

# MINUTES OF SAUK VALLEY COLLEGE TRUSTEES ADJOURNED MEETING

July 15, 1974

The Board of Trustees of Sauk Valley College met in adjourned meeting at 8:00 p.m. in the Board Room of Sauk Valley College, Rural Route #1, Dixon, Illinois, on July 15, 1974

## Call to Order:

Chairman Coplan called the meeting to order at 8:00 p.m. and the following members answered roll call:

Arman Gaulrapp	Henry Kobbeman
Oscar Koenig	William Reigle
Robert Wolf	Ronald Coplan

## Absent:

Peter Gray	Greg Rehner
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## Food Serv Program:

A lengthy discussion was held on the Food Service Program. The Board considered the proposals for providing hot lunches for the SVC students, along with the request from District #5 to use the basement kitchen equipment to provide food service for District #5 and the Rock Falls elementary district.

It was then moved and seconded that the Board of Trustees of Sauk Valley College authorize the administration to further negotiate a Food Service lease with Sterling School District #5, with consideration to be given to the following factors:

1. Disposition of income from vending machines
2. Cost per square foot for building rental
3. Whiteside Area Vocational Lease
4. Cost of utilities
5. Illinois Building Authority approval

Specifications for this lease are to be ready for the July 22 SVC Board meeting and the lease will be subject to final ratification of both Boards. In a roll call vote, all voted aye. Motion carried.

Commendation

Mr. Max Guinnup, choir director, presented each Board member with a recording made by the College Choir. He informed the Board that this record is available in the college bookstore and local record shops. The Board commended Mr. Guinnup for his fine contribution to the college music program throughout his years at Sauk Valley.

Adjournment:

Since there was no further business, it was moved and seconded that the Board adjourn. The next regular meeting will be July 22, 1974 at 8:00 p.m. in the Board Room. The following vote was recorded: Ayes Members Gaulrapp, Kobbeman, Koenig, Reigle, Wolf and Coplan. Nays-0. Motion carried.

The Board adjourned at 8:55 p.m.

Respectfully submitted,

  
Arman Gaulrapp, Secretary

RECEIVED JUL 22 1974

COMMUNITY UNIT SCHOOL DISTRICT No. 5 E-22  
1800 SIXTH AVENUE  
STERLING, ILLINOIS 61081

BUSINESS OFFICE

July 22, 1974

815-626-5050

Dr. George Cole, President  
Sauk Valley College  
Dixon, IL 61021

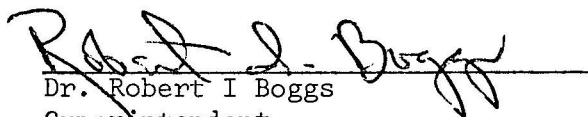
Dear George:

The Board of Education unanimously approved the concept of working with Sauk Valley College for the purpose of providing food services for the college and the elementary students of Sterling and Rock Falls.

The Board, following their review of the proposal submitted by Dean Edison and Robert Cripe, rejected several items. The proposal duplicated several costs areas and reflected increased costs which would force undue burden on the students purchasing a hot lunch. We believe the costs for lunches should be kept at a minimum for students and yet assure the districts of a cost free program. The original cost figures provided for utilities plus \$5,350 for upkeep of equipment. We would recommend a \$6,000 guaranteed payment from Unit #5, the \$3,000 current lease agreement and \$10,000 receipts which may be in excess of operating costs. We would recommend agreeing to the option proposal for utility costs.

The Board would be interested in your reaction to this modified proposal. This compromise should result in a cost free program and realize quality service for our students at a moderate cost. Your favorable response to this proposal would be most welcome.

Yours truly,

  
Dr. Robert I Boggs  
Superintendent

/js

cc: Dean Edison

# COMMUNITY UNIT SCHOOL DISTRICT No. 5

1800 SIXTH AVENUE  
STERLING, ILLINOIS 61081

INTENDENT

625-3620

July 19, 1974

Item abstracted from Board minutes of July 18, 1974, in regard to the Food Services Program.

Member Wallen made the motion directing Dr. Boggs and Mr. Cripe to return to Sauk Valley College and re-negotiate the proposal, eliminating the following:

Page 1, (?)

Additional receipts in excess of operating costs to be based as a percentage of participation based upon the cost in the food services programs.

Page 1, paragraph 5

The current equipment in the basement of Sauk Valley College is to be furnished as a part of this agreement with it being stipulated that replacement of worn-out equipment and maintenance and custodial services are to be the responsibility of Unit 5.

Page 2, paragraph B (beginning on line 4)

plus an amount of 1/10¢ per meal furnished to Unit District No. 5 that is in excess of 425,000 meals per annum.

Page 2, paragraph 3

The rental agreement guaranteeing \$10,000 to Sauk Valley College has been based upon an estimated 425,000 meals to be furnished Unit 5. Should additional meals be furnished the college is to receive 1¢ per meal for meals furnished Unit District 5 that are in excess of 425,000 meals per year.

and modifying:

The rental agreement guaranteeing \$10,000 to Sauk Valley College.

seconded by Member Koster. Roll call vote: Ayes - Koster, Peugh, Rausa, Rodriguez, Swanson, Wallen and Haak. Nays - 0. Motion carried.



# SAUK VALLEY COLLEGE

*R. R. 1 Dixon, Illinois / 61021 Area 815 288-5511*

## OFFICE OF BUSINESS SERVICES

### FINANCIAL ARRANGEMENTS FOR THE UTILIZATION OF SAUK VALLEY COLLEGE KITCHEN FACILITIES BY UNIT DISTRICT NO. 5

THIS AGREEMENT is in consideration for using approximately 5900 sq. ft. of kitchen facilities and other space at the basement level of the college building. It also anticipates the utilization for Sauk Valley College services of possibly the snack bar facilities on the first floor and the cafeteria facilities on the second floor. The basic agreement is presented as follows:

- Guaranteed payment from Unit 5.
- 3,000 - Current lease agreement between Sauk Valley College and WAVC
- 10,000 - First receipts from the entire operation which are in excess of the operating costs.

In addition to the foregoing the following elements should become a part of the lease agreement.

The vending operation at Sauk Valley College has netted approximately \$8,000 per year. It is recognized that a cafeteria program might not be self-sustaining, but inasmuch as the sales and the costs must be governed as a protective element to our student body, it will be necessary for the college to receive copies of detailed bid documents submitted by each vendor, with these documents to contain the detailed estimates for the food services to be provided Unit 5 as well as the services to be provided Sauk Valley College.

Sauk Valley College is to have the option of controlling the utility cost directly related to the operational equipment. The college will choose between --

- (A) Dividing the cost of the utilities for the kitchen equipment in which case the operational cost is to be borne directly by Unit District No. 5.
- (B) Should Sauk Valley College choose not to divide the utility cost for the operational equipment then the college is to receive a guaranteed amount of \$4200 per year,

This lease agreement is to be reviewed at the end of each operating year in reference to the length and conditions of its agreement as well as specific costs and payments as related to the total food program.

LAW OFFICES

## WARD, WARD, CASTENDYCK, MURRAY &amp; PACE

202 EAST FIFTH STREET, P. O. BOX 400

STERLING, ILLINOIS  
61081

July 16, 1974

AREA CODE 815  
TELEPHONE  
625-8200  
PHILIP H. WARD  
OF COUNSELHENRY M. WARD  
R. W. CASTENDYCK  
PHILIP H. WARD, JR.  
DAVID E. MURRAY  
OLE BLY PACE III  
LAURENCE F. JOHNSON  
VANCE C. GUDMUNDSEN

Mr. William P. Ford  
Executive Director  
Illinois Building Authority  
135 South LaSalle Street  
Chicago, IL 60603

Re: Sauk Valley College  
IBA Project No. 74-97

Dear Mr. Ford:

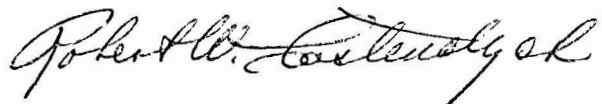
The Board of Sauk Valley College has met with representatives of the Board of Community Unit School District Number 5 concerning the possibility of implementing a hot food program to serve the students and Staff at the College and approximately 2700 elementary students in the Sterling-Rock Falls School Systems. It is contemplated that the College food service facilities would be made available to a food service company on a bid basis and that the company would prepare meals which would be transported to the various schools in the area. Everyone is very enthusiastic about this program.

In addition to providing a needed service on a cooperative basis, the program would provide students with an opportunity to observe and perhaps participate in an actual business situation should an instructional food service course be approved for the College in the future.

We are not sure whether consent for this type of use is required under the terms of our lease with the Building Authority. If you believe it is, please consider this a formal request for such an authorization.

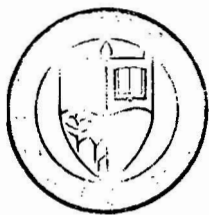
I attempted to reach you by phone this morning but learned you will be out of town until Thursday. As the parties are anxious to proceed as soon as possible, I would greatly appreciate your calling me collect upon receipt of this letter so I can answer any questions you may have and ascertain what, if anything, further may be required. I will look forward to hearing from you and thank you for your consideration and courtesy.

Sincerely yours,



RWC/b

cc: Dr. George Cole, President  
Sauk Valley College  
Dr. Fred Wellman  
Illinois Junior College Board



# SAUK VALLEY COLLEGE

*R. R. 1 Dixon, Illinois / 61021 Area 815 288-5511*

## OFFICE OF BUSINESS SERVICES

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This lease agreement is to be reviewed at the end of each operating year in reference to the length and conditions of its agreement as well as specific costs and payments as related to the total food program.

# COMMUNITY UNIT SCHOOL DISTRICT No. 5

1800 SIXTH AVENUE  
STERLING, ILLINOIS 61081

SS OFFICE

815-626-8050

## FINANCIAL ARRANGEMENTS FOR THE UTILIZATION OF SAUK VALLEY COMMUNITY COLLEGE KITCHEN FACILITIES

Community Unit School District #5 of Whiteside and Lee Counties in conjunction with Rock Falls Elementary School District #13, Whiteside County, offer to enter into agreement with the Sauk Valley Community College for the sole right to utilize kitchen facilities and provide food services for Community Unit School District #5, Rock Falls Elementary District #13 and the Sauk Valley Community College. In consideration for using an approximate 5,905 square feet of kitchen facilities and dry storage facilities on the lower level of Sauk Valley Community College and *and snack bar facilities on the 1st floor* the right to use the cafeteria facilities on the second floor, we agree to the following:

\$10,000 - Guaranteed payment

3,000 - WAVC guarantee

10,000 - 1st \$10,000 receipts in excess of total operating costs.

       % - Additional receipts in excess of total operating costs.

\$13,000 - Guaranteed payment

+10,000 - 1st \$10,000 receipts in excess of total operating costs.

- additional receipts in excess of total operating costs  
(percentage based on percent of participation in existing  
food service programs)

We fully agree that additional meals provided after the original agreement will be renegotiated after the first year. This agreement shall remain in effect for the 1974-75 school year ending June 30, 1975.

J-6

July 17, 1974

TO: President Cole  
Board of Trustees

FROM: Robert Edison *Bob*

RE: BUILDING RENTAL

The Anixter Communications Systems is interested in the rental of additional space from Sauk Valley College to be viewed as an extension of our current lease. Though the possibilities in the ultimate leasing of additional space represents a two-phased suggestion, I would like to indicate that both phases can stand alone and that the current recommendation involves what I shall refer to as Phase I.

The south end of the T-2 building has available 2518 sq. ft of space plus 554 sq. ft. of space currently used by the college for storage. Pending further discussion as to the exact amount I would like to recommend, dependent on their necessity and our storage availability, the rental of either 2518 sq. ft. or 3072 sq. ft. to Anixter Communications Systems, effective at their chosen time but probably as of August 1, 1974.

The utilities for these areas have not been segregated so I would recommend that the lease be made in the amount of \$1.10 per sq. ft. per year if utilities should be divided and billed separately to Anixter. Should Anixter prefer not to divide the utilities services or should such a division not be feasible, I would recommend the rental to Anixter for an amount of \$1.50 per sq. ft. per year.

RE:fsb