you.
4. Continuing to audit and analyze our FUTURE BILLS for a period of one year, and acting as our consultants during this time in negotiations with our Utility Companies, if new rates, concessions and riders or changes in our consumption or usage entitled us to lower rates.

Your total fee for all of the above services is \$ 525 00

At client's option this Agreement may be renewed for successive annual periods at a fee of one-fourth the original fee \$ 135 00.

FIRM NAME SAC K Valley College

By Robert Edison TITLE Bus. Mgr

ADDRESS P.R. #1

CITY Dixon STATE IL 61021

Business Classification J. College

Accepted for

*J. P. Clark Associates, Inc.*

By *J. P. Clark*

*Copy*  
**Guarantee**

**WE GUARANTEE TO PERFORM THE FOLLOWING SERVICES**

Make a technical audit of your electric, gas, steam and water bills and furnish you a report on any overcharges or discrepancies.

Advise you if there are available to you any rate schedules—published, secret or special—or riders, concessions or supplementary provisions . . . any of which will reduce your utility costs . . . and instruct you how to benefit from them.

Render full consultation and advisory service during any negotiations with utility companies on rates, new schedules or any matters pertaining to your utility costs.

Analyze your operations and advise you whenever power factor or load factor characteristics may be controlled or regulated by you to bring about a reduction in your utility costs without interfering with your operations.

We will keep confidential the work we do for you and we will not communicate with your utility companies or negotiate with them without your written authorization.

**OUR GUARANTEE TO YOU**

We guarantee to advise you, during the period of this agreement, of the following:

- any overcharges in your current utility billing.
- the lowest cost producing rate applicable to your business.
- any incorrect billing methods.
- any erroneous interpretation of your contracts.
- any misapplication of rate schedules.
- any improper metering methods.

To assist us in rendering the above services and to enable us to fulfill our guarantee, you agree to:

- Furnish us any utility contracts, correspondence which you have as we may require.
- Submit to us immediately any new proposals regarding your utility rates or operations.
- Notify us of any contemplated or actual operational changes.
- Forward your utility bills to us each month to be audited.

You have the privilege of submitting to us your utility bills for one year from date and for as long thereafter as this agreement shall continue . . . we will audit and analyze these bills and advise you if variations in your consumption or usage (or the filing of any new or revised rate schedules by your utility companies) will make additional changes advantageous to you.

Signed by

*J. H. Clark*  
Accredited Representative of

this 11 day of

*July* 1967

WHEREAS, it is necessary to have access to the State Highway commonly known as U. S. Alternate Route 30, which highway is designated as a freeway, and

WHEREAS, access to said highway can only be had from a public highway or under certain special conditions, and

WHEREAS, it is deemed necessary and desirable to grant an easement unto the Town of Palmyra, Lee County, Illinois, said easement to be used for road purposes and to be in the form attached hereto,

NOW, THEREFORE, Be it resolved that the President, Warren E. Walder, and Secretary, Catherine R. Perkins, of the Board of Junior College District No. 506, Counties of Whiteside, Lee, Ogle, Henry, and Bureau, State of Illinois be and they are hereby authorized and directed to execute and deliver an easement over a strip of land 100 feet wide and 717.95 feet long in Part of the Southwest Quarter of Section Nine and Part of the Southeast Quarter of Section Eight, all in Township Twenty-one North, Range Eight East of the 4th P.M., Lee County, Illinois, said easement to be in the form attached hereto and made a part hereof.

EASEMENT

THIS INDENTURE, made this <sup>10<sup>th</sup> day of July, 1967, between the Board of Junior College District No. 506, Counties of Whiteside, Lee, Ogle, Henry and Bureau, State of Illinois, Party of the First Part, and the Town of Palmyra, Lee County, Illinois, Party of the Second Part,</sup>

WHEREAS, The Party of the First Part owns in fee the real estate described as follows:

Part of the Southwest Quarter of Section Nine and part of the Southeast Quarter of Section Eight, all in Township Twenty-one North, Range Eight East of the 4th Principal Meridian, Lee County, Illinois, described as follows: Beginning at the point of intersection of the East line of said Section Eight with the Southerly right of way line of U.S. Alternate Route 30; thence East along the said Southerly right of way line, 50 feet; thence Southerly parallel with the East line of said Section Eight, 717.95 feet; thence Westerly parallel with the Southerly right of way line, 100 feet; thence Northerly parallel with the East line of Section Eight, 717.95 feet to the Southerly right of way line of U.S. Alternate Route 30; thence Easterly along said Southerly right of way line, 50 feet to the place of beginning, hereinafter referred to as "the aforesaid strip" or "said road", and

WHEREAS, The First Party is willing to grant to the Second Party an easement over the aforesaid strip, said easement to be held by Second Party for the use and benefit of the public, and

WHEREAS, a portion of the aforesaid strip has been improved by the First Party for road purposes and will be further improved and maintained by First Party as a public road, and

WHEREAS, it is understood that First Party will be solely responsible for the construction and maintenance of the said road, but that Second Party will assist in the removal of snow from said road, as required by the First Party, and the covenant to provide said help constitutes part of the consideration for this easement,

NOW, THIS INDENTURE WITNESSETH, That pursuant to authority given by the Board of said Junior College at a regular meeting of the Board held on the 10th day of July, 1967, for and in consideration of the agreement of the Second Party to remove snow from said road as required by First Party, the First Party hereby grants unto the Second Party, for the use and benefit of the public, the full and free right, in common with First Party and all others who may be granted a like right by First Party, to pass and repass along said road and to otherwise use it as a public road,

TO HAVE AND TO HOLD the said easement or right of way hereby granted unto the Party of the Second Part so long as it is used by the public for road purposes.

IN WITNESS WHEREOF, said First Party has caused its name to be signed by its President and attested by its Secretary, this 10<sup>th</sup> day of July, 1967.

Board of Junior College District No. 506,  
Counties of Whiteside, Lee, Ogle, Henry  
and Bureau, State of Illinois,

Attest: By \_\_\_\_\_ Its President  
Catherine R. Perkins  
Secretary

STATE OF ILLINOIS )  
 ) ss  
COUNTY OF WHITESIDE )

I, Robert W. Castendyck, a Notary Public in and for said County in the State aforesaid, Do Hereby Certify that Warren E. Walder personally known to me to be president of the Board of Junior College District No. 506, Counties of Whiteside, Lee, Ogle, Henry and Bureau, State of Illinois, and Catherine R. Perkins, personally known to me to be secretary of said Board, and personally known to me to be the same persons whose names are subscribed to the foregoing instrument, appeared before me this day in person and severally acknowledged that

as such president and secretary, they signed and delivered the said instrument as the president and secretary of said Board, pursuant to authority given by the Board, as their free and voluntary act, and as the free and voluntary act of the Board for the uses and purposes therein set forth.

GIVEN under my hand and Notorial Seal this \_\_\_\_\_ day of July, 1967.

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Notary Public