

AGENDA

SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING  
Third Floor Conference Room, 3L14  
June 26, 1978 8:00 P.M.

A. Call to Order

B. Roll Call

C. Written communications from visitors

D. Recommended actions:

- 1) Approval of Minutes as submitted
- 2) Approval of Treasurer's Report
- 3) Approval of current bills for payment
- 4) Approval of current Payroll Journal
- 5) Personnel matters:
  - a) Approval of new pay scale for clerical and support staff
  - b) Board approval to fill clerical vacancies
  - c) Administrative salary increases
  - d) Resignation of Harriet Hastings
- 6) Acceptance of low bid for 1978-79 mailers
- 7) Continuation of college attorney and legal services

E. Old business

- 1) Costs on repairing blacktop surfaces
- 2) Anixter Lease

F. New business

- 1) Revised Agreement between SVC and Sterling School of Beauty Culture

G. President's Report:

- 1) Report from Student Trustee
- 2) Minutes of committee meetings
- 3) Summer enrollment report
- 4) Quarterly Affirmative Action Report
- 5) Annual Community Services Report

MINUTES OF THE SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING

June 26, 1978

The Board of Trustees of Sauk Valley College met in regular meeting at 8:00 p.m. on June 26, 1978 in the Board Room of Sauk Valley College, Rural Route #1, Dixon, Illinois.

Call to Order: At 8:00 p.m. Chairman Reigle called the meeting to order and the following members answered roll call:

Ronald Coplan	Lorna Keefer
Oscar Koenig	Juanita Prescott
William Reigle	Molly Bulfer

Absent: Kay Fisher Ann Powers

Communications from Visitors: Chairman Reigle recognized Steve Johnson, President of the Faculty Association. Mr. Johnson spoke in regard to sick leave used by Stuart Keller.

Minutes: It was moved by Member Prescott and seconded by Member Keefer that the Board approve the minutes of the June 12 meeting as presented. Motion voted and carried.

Treasurer's Report: It was moved by Member Coplan and seconded by Member Koenig that the Board approve the Treasurer's Report as presented. Motion voted and carried.

Bills Payable: It was moved by Member Keefer and seconded by Member Prescott that the Board approve the bills in the following amounts:

Educational Fund	\$535,759.10
Building Fund	21,595.34
Bond and Interest #1	35,373.12
Site and Construction	191.00

In a roll call vote, all voted aye. Motion carried.

Payroll: It was moved by Member Keefer and seconded by Member Prescott that the Board approve the May 31 payroll in the amount of \$317,647.51 and the June 15 payroll in the amount of \$50,879.62. In a roll call vote, all voted aye. Motion carried.

Vacancies:

It was moved by Member Keefer and seconded by Member Prescott that the Board approve filling the secretarial vacancies for the Dean of Students, Assistant Dean for Adult and Continuing Education, and the Director of Counseling. In a roll call vote, all voted aye. Motion carried.

It was moved by Member Koenig and seconded by Member Prescott that the Board approve filling the Maintenance Mechanic II vacancy on the Building staff. In a roll call vote, all voted aye. Motion carried.

Pay Raises:

It was moved by Member Prescott and seconded by Member Keefer that the Board approve the attached salary schedule for clerical and maintenance personnel at a 50% funding level as detailed in the attached memorandums. In a roll call vote, all voted aye. Motion carried.

It was moved by Member Coplan and seconded by Member Prescott that the Board approve the attached administrative pay increases, with the exception of Richard Doolen and Harriet Hastings. (Salaries for Doolen and Hastings will be discussed in executive session). In a roll call vote the following was recorded: Ayes Members Coplan, Keefer, Koenig, Prescott, and Reigle. Nays-Member Bulfer. Motion carried.

Member Coplan expressed regret that the administrators could not be compensated adequately, but noted that due to a lack of funds, this was the best the Board could do.

Direct Mail  
Class Schedules:

It was moved by Member Keefer and seconded by Member Koenig that the Board approve the low bid of \$17,990 from B.F. Shaw Printing Company for the printing and direct mailing of five Sauk Valley class schedules for the 1978-79 year, in accordance with the specifications listed on the attached memorandum. In a roll call vote, all voted aye. Motion carried.

Legal Services:

It was moved by Member Prescott and seconded by Member Keefer that the Board continue using the firm of Ward, Ward, Castendyck, Murray and Pace as legal counsel as per the stipulations outlined in the attached letter. In a roll call vote, all voted aye. Motion carried.

Anixter Lease:

Discussion was held on the current lease with Anixter and the Board requested recommendations on this matter at a future meeting.

Other Items: Member Prescott asked if anything further had been done on the insurance consultant and also questioned the status of requests for remodeling in the cafeteria area.

Blacktop Surfacing: Discussion was held on the cost to repair and resurface the blacktop parking lots. It was moved by Member Coplan and seconded by Member Prescott that the Board approve repairing, resurfacing, and patching in an amount not to exceed \$64,800 as outlined in the attached memorandum for Dean Edison. In a roll call vote, all voted aye. Motion carried.

Cosmetology Contract: It was moved by Member Coplan and seconded by Member Keefer that the Board approve the attached revised agreement between Sauk Valley College and the Sterling School of Beauty Culture. In a roll call vote, all voted aye. Motion carried.

President's Report: Molly Bulfer, student representative, reported on a recent ASB meeting at which time the group discussed the possibility of re-evaluating and reorganizing the ASB. The feeling of the members present was that the ASB is not as effective as it could be and more students should be made aware of this organization. They also discussed future programming, budget problems and the annual Pow-Wow Day scheduled for September.

Dr. Cole reported on committee meeting minutes, the quarterly affirmative action report, the annual Community Services report, and the summer enrollment which showed 1,346 students for 4,569 credit hours as compared to last year's summer enrollment of 1,199 for 4,378 credit hours.

Next Meeting: Due to scheduled vacations, it was the consensus of the Board to hold only one meeting in July. This meeting will be held at 8:00 p.m. on July 24, 1978.

Executive Session: At 9:40 p.m. it was moved by Member Coplan and seconded by Member Prescott that the Board adjourn to executive session to discuss personnel matters and collective bargaining. In a roll call vote, all voted aye. Motion carried.

Regular Session: At 10:26 p.m. it was moved by Member Coplan and seconded by Member Koenig that the Board return to regular session. In a roll call vote, all voted aye. Motion carried.

Richard Doolen: It was moved by Member Koenig and seconded by Member Coplan that the Board offer Richard Doolen an eleven-month contract at a salary of \$16,316. In a roll call vote, all voted aye. Motion carried.

Harriet Hastings: It was moved by Member Prescott and seconded by Member Coplan that the Board adopt the attached resolution regarding the honorable dismissal of Harriet Hastings. In a roll call vote, all voted aye. Motion carried.

Adjournment: Since there was no further business, it was moved by Member Koenig and seconded by Member Reigle that the Board adjourn. The next scheduled meeting will be July 24, 1978 at 8:00 p.m. In a roll call vote, all voted aye. Motion carried.

The meeting adjourned at 10:30 p.m.

Respectfully submitted:

*Lorna Keefer*  
\_\_\_\_\_  
Lorna Keefer, Secretary

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE June 21, 1978

## MEMORANDUM

TO: Dr. Cole

FROM: *DF* Don Foster, Chairman Job Classification Committee

RE: Enclosed Data on Implementation of Salary Schedule for Classified Staff at 50 Percent Funding Level.

The enclosed data represents the specific dollar cost to implement the classified personnel salary schedule at the 50 percent level. Dean Edison and his staff have provided the names of each employee, the budgeted salary for Fy 77-78, the Fy 78-79 salary if funded at 50 percent, and the amount of actual raise in pay for Fy 78-79. The actual total cost assuming that all existing vacancies are filled, is listed below:

22,123	Clerical
<u>24,225</u>	Maintenance
<b>TOTAL</b>	<b>46,348</b>

The ranges to be utilized in employing new classified staff members will be worked out if the Board of Trustees approves this proposal at the 50 percent funding level. I have placed the topic of ranges on the agenda for the next Administrative Council meeting. It is important that everyone employing new classified personnel use the same procedure for initial placement--thus, everyone in the Administrative Council should be aware of the placement procedure.

DF/aek

cc: Dean Edison

Enclosure

CLERICAL

NAME	Date of Employment	Grade	Years of Services 7-1-78	78-79 Salary On Schedule	Current Salary	50% of Schedule	Raise
Babel, JoAnn	1-13-68	2	11	8570	7460	8015	555
Baumgart, Virginia	9-19-77	2	2	7613	6552	7083	531
Bertsch, Florence	8-22-66	4	13	10026	9525	9776	251
Burkholder, Adelia	9-22-66	2	13	8570	7837	8204	367
Dysart (Vacancy)	1-5-77	4	2	8903	6900	7902	1002
Geerts, Amy	3-1-78	3	1	7925	6500	7213	713
Griffith (Vacancy)	8-8-77	1	2	7031	6760	6896	136
Harper, Jean	11-28-67	3	12	9256	7211	8234	1023
Hayner, Ardetta	7-16-70/10-29-73						
	9-1-77	3	5	9256	6900	8078	1178
Healy, Mary	5-25-77	2	2	7613	6600	7107	507
Hipple, Joan	7-5-70	2	9	8570	6650	7610	960
Keller, Elizabeth	1-3-78	2	1	7322	5698	6510	812
Linton, Carol	9-5-67	6	12	12334	9925	11130	1205
Merlo, Lena	6-19-67	4	12	10026	8436	9231	795
Myhre, Janet	5-16-74	3	5	9256	6270	7763	1493
Nelson (Vacancy)	9-10-73	3	6	9256	6589	7923	1334
Scribner, Judy	8-18-75	4	4	9631	7500	8566	1066
Scribner (Vacancy)	8-18-75	1	4	7613	5751	6682	931
Seagren, Catherine	5-19-75	4	4	9631	7300	8466	1166
Stoudt, Ardella	2-14-78	1	1	6760	6000	6380	380
Stoudt, Betty	2-13-73	3	6	9256	6456	7856	1400
Stanton (Vacancy)	12-5-77	5	2	9631	9800	9800	-0-
Sword, Shirley	9-1-76	1	3	7322	6400	6861	461
Vinson, Marilyn	11-21-66	4	13	10026	9159	9593	434
Van Dusen, Anita	10-24-77	3	2	8237	6400	7319	919
Wainwright, Kathleen	9-13-76	2	3	7925	6100	7013	913
White, Alice	8-18-69	2	10	8570	7325	7948	623
Vacancy - Gelander		1	1	6760	6250	6505	255
Wiemken, Jane	3-3-78	3	1	7925	6500	7213	713
Overtime - Cole		0		250	250	250	-0-
				<u>251,064</u>	<u>207,004</u>	<u>229,127</u>	<u>22,123</u>
						<u>209,551</u>	

BUILDING

NAME	Date of Employment	Grade	Years of Service 7-1-78	78-79 Salary On Schedule	Current Salary	50% of Schedule	Raise
Billeb, Fred	4-20-70	5	9	16411	13600	15006	1406
Bonner, Dixie	6-9-76	1	3	9006	7405	8206	801
Burke, John W.	6-2-70	1	9	9734	8655	9195	540
Compton, Sandra	2-2-76	1	3	9006	7405	8206	801
Dawson, Patricia	11-3-69	3	10	9256	7500	8378	878
Dexter, L. (Vacancy)	6-13-71	4	8	13853	9905	11879	1974
Frederick, Francis	6-3-68	4	11	13853	11825	12839	1014
Fulfs, F.	6-16-77	3	2	10129	9690	Eliminate	(9690)
Guntle, Gladys	1-19-76	1	3	7322	5850	6586	736
Haas, Henry	6-22-70	4	9	13853	10885	12369	1484
Hayner Henry	7-13-70	4	9	13853	10885	12369	1484
Heitt, Henry	9-14-70	1	3	9006	7405	8206	801
Ishmael, Judith	6-9-76	1	3	9006	7405	8206	801
Lenox, John	8-12-74	1	5	9734	7895	8815	920
Machen, William	11-11-70	2	9	10525	9440	9983	543
Murray, Lee	7-6-70	3	9	11378	9875	10627	752
Point, John	2-1-78	1	1	8320	7100	7710	610
Reyes, Eladio	10-18-71	1	8	9734	9025	9380	355
Scheffler, Gilbert	6-8-70	4	9	13853	10375	12114	1739
Southard, Cloyd	7-6-76	2	3	9734	7400	8567	1167
Thompson, Lee n.	9-15-69	2	10	10525	9440	9983	543
Thompson, Marvin, M.	6-20-77	2	2	9360	7100	8230	1130
Thurston, Dean	9-27-73	1	6	9734	8375	9055	680
Turnroth, Maurice	5-18-71	1	8	9734	9130	9432	302
Walker, Vernon	9-11-72	2	7	10525	9310	9918	608
Weidman, Byron	12-1-69	4	10	13853	11075	12464	1389
Williams, Francis	11-24-70	3	9	11378	9845	10612	767
Wiese		2	10	10525	9400	Eliminate	(9400)
Mayes		3	2	10129	9730	Eliminate	(9730)
	Total 29			313,329	262,930	258,335	24,225 Raise (28,820) Eliminated
Welch, Norman	2-15-73			18,075	17,075	18,075	1,000
				331,404	280,005	276,410	(3,595)

# SAUK VALLEY COLLEGE

195a  
RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE June 21, 1978

## MEMORANDUM

TO: SVC Board of Trustees

FROM: Dr. George E. Cole

### RE: CLERICAL/SUPPORT STAFF PAY RAISES

During the July 1 to June 30 1977-78 fiscal year, 14 clerical persons have left their positions (see attached list). Although individuals have left for a variety of reasons, salary was, in my opinion, the single most significant reason. At the present time, we have five (5) unfilled vacancies within the college. They are:

#### Student Services:

Secretary - Dean of Students  
Secretary - Director of Counseling  
Secretary - Director of Admissions

#### President's Office:

Secretary - President and Assistant  
to the President

#### Information Desk:

(Assistant Deans' Secretary)

I would assign the following priority to these vacancies:

Priority #1 - (Must have immediately) approximate  
salary dollars

Dean of Students -  
Director of Counseling -  
President's Office -

Priority #2 - (need for a smooth running system)  
approximate salary dollars

Director of Admissions -  
Information Desk -

In addition, the Building Staff has three (3) less budgeted positions for the 1978-79 year than we had in the 1977-78 year, and there are two (2) less workers on the Building Staff.

1. Debbie McDonald - workroom
2. Joann Mills - Admissions
3. Jo Ann Levan - Veteran's
4. Data Processing
5. Belinda Lewandaski - Admissions
6. Alice Friedricks - Bunch
7. Barb Graff - President's Office
8. Lee Schrader - Business Office
9. Eleanor Ridenhower - Bunch
10. Marge Nelson - Counseling
11. Teresa Griffith - Registrar's Office
12. Donna Mayberry - Strickland's Office
13. Vicki Dysart - Dean of Students
14. June Stanton - President's Office

# SAUK VALLEY COLLEGE

D5b

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE June 21, 1978

## MEMORANDUM

TO: SVC Board of Trustees

FROM: Dr. George E. Cole

### RE: CLERICAL AND SUPPORT STAFF SALARY INCREASES

The attached analysis, prepared jointly by Don Foster (Chairman of the Job Classification Committee) and Dean Edison details all clerical and support staff by salary and recommended raise.

The total dollar impact of these recommendations on the 1978-79 budget can be summarized as follows:

	<u>1977-78 (Budget)</u>	<u>1978-79 (with raise)</u>
Building Staff	\$280,005	\$276,410
Clerical	<u>207,004</u>	<u>229,127</u>
TOTAL	\$487,009	\$505,537

If we replace all five (5) existing clerical vacancies, the total increase from 1977-78 to 1978-79 would be \$18,528; if we choose not to replace all five (5) of these vacancies, the total increase in cost would be reduced by those positions not replaced.

### Other considerations:

We have decided to replace a vacancy in the Registrar's Office with the secretary to the Director of Admissions. She will bring the duties with her to that office. This leaves a vacancy in the Student Services area - this vacancy could help to strengthen the placement function and Financial Aids area if the Board agrees to fill that vacancy.

It is also my intention to fill the vacancy in the President's Office with Marilyn Vinson. In the past, we have paid her \$1,500 extra per year for performing the duties of Recording Secretary to the Board. I would like to continue this practice - the alternative being to pay her on an overtime basis which would exceed \$1,500.

In summary, we have eliminated three (3) positions on the Building Staff and have five (5) clerical vacancies. Three of these five must be filled immediately and two of them should be filled in the near future, although we can discuss these two if the Board feels it necessary.

# SAUK VALLEY COLLEGE

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RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE June 21, 1978

## MEMORANDUM

TO: SVC Board of Trustees

FROM: Dr. George E. Cole G.E.C.

RE: PROPOSED ADMINISTRATIVE SALARIES

RECOMMENDATION: Board approval of the proposed administrative salary increases as detailed in the attached list. These increases will be effective July 1, 1978.

PROPOSED ADMINISTRATIVE SALARIES

<u>Name and Position</u>	<u>1977-78</u>	<u>1978-79</u>	<u>% of Increase</u>
Barber, James - Assistant Dean of Adult and Continuing Education	\$20,840	\$21,840	4.8
Bunch, Noah - Dean of Arts & Science	26,000	27,000	3.85
Clevenger, Walter - Director of Data Processing	20,700	21,700	4.83
Doolen, Richard - Assistant Director of Data Processing	16,800	<del>16,316</del> 11 months 17,800	5.95 (No)
Edison, Robert - Dean of Business Services	31,200	32,200	3.13
Foster, Don - Assistant Dean of Arts & Science	21,570	22,570	4.64
Gelander, Ralph - Assistant to the President	19,800	20,800	5.05
Hastings, Harriet - Registrar	16,400	<del>17,400</del> (Resign) ←	6.10 (No)
Holtam, Richard - Director of Public Services	18,412	19,412	5.43
Marlier, Ronald - Director of Financial Aids	20,250	21,250	4.94
Pfeifer, Alan - Program Analyzer	11,300	13,300	8.85
Pintozzi, Frank - Assistant Dean of Learning Skills and Resources	19,000	20,000	5.26
Sagmoe, John - Dean of Student Services	24,800	25,800	4.03
Schilling, Ron - Assistant Dean of Business Services	20,500	21,500	4.88
Sequin, Mike - Director of Counseling	19,800	20,800	5.05
Stanley, George - Coordinator of Veteran Affairs	13,800	14,800	7.25
Strickland, James - Assistant Dean of Career Education	19,000	20,000	5.26

<u>Name and Position</u>	<u>1977-78</u>	<u>1978-79</u>	<u>% of Increase</u>
Williams, Ronald - Dean of Career Education	\$25,500	\$26,500	3.92
Kime, Janet - Director of Nursing	<u>19,000</u>	<u>20,000</u>	<u>5.26</u>
<b>TOTAL</b>	<b><u>\$384,102</u></b>	<b><u>\$404,672</u></b>	<b><u>5.21</u></b>

# SAUK VALLEY COLLEGE

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RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE June 20, 1978

## MEMORANDUM

TO: SVC Board of Trustees

FROM: Dr. George E. Cole G. E. C.

RE: APPROVAL OF CONTRACT FOR 1978-79 DIRECT MAIL CLASS SCHEDULES

The attached memorandum from Ralph Gelander is self-explanatory. Each year we bid the total mailer package. The low bid was received from the B. F. Shaw Printing Co., Dixon, in the amount of \$17,990.

RECOMMENDATION: That the Board accept the bid in the amount of \$17,990 from the B. F. Shaw Printing Company for the printing and direct mailing of five SVC class schedules for the 1978-79 year, in accordance with the specifications listed on the attached.

js

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE June 20, 1978

## MEMORANDUM

TO: Dr. George E. Cole, President

FROM: Ralph Gelander *QH*

RE: APPROVAL OF A CONTRACT FOR PRINTING AND DIRECT MAILING  
FIVE 1978-79 COLLEGE CLASS SCHEDULES

Two bids have been received for the printing and direct mailing of five class schedules for the college throughout the 1978-79 year. The five mailers include the following:

- 1) One for each of the regular fall and spring semester class schedules;
- 2) One for each of the Community Services fall and spring semester class schedules; and,
- 3) One combined mailer to include the summer session schedule and the President's Report to the community.

The following bids were received following appropriate legal notice publication in the Dixon Evening Telegraph and the Sterling Daily Gazette:

- 1) A rate of \$3,598 per mailer was received from the B. F. Shaw Printing Company (publishers of the Dixon Evening Telegraph), for a total bid of \$17,990.
- 2) A bid of \$3,769 per mailer was submitted by H. C. Johnson Press, Inc., Rockford, for a total bid of \$18,845.

For the past three years the B. F. Shaw Printing Co. and H. C. Johnson Press, Inc., have been the sole bidders for this contract. In each case, the B. F. Shaw Printing Co. has been the low bidder.

I am attaching copies of each of the two bids submitted as well as copies of the legal notice and the printing specifications which I prepared.

RECOMMENDATION: I recommend approval of the low bid of \$17,990 submitted by the B. F. Shaw Printing Co., Dixon, IL.

RG:js

SAUK VALLEY COLLEGE

Printing Specifications

1978-79 Semester Class Schedules

DESCRIPTION: Five 16-panel folded brochures listing the classes to be offered during the 1978-79 school year.

QUANTITY: Size of each panel:  $3\frac{1}{2}$ " x 22" - Fully opened sheet will be 22" x 28". Total order of 40,000 brochures for each of the five mailers.

NO. OF PAGES: One (1) page with 8 panels on each of two sides. Must bleed all four edges on both sides.

COLORS: Two (2) colors, 2 sides.

PAPER: 50# Offset White.

COMPOSITION: Bidder must do all design, layout, composition and keyline.

PHOTOGRAPHS: Bidder will provide photographic service under direction of the college.

ARTWORK: Will be provided by Sauk Valley College.

HALFTONES: Six (6) square halftones. Quote additional halftones.

PROOFS: Keyline proofs required - final blueline proof.

BINDING: Folded to 7" x  $10\frac{1}{4}$ ".

DELIVERY: Bidder must mail to all occupants in attached zip code area, postage not included, with balance of order to Sauk Valley College, F.O.B.

SCHEDULE: Copy will be submitted to printer 15 working days prior to mailing. Final proof required in 8 working days.

Quotation will be based on 5 separate brochures based on the above specifications. P. O. will be placed for all 5 jobs at once; billing will be done by individual job. The printing contract will cover the school year from July 1, 1978 through June 30, 1979.

Bid Closing Date: Before 10 a.m. June 20, 1978

40,000 \$ 3,598<sup>00</sup> @ per 1,000 \$ 89<sup>95</sup>

Cost per additional halftone

\$ 6<sup>50</sup>

Office of the Assistant to the President

Bid submitted by The B.F. Shaw Printing Co.

113 Peoria Ave.

Dixon, Illinois 61021

284-2222



# H.C. JOHNSON PRESS

INC.

June 9, 1978

Sauk Valley College  
Dixon, IL 61021

Attn: Office of the Assistant to the President

*We are pleased to submit our quotation based on the following specifications;*

DESCRIPTION: 1978-79 Semester Class Schedule

QUANTITY: 40,000 Ea. of 5

SIZE, FLAT: 22 X 28 + Bleed NUMBER OF PAGES: 2(front/back)

PAPER STOCK: BODY, 50# White offset

COVER,

TYPESETTING: We do ART WORK: Provided KEYLINE: and Design-We do

CAMERA WORK: We do negatives including 6 half tones

COLOR SEPARATIONS: N/A

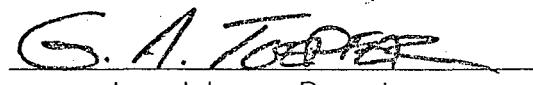
PRESSWORK: 2 colors 2 sides

BINDING: fold to 7" X 10-1/4", Mail to Sauk Valley College  
Dist. \*Postage not included

MISCELLANEOUS: Keyline proofs and blue line of final

DELIVERY: Balance after mailing F.O.B. Dixon, IL

QUOTATION: 40,000 @ \$ 94.23 per M - \$ 3769.00  
Each additional halftone cost \$ 5.00



h. c. Johnson Press inc.

Subject to the Printing Trades Customs printed on reverse side of this sheet, which are hereby mutually understood to be binding on both parties. All taxes additional.

## PRINTING TRADE CUSTOMS

Approved and Adopted by the United Typothetae of America—1922, Reaffirmed as amended by

Printing Industry of America, Inc.—1945—1974

**1 QUOTATION** A quotation not accepted within thirty (30) days is subject to review.

**2 ORDERS** Orders regularly entered, verbal or written, cannot be cancelled except upon terms that will compensate printer against loss.

**3 EXPERIMENTAL WORK** Experimental work performed at customer's request, such as sketches, drawings, composition, plates, presswork and materials will be charged for at current rates and may not be used without consent of the printer.

**4 PREPARATORY WORK** Sketches, copy, dummies and all preparatory work created or furnished by the printer, shall remain his exclusive property and no use of same shall be made, nor any ideas obtained therefrom be used, except upon compensation to be determined by the printer.

**5 CONDITION OF COPY** Estimates for typesetting are based on the receipt of original copy or manuscript, clearly typed, double-spaced on 8½" x 11" uncoated stock, one side only. Condition of copy which deviates from this standard is subject to re-estimating, and pricing review by printer at time of submission of copy, unless otherwise specified in estimate.

**6 PREPARATORY MATERIALS** Art work, type, plates, negatives, positives and other items when supplied by the printer shall remain his exclusive property unless otherwise agreed in writing.

**7 ALTERATIONS** Alterations represent work performed in addition to the original specifications. Such additional work shall be charged at current rates and be supported with documentation upon request.

**8 PROOFS** Proofs shall be submitted with original copy. Corrections are to be made on "master set", returned marked "O.K." or "O.K. with corrections" and signed by customer. If revised proofs are desired, request must be made when proofs are returned. Printer regrets any errors that may occur through production undetected, but cannot be held responsible for errors if the work is printed per customer's O.K. or if changes are communicated verbally. Printer shall not be responsible for errors if the customer has not ordered or has refused to accept proofs or has failed to return proofs with indication of changes or has instructed printer to proceed without submission of proofs.

**9 PRESS PROOFS** Unless specifically provided in printer's quotation, press proofs will be charged for at current rates. An inspection sheet of any form can be submitted for customer approval, at no charge, provided customer is available at the press during the time of makeready. Any changes, corrections or lost press time due to customer's change of mind or delay will be charged for at current rates.

**10 COLOR PROOFING** Because of differences in equipment, paper, inks and other conditions between color proofing and production pressroom operations, a reasonable variation in color between color proofs and the completed job shall constitute acceptable delivery. Special inks and proofing stocks will be forwarded to customer's suppliers upon request at current rates.

**11 OVER RUNS OR UNDER RUNS** Over runs or under runs not to exceed 10% on quantities ordered up to 10,000 copies and/or the percentage agreed upon over or under quantities ordered above 10,000 copies shall constitute acceptable delivery. Printer will bill for actual quantity delivered within this tolerance. If customer requires guaranteed "no less than" delivery, percentage tolerance of overage must be doubled.

**12 CUSTOMER'S PROPERTY** The printer will maintain fire, extended coverage, vandalism, malicious mischief and

sprinkler leakage insurance on all property belonging to the customer, while such property is in the printer's possession; printer's liability for such property shall not exceed the amount recoverable from such insurance.

**13 DELIVERY** Unless otherwise specified, the price quoted is for a single shipment, without storage, F.O.B. local customer's place of business or F.O.B. printer's platform for out-of-town customers. Proposals are based on continuous and uninterrupted delivery of complete order, unless specifications distinctly state otherwise. Charges related to delivery from customer to printer, or from customer's supplier to printer are not included in any quotations unless specified. Special priority pickup or delivery service will be provided at current rates upon customer's request. Materials delivered from customer or his suppliers are verified with delivery ticket as to cartons, packages or items shown only. The accuracy of quantities indicated on such tickets cannot be verified and printer cannot accept liability for shortage based on supplier's tickets. Title for finished work shall pass to the customer upon delivery, to carrier at shipping point or upon mailing of invoice for finished work, whichever occurs first.

**14 PRODUCTION SCHEDULES** Production schedules will be established and adhered to by customer and printer, provided that neither shall incur any liability or penalty for delays due to state of war, riot, civil disorder, fire, strikes, accidents, action of Government or civil authority and acts of God or other causes beyond the control of customer or printer.

**15 CUSTOMER FURNISHED MATERIALS** Paper stock, camera copy, film, color separations and other customer furnished materials shall be manufactured, packed and delivered to printer's specifications. Additional cost due to delays or impaired production caused by specification deficiencies shall be charged to the customer.

**16 TERMS** Payment shall be net cash thirty (30) days from date of invoice unless otherwise provided in writing. Claims for defects, damages or shortages must be made by the customer in writing within a period of thirty (30) days after delivery. Failure to make such claim within the stated period shall constitute irrevocable acceptance and an admission that they fully comply with terms, conditions and specifications. Printer's liability shall be limited to stated selling price of any defective goods, and shall in no event include special or consequential damages, including profits (or profits lost). As security for payment of any sum due or to become due under terms of any Agreement, printer shall have the right, if necessary, to retain possession of and shall have a lien on all customer property in printer's possession including work in process and finished work. The extension of credit or the acceptance of notes, trade acceptances or guarantee of payment shall not affect such security interest and lien.

**17 INDEMNIFICATION** The customer shall indemnify and hold harmless the printer from any and all loss, cost, expense and damages on account of any and all manner of claims, demands, actions and proceedings that may be instituted against the printer on grounds alleging that the said printing violates any copyright or any proprietary right of any person, or, that it contains any matter that is libelous of scurrilous, or invades any person's right to privacy or other personal rights, except to the extent that the printer has contributed to the matter. The customer agrees to, at the customer's own expense, promptly defend and continue the defense of any such claim, demand, action or proceeding that may be brought against the printer, provided that the printer shall promptly notify the customer with respect thereto, and provided further that the printer shall give to the customer such reasonable time as the exigencies of the situation may permit in which to undertake and continue the defense thereof.

June 2, 1978

Sterling Daily Gazette  
312 Second Avenue  
Sterling, Illinois 61081

Dear Sir:

Please publish the following legal notice in your publication on Wednesday, June 7, 1978, and furnish me with a certificate of publication.

The Board of Trustees of Sauk Valley College District No. 506 of Whiteside, Lee, Ogle, Bureau, Carroll and Henry Counties will receive bids for the printing and direct mailing of the college's 1978-79 class schedules. Please request details from Ralph Gelander at Dixon, 288-5511.

These bids should be clearly labeled as to content and may be received in the Office of Ralph Gelander, Sauk Valley College, Rural Route 1, Dixon, IL 61021, on or before 10 a.m., Tuesday, June 20, 1978, at which time bids will be opened.

The Board reserves the right to reject any and all bids.

Sincerely,

Ralph Gelander  
Assistant to the President

RG:js

cc: Robert Edison,  
Dean of Business Services

June 2, 1978

Dixon Evening Telegraph  
113 South Peoria  
Dixon, Illinois 61021

Dear Sir:

Please publish the following legal notice in your publication on Wednesday, June 7, 1978, and furnish me with a certificate of publication.

The Board of Trustees of Sauk Valley College District No. 506 of Whiteside, Lee, Ogle, Bureau, Carroll and Henry Counties will receive bids for the printing and direct mailing of the college's 1978-79 class schedules. Please request details from Ralph Gelander at Dixon, 288-5511.

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The Board reserves the right to reject any and all bids.

Sincerely,

Ralph Gelander  
Assistant to the President

RG:js

cc: Robert Edison,  
Dean of Business Services

SAUK VALLEY COLLEGE

Printing Specifications

1978-79 Semester Class Schedules

DESCRIPTION: Five 16-panel folded brochures listing the classes to be offered during the 1978-79 school year.

QUANTITY: Size of each panel:  $3\frac{1}{2}$ " x 22" - Fully opened sheet will be 22" x 28". Total order of 40,000 brochures for each of the five mailers.

NO. OF PAGES: One (1) page with 8 panels on each of two sides. Must bleed all four edges on both sides.

COLORS: Two (2) colors, 2 sides.

PAPER: 50# Offset White.

COMPOSITION: Bidder must do all design, layout, composition and keyline.

PHOTOGRAPHS: Bidder will provide photographic service under direction of the college.

ARTWORK: Will be provided by Sauk Valley College.

HALFTONES: Six (6) square halftones. Quote additional halftones.

PROOFS: Keyline proofs required - final blueline proof.

BINDING: Folded to 7" x  $10\frac{3}{4}$ ".

DELIVERY: Bidder must mail to all occupants in attached zip code area, postage not included, with balance of order to Sauk Valley College, F.O.B.

SCHEDULE: Copy will be submitted to printer 15 working days prior to mailing. Final proof required in 8 working days.

Quotation will be based on 5 separate brochures based on the above specifications. P. O. will be placed for all 5 jobs at once; billing will be done by individual job. The printing contract will cover the school year from July 1, 1978 through June 30, 1979.

Bid Closing Date: Before 10 a.m. June 20, 1978

40,000 \_\_\_\_\_ @ per 1,000 \_\_\_\_\_

Cost per additional halftone

DT  
RECEIVED JUN 20 1978

LAW OFFICES

WARD, WARD, CASTENDYCK, MURRAY & PACE

HENRY M. WARD  
R. W. CASTENDYCK  
PHILIP H. WARD, JR.  
DAVID E. MURRAY  
OLE BLY PACE III  
LAURENCE F. JOHNSON  
ROBERT E. BRANSON  
MARK E. ZUMDAHL  
RICHARD A. PALMER  
PHILIP H. WARD  
OF COUNSEL

202 EAST FIFTH STREET  
STERLING, ILLINOIS 61081  
TELEPHONE 815-625-8200

335 WASHINGTON STREET  
PROPHETSTOWN, ILLINOIS 61277  
TELEPHONE 815-537-2361

MAILING ADDRESS  
P.O. BOX 400  
STERLING, ILLINOIS 61081

June 19, 1978

PERSONAL

Mr. William E. Reigle  
1128 North Jefferson  
Dixon, IL 61021

Dear Mr. Reigle:

It has been the practice of the Board of Trustees to determine annually whether or not it wishes to have our firm continue representing the College and if so, upon what basis. As you know, I am a candidate for the position of Circuit Judge and if elected, I will be leaving the firm as of the 1st of December. I feel, however, that there are individuals presently in the firm who are well acquainted with the College business as I have conferred with them on a regular basis.

If the Board is interested in continuing its relationship with the firm, we would like to suggest the same annual retainer of \$1,800 payable at the rate of \$150.00 per month, said sum to include attendance at regular Board meetings.

Work in addition to the foregoing would be billed at the rate of \$50.00 per hour for all regular office and phone consultations, general office services, research and the drafting of legal documents, etcetera. Work in connection with trials or hearings before the Board, Arbitrators and in State or Federal courts or before State or Federal Commissions or Hearing Officers, would be charged at the rate of \$60.00 per hour and work at any Appellate level would be on an agreed basis. We would also bill for any out-of-pocket expenses advanced or incurred such as toll calls, filing fees, xerox copies of documents, mileage, and expenses for food and lodging if we are required to provide services outside the District.

The foregoing rates are the same as those charged for the fiscal year which will end June 30, 1978.

Should there be any question with reference to this, please do not hesitate to let us know.

Very truly yours,

WARD WARD CASTENDYCK MURRAY & PACE

By

Robert W. Castendyck

RWC/b

cc: Dr. George E. Cole

June 21, 1978

TO: *Board of Trustees and President Cole*  
 FROM: *Robert Edison* *Brd*  
 RE: Board Meeting, June 26, 1978

At the last Board meeting the Board of Trustees was given data information relative to potential costs involved with the blacktop surfacing on the SVC Campus. These estimated costs were as follows:

	<u>Cracks, Patching, Etc.</u>	<u>Resurface</u>
Anixter Lot	\$ 2,500	\$ 9,000
West Lots (3)	4,000	<sup>14</sup> <del>40</del> ,000
North Lot	<u>4,000</u>	<u>30,000</u>
	<u><u>\$10,500</u></u>	<u><u>\$53,000</u></u>

I have reviewed the properties and I have reviewed the letter submitted by Mr. Wendler with Mr. Wendler and I would make the following recommendations:

1. Repair all cracks and necessary patching prior to resurfacing, at an estimated cost of \$10,500.
2. Resurface the Anixter Lot at an estimated cost of \$9,000.
3. Resurface the north lot at an estimated cost of \$30,000.
4. Do not resurface the three (3) lots at this time but plan to do so within the next year, or two at the most.

Should the foregoing recommendations be accepted it would also involve some advertising costs as well as architectural costs, etc., for inspection and bid documents. Therefore, I would also recommend Board approval to employ Wendler and Associates for the foregoing functions at hourly costs not to exceed \$1300 for the project. Mr. Wendler feels this basis would be adequate for the job to be performed and would certainly be more advantageous to the college than the standard 6% of construction costs which is normal to this type of job operation.

In addition to the recommendations to employ Mr. Wendler and to perform the work as indicated with funds to be derived from the Site & Construction Fund I would also like to indicate that there would be a substantial cost to re-line any resurfaced lots and that this responsibility will be coordinated with this project with funds to be derived from the Restricted Parking Fund.

RE:fsb

# SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

DATE *June 21, 1978*

## MEMORANDUM

TO: *Dr. Cole*

FROM: *Dr. Williams*

Attached you will find the Revised Agreement between Sauk Valley College, and the Sterling School of Beauty Culture.

Following negotiations with representatives from the School of Beauty Culture, this Agreement is now ready to go to the Board of Trustees, for their approval.

There have been no substantive changes.

*1m*  
enc (30 copies)

AGREEMENT  
FOR COSMETOLOGY TRAINING BETWEEN  
COMMUNITY COLLEGE DISTRICT NUMBER 506  
AND  
THE STERLING SCHOOL OF BEAUTY CULTURE, INC.

THIS AGREEMENT, made this 1st day of July, 1978, between this BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NUMBER 506, an Illinois Community College organized and existing under the laws of the State of Illinois (hereinafter referred to as the "District"), with its principal office located at Route 1, Dixon, Illinois and the STERLING SCHOOL OF BEAUTY CULTURE, INC., an Illinois Corporation, which is presently located at 211 East Third Street, Sterling, Illinois, (hereinafter referred to as the "Beauty School").

WHEREAS, the District, wishes to provide cosmetology training for those of its students desiring it, and the Beauty School is licensed by the Illinois Department of Registration and Education to furnish instruction and clinical training to students in cosmetology and is willing to furnish such instruction and clinical training to students of the District enrolled with the Beauty School for the program on a contracted basis for a set fee per student as hereinafter provided.

NOW, THEREFORE, in consideration of the mutual promises of the parties, each bargained for and given in exchange for the other, it is hereby mutually agreed as follows:

1. STUDENT ENROLLMENT. The District may enroll with the Beauty School students who meet R & E requirements and admission standards of the District as prescribed in the current college catalog for instruction and clinical training in cosmetology as set forth herein, the exact number of students not to exceed 90 for any particular school term. The final date for enrollment for any particular term shall be determined by the Beauty School with a schedule agreed upon by the college in conjunction with the Registrar and the Dean of Career Education.

2. INSTRUCTION, RECORDS, ETC. The Beauty School shall provide the necessary instructors who shall be employees of said School and under its complete control and jurisdiction. Said instructor shall not be considered as members of the faculty of Sauk Valley College and shall not be entitled to membership in the Sauk Valley College Faculty Association. The college shall maintain credentials on these faculty members for the purpose of review by accrediting agencies. The Beauty School shall be solely responsible for all Workmen's Compensation Insurance, Unemployment Insurance, and payrolls of persons it hires or uses for instruction of the courses provided for herein. The Beauty School will provide instruction and clinical training to students as prescribed by the Department of Registration and Education of the State of Illinois, the District, and the Illinois Community College Board. The Beauty School shall maintain records of attendance, grades, and hours of instruction and these shall be communicated to the college's registrar office. The normal college admission procedures will require that the college admissions office collect certain documents as specified in the admissions area of the college catalog. The Beauty School shall submit to the District Registrar at the conclusion of each course, evaluation reports of each student by grade. The district shall conduct annual follow-studies of Cosmetology graduates. The overall administrative supervision of the program lies with the college. Representatives of the District may make periodic calls at the Beauty School for the purpose of observing and assessing the progress of the students and the evaluation of the instructional process and make these evaluations known to the director of the Beauty School.

3. COURSES AND FEES. The courses to be offered by the Beauty School shall be designated Cosmetology 101, 102, 103, 104; the content of which courses shall consist of the items contained in the descriptions thereof attached hereto and made a part hereof by reference. The college shall maintain course outlines and revise these as program changes warrant. The District shall collect tuition and pay the Beauty School the following fee for each student enrolled at the mid point in the following courses:

<u>COURSE NAME</u>	<u>CR.HRS.</u>	<u>AMOUNT OF TUITION</u>	<u>FEES</u>
Cosmetology 101*	8	\$211.12	\$128.00
Cosmetology 102	4	105.56	64.00
Cosmetology 103	12	316.66	192.00
Cosmetology 104	12	316.66	192.00
	36	950.00	
		(\$26.39 per cr hr)	\$600.00

\$100 first day of School to SVC

8 payments of \$62.50 for 8 months the first school day of each month

The student will be enrolled in only one (1) course at any period of time. \*The fee for this course includes special supplies, materials, and reference books needed by the student to begin the study of Cosmetology.

4. PAYMENT SCHEDULE. The District agrees to pay the Beauty School the amount specified in accordance with the foregoing schedule per student per course contingent upon the student's good standing and attendance (student must be in attendance) at the established mid-term date based upon the course starting date as determined by the academic calendar of the Beauty School developed in conjunction with the college. Said calendar, shall prevail with reference to the determination of the mid-term date. The invoice shall include the student's name, social security number, starting date and ending date of the course, together with the amount due.

5. CLASSES AND HOURS. The Beauty School is located at 211 East Third Street, Sterling, Illinois. The hours of classes shall be 8:30 A.M. to 5:00 P.M., Tuesday through Friday, 8:00 A.M. to 4:30 P.M. Saturday, except legal holidays. The academic calendar of the Beauty School will be in effect, not the calendar of the District.

6. REGISTRATION AND QUALIFICATION OF STUDENTS. Each student and his/her parent or guardian, if he/she is a minor, shall execute and file a Registration and Matriculation Application with the Beauty School before the beginning date of class for submission to the Department of Registration and Education of the State of Illinois, in addition to regulations of college. The form of Registration and Matriculation Application shall be prescribed by the School and shall show or be accompanied by the following requirements of the Illinois Beauty Culture Act and the Rules and Regulations for the Administration of the Illinois Beauty Culture Act and the Department of Registration and Education before a student may be permitted to attend or participate in Cosmetology training.

- (a) Proof that the student is a graduate of at least the eighth grade or equivalent, provide transcripts of high school course work, marital status must be certified in keeping with Illinois Dept of Registration and Education regulations.
- (b) That the student is a citizen or has filed a Declaration of Intent (as defined in the Beauty Culture Act of 1967, Section 5, Par.F)
- (c) An executed form of the modified Registration contract delivered to the Beauty School.

Students shall also be required to complete registration with the District in accordance with its rules and regulations, as specified in the college catalog.

7. RESPONSIBILITIES OF STUDENTS. In addition to any and all other duties as set forth herein and as required by the rules, regulations and policies of the District, each student shall purchase at his or her own expense and perform the following:

- (a) Supply his or her own white professional uniforms and shoes and transportation to and from the Beauty School and any other supplies and expenses needed.
- (b) Adhere to the rules and regulations of the Beauty School which are attached hereto and made a part hereof by reference, it being understood that the Beauty School shall not be responsible for any acts of the students while not in attendance at the school.

8. PRIVILEGES OF THE BEAUTY SCHOOL. As an independent contractor, it is understood and agreed that the Beauty School, in cooperation with the District, shall have the right to request the withdrawal of any student in keeping with the college's enrollment withdrawal and disciplinary procedures as specified in the college catalog. Any tuition refunds to the students shall be in accordance with the prevailing District policy. Such withdrawal requests should be made to the Dean of Career Education.

It is understood that the District is a public institution and the Beauty School agrees to indemnify and hold harmless the said District, its Board of Trustees and employees from any loss or damage, and any attorneys fees, court costs, and expenses incurred as a result of any claim or wrongful dismissal or any claim of deprivation of any instructional or legal right, regardless of whether such claims are groundless in fact.

*In the event the Beauty School closes or ceases doing business for any reason whatsoever, it shall refund fees to the District, on a pro rata basis, based upon the actual hours of instruction given the students. The Beauty School further agrees to indemnify and hold the District, its Board of Trustees and Staff harmless from any and all expense, claim or loss, including reasonable attorneys' fees, which may result from said closing or cessation of business.*

9. PRIVILEGES OF DISTRICT AND STUDENTS. *The District for an individual student or any individual student shall have the right at his discretion to withdraw from or cancel the cosmetology instruction and clinical training afforded by the Beauty School by forwarding to said School a written notice containing, but not limited to, the reason for the discontinuance or disconnection and the date it is to be effective. In the event of withdrawal or cancellation, the student shall be entitled to a tuition refund in accordance with the then current policy of the District as stated in the District catalog.*

*Should the District cancel its program in cosmetology or not enroll new students, students enrolled in the program will be allowed to finish their education through continued enrollment in the remaining courses at the Beauty School upon payment of the Beauty School's required fees. Time for completion of this sequence cannot exceed three calendar years from the date of enrollment in the first course. Students participating in this program are eligible for all auxiliary services of the college and shall be encouraged in every way to participate in the student activities normally provided for students of other programs.*

10. NO REFUNDS FOR SUPPLIES. There shall be no refunds or credits given by the Beauty School and/or the District for "School Kits" or any other equipment or supplies purchased by the student or District under any circumstances.

11. ADVISORY COMMITTEE. An Advisory Committee shall be formulated to work with the college and the School of Beauty for improvement of the program. This advisory committee shall be representative of the District at large.

12. LIABILITY INSURANCE, ETC. Beauty School shall, during the duration of this agreement, maintain in force comprehensive general liability insurance in companies suitable to and approved by District and naming District as an additional insured, protecting District from any loss, claim or demand which may arise in any manner from the conduct of instruction as provided for herein, including without limitation, any and all liability to third person, students, or agents, or servants of Beauty School for personal injury or property damage. It is understood and agreed that Beauty School shall not be required to insure nor be responsible for any claims or occurrences which may arise off the premises and surroundings of Beauty School, or out of operation of motor vehicle by any student for the purpose of attending instruction at Beauty School. Limits of liability under such policy shall be as follows:

\$100,000.00 for individual  
300,000.00 for accident  
5,000.00 per property damage;  
and excess liability of \$1,000,000.00

13. NOTICES AND DEMANDS. All notices and demands herein shall be in writing. The mailing of notices or any other instrument shall be sufficiently served hereunder if duly sent by registered or certified mail (return receipt requested), addressed to the respective addresses as stated above, subject to the right of any party to designate by notice in writing a new address to which notice must be sent.

14. AMENDMENTS. This agreement may from time to time be altered, amended or cancelled in whole or in part, subject, however, to the express condition precedent that such alteration, amendment or cancellation shall be in writing and signed by the parties; and the same shall not be invalid because of the lack of consideration, but shall have the same force and effect as though originally embodied herein.

15. PRIOR AGREEMENTS, ETC. This agreement supersedes and takes the place of any and all prior agreements, representations and negotiations, and said prior agreements, representations and negotiations are hereby released and terminated.

16. CAPTIONS. The captions at the beginning of each paragraph shall not be construed to limit or restrict the language contained therein; it being the intention of the parties that said captions are employed simply as a convenient index.

17. BENEFIT. This agreement shall be binding upon and shall inure to the benefit of the parties, their successors and assigns. No assignment by the Beauty School shall be made without the prior written agreement of the District.

18. DURATION OF AGREEMENT. This contract between the District and the Beauty School shall be continuous from this date. The duration of this agreement with regard to finances shall be from July 1, 1978, through June 30, 1979. Both the District and the Beauty School shall, however, have the right to terminate this contract upon giving written notice to the other at least ninety (90) days before the date

upon which either District or Beauty School desires to terminate this contract.

Notwithstanding the foregoing, in case of termination as above stated, the Beauty School shall continue its obligation to those students already enrolled, until those students have completed their training and are qualified to take State examinations. The District will pay the Beauty School for such students as hereinbefore provided.

19. ENTIRE AGREEMENT. This agreement contains all of the terms, covenants, and conditions between the parties and no modifications, additions, waivers or alterations shall be binding unless in writing and signed by the party against whom the same is sought to be enforced.

This entire agreement shall be subject to the approval of the District's program in Cosmetology by the Illinois Community College Board, the Illinois Board of Vocational Education and Rehabilitation, the Illinois Board of Higher Education and the Illinois Department of Registration and Education and Beauty School shall at all times comply with applicable law, statutes, and regulations and keep in force required licenses as provided by the Illinois Department of Registration and Education.

*IN WITNESS WHEREOF, the parties have hereunto set their hands and  
seals the day and year first above written.*

*THE STERLING SCHOOL OF BEAUTY  
CULTURE, INC., AN ILLINOIS CORPORATION*

*BY \_\_\_\_\_  
President*

*ATTEST:*

*Secretary*

*(SEAL)*

*BOARD OF TRUSTEES OF  
COMMUNITY COLLEGE DISTRICT NUMBER 506*

*BY \_\_\_\_\_  
President*

*ATTEST:*

*Secretary*

*(SEAL)*

RESOLUTION TERMINATING POSITION OF REGISTRAR  
AND AUTHORIZING EMPLOYMENT THROUGH  
JANUARY 31, 1979

WHEREAS, it was heretofore determined by the Board of Trustees of Sauk Valley College that due to decreasing enrollments and increasing costs, it was necessary to reduce Staff, and

WHEREAS, the Board of Trustees has received a recommendation from DR. GEORGE E. COLE, President of Sauk Valley College that the position of Registrar be abolished,

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Community College District Number 506, Counties of Whiteside, Lee, Ogle, Henry, Bureau and Carroll, State of Illinois, as follows:

1. That the position of Registrar at Sauk Valley College be eliminated as of the 31st day of January, 1979.

2. That the employment of HARRIET HASTINGS, as Registrar, be terminated as of January 31, 1979, and that the Chairman and Secretary of the Board of Trustees be authorized and directed to execute a written Notice of Honorable Dismissal to HARRIET HASTINGS, said termination to be effective as of January 31, 1979.

3. That HARRIET HASTINGS be employed for the seven-month period commencing July 1, 1978 and terminating January 31, 1979, at the sum of \$1,450 per month for a total of \$10,150.00.

4. That DR. GEORGE E. COLE, or his designee, shall personally deliver a copy of the Notice of Dismissal to HARRIET HASTINGS and that he advise her of the basis for the decision to terminate the position and a description of the manner in which the decision was arrived at.

5. That HARRIET HASTINGS be notified that she may appear before the Board of Trustees, if she desires, within sixty days after receipt of the Notice to show why the position should not be eliminated and her employment terminated.

## NOTICE OF HONORABLE DISMISSAL

To: Harriet Hastings  
1812 Avenue E  
Sterling, IL 61081

Pursuant to action taken by the Board of Trustees of Community College District No. 506, Counties of Whiteside, Lee, Ogle, Henry, Bureau and Carroll, State of Illinois, you are hereby advised that the position of Registrar at Sauk Valley College is eliminated as of the 31st day of January, 1979, and that your employment as Registrar is to be terminated as of said date.

The elimination of this position and the termination of your employment are a result of the decision of the Board of Trustees to reduce the number of Staff employed due to decreasing enrollment and increasing costs.

The Board of Trustees voted to employ you for the seven-month period commencing July 1, 1978 and terminating January 31, 1979 at the sum of \$1,450.00 per month for a total of \$10,150.00.

You are further notified that you may appear before the Board of Trustees, if you desire, within sixty days after receipt of this Notice to show why the position should not be eliminated and your employment terminated.

Dated this 27th day of June, 1978.

Very truly yours,

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

By William E. Reegle  
Chairman

By Lorna Keefer  
Secretary

TREASURER'S REPORT

May 31, 1978

EDUCATIONAL FUND

Balance on Hand April 30, 1978 \$ 57,922.57

Receipts:

Taxes	701.60
Charge-Back Revenue	915.53
State Apportionment-Spring	493,377.58
Equalization	7,659.18
H.E.W. Title-II-Library	3,500.00
Veterans Cost of Instruction	16,193.00
Federal Work Study	12,131.40
Spring Tuition	148,344.57
Graduation Fees	168.00
Transcript Fees	108.00
Other Revenue	29.70
Expenditure Credit	1,679.15
Loan from Working Cash	220,281.66
	<u>905,089.37</u>

Total Available \$ 963,011.94

Disbursements:

Expenses for May 293,656.02

Balance on Hand May 31, 1978 \$ 669,355.92

BUILDING FUND

Balance on Hand April 30, 1978 \$ 38,279.08

Receipts:

Taxes	175.46
Misc. Revenue	225.00
Expenditure Credits	24.84
Loan from Educational Fund	50,000.00
	<u>50,425.30</u>

Total Available \$ 88,704.38

Disbursements:

Expenses for May 29,046.01

Balance on Hand May 31, 1978 \$ 59,658.37

SITE AND CONSTRUCTION FUND - Dixon National Bank

Balance on Hand April 30, 1978 \$ 26,520.48

Receipts:

Facilities Revenue	6,737.75	
Interest on Investments	<u>684.41</u>	<u>7,422.16</u>

Total Available \$ 33,942.64

Disbursements:

Expenses for May	<u>1,653.35</u>
------------------	-----------------

Balance on Hand May 31, 1978 \$ 32,289.29

SITE AND CONSTRUCTION FUND - Harris Trust

Balance on Hand April 30, 1978 \$ 6,811.09

Receipts:

-0-

Disbursements:

-0-

Balance on Hand May 31, 1978 \$ 6,811.09

BOND AND INTEREST #1

Balance on Hand April 30, 1978 \$ 1,883.49

Receipts:

Investments	33,000.00	
Taxes	296.66	
Interest on Investments	<u>225.00</u>	<u>33,521.66</u>

Total Available \$ 35,405.15

Disbursements:

-0-

Balance on Hand May 31, 1978 \$ 35,405.15

BOND AND INTEREST #2

Balance on Hand April 30, 1978 \$ 657.09

Receipts:

Taxes	118.35	<u>118.35</u>
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Total Available \$ 775.44

Disbursements:

-0-

Balance on Hand May 31, 1978 \$ 775.44

WORKING CASH FUND

Balance on Hand April 30, 1978	\$ 36,000.54
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Receipts:

Investments	214,803.02
Interest on Investments	<u>11,451.76</u>
	226,254.78

Total Available	\$ 262,255.32
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Disbursements:

Investments	5,973.12
Loan to Educational Fund	<u>220,281.66</u>
	226,254.78

Balance on Hand May 31, 1978	\$ 36,000.54
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FUNDS INVESTED

Certificate of Deposit	S & C	9-28-78	\$ 100,000.00
Certificate of Deposit	Working Cash	7-31-78	194,992.01
Time-Open Deposit	B & I #2		19,529.35
Time-Open Deposit	S & C	5-28-78	100,000.00
Time-Open Deposit	B & I #1		124,288.75
Certificate of Deposit	S & C	11-19-78	50,000.00
Certificate of Deposit	B & I #1		45,000.00
Certificate of Deposit	S & C	8-21-78	371,978.96
Time-Open Deposit	S & C	11-28-78	100,000.00
Certificate of Deposit	Working Cash	6-30-78	<u>261,524.23</u>

TOTAL INVESTED	\$1,367,313.30
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SAUK VALLEY COLLEGE

STUDENT LOAN FUND

Period Ending 5/31/78

B A L A N C E   S H E E T

ASSET:

Cash in Bank #1.....	\$ 160.83
Cash in Bank #2.....	878.32
Notes Receivable #1.....	2,725.00
Notes Receivable #2.....	790.00
	<u>\$4,554.15</u>

LIABILITIES & NET WORTH:

Fund Equity #1.....	\$3,317.94	
Net Loss #1.....	(-432.11).....	\$2,885.83
Fund Equity #2.....	\$2,314.92	
Net Loss #2.....	(-646.60).....	1,668.32
	<u>\$4,554.15</u>	

P R O F I T   A N D   L O S S

INCOME:

Interest Income #1.....	\$ 99.75	
Bad Debts Repaid #1.....	145.00.....	\$ 244.75
Interest Income #2.....	\$ 48.40	
Bad Debts Repaid #2.....	70.00.....	\$ 118.40

EXPENSES:

Bad Debts #1.....	\$ 676.86
Bad Debts #2.....	\$ 765.00
Net Loss #1.....	\$ (-432.11)
Net Loss #2.....	\$ (-646.60)

SAUK VALLEY COLLEGE

E.O.G. WORK STUDY FUNDS

Period Ending 5/31/78

B A L A N C E   S H E E T

Cash on Hand.....	\$ 1,917.79
Workstudy Awards Available from Fed. Gov. 1977-78.....	33,635.00
Workstudy Awards Capital 1977-78.....	\$144,520.00
Workstudy Awards Paid 1977-78.....	108,068.89
E.O.G. Funds Receivable from Fed. Gov. 1977-78.....	6,962.69
Initial E.O.G. Awards Capital 1977-78.....	41,960.00
Initial E.O.G. Awards Paid 1977-78.....	38,893.48
Renewal E.O.G. Awards Capital 1977-78.....	33,615.00
Renewal E.O.G. Awards Paid 1977-78.....	28,671.95
Basic E.O.G. Program Awards Rec. from Fed. Gov. 1977-78.	28,059.31
Basic E.O.G. Program Awards Capital 1977-78.....	227,764.00
Basic E.O.G. Program Awards Paid 1977-78.....	195,643.46
Inactive Federal Grants.....	6,006.43
	<u>\$447,859.00</u>
	<u>\$447,859.00</u>

SAUK VALLEY COLLEGE BOOKSTORE

Period Ending 5/31/78

B A L A N C E S H E E T

ASSETS:

Cash in Bank.....	\$ 45,719.99
Petty Cash.....	500.00
Investments.....	33,087.48
Inventory 6/30/77.....	45,208.24
Accounts Receivable - Educational Fund.....	97.32
	<u>\$124,613.03</u>

LIABILITIES AND NET WORTH:

Accounts Payable - Student Activities Fund.....	\$ 48.00
Fund Equity.....	\$125,982.78
Net Loss.....	(-1,417.75)
	<u>124,565.03</u>
	<u>\$124,613.03</u>

P R O F I T A N D L O S S

INCOME:

Textbook Sales.....	\$151,688.09
Supplies Sales.....	17,247.69
Miscellaneous Sales.....	12,643.32
Paperback Sales.....	4,278.97
Used Books Sales.....	7,210.46
Sales Tax Collected.....	9,199.50
Other Income.....	333.43
Investments Income.....	<u>1,445.37</u>
	\$204,046.83

EXPENSES:

Textbook Purchases.....	\$149,209.19
Supplies Purchases.....	9,122.52
Miscellaneous Purchases.....	8,195.35
Paperback Purchases.....	4,900.69
Used Book Purchases.....	5,360.62
Sales Tax Paid.....	8,833.26
Salaries & Wages.....	12,748.93
Transportation Charges.....	3,559.46
Supplies Expense.....	2,014.05
Travel.....	597.12
Telephone.....	245.77
Dues & Subscriptions.....	135.00
Other Expense.....	512.53
Over & Under.....	<u>30.09</u>
	<u>205,464.58</u>

NET LOSS on a cash basis without regard to inventory  
or Accounts Payable.....

\$(-1,417.75)

RESTRICTED PURPOSES FUND

STATEMENT OF ASSETS AND LIABILITIES

May 31, 1978

<u>ASSETS</u>	<u>REVOLVING AGENCY FUND LIABILITIES</u>	<u>AMOUNT</u>
Cash In Bank \$13,557.71	Student Tuition \$42,992.00	
Petty Cash 275.00	Out-of-District Fees 4,957.26	
Acct's Rec. 94,275.84	Due Educational Fund 2,449.63	
	Due Building Fund 246.36	
	Due Student Loan Fund 374.62	
	Due Bookstore 983.29	
	Tuition Refunds (368.00)	\$51,635.16
<u>RESTRICTED AGENCY FUND LIABILITIES</u>		
Child Care Operations (221.33)		
Parking 12,082.60		
Recreation Room Fund 4,332.73		
Student Locker Fund 193.20		
Land Lab 5,314.80		
Community Services 11,960.17		
Child Care Center (5.61)		
EMTA Grant (1,601.00)		
Photography Supplies 1,539.31		
LPN Supplies 486.67		
Title II Library 1977-78 355.00		
Law Enforcement Grant 1,316.36		
HEW Nurses Grant -0-		
Nursing Capitation 121.05		
Audio Tutorial Materials -0-		
1977-78 Disadvantaged Grant 3,086.51		
1975-76 ICCB Pub. Serv. 309.42		
CETA Public Services (2,125.00)		
Ill. Humanities Grant (323.80)		
Miscellaneous Acc't 459.81		
Student Clubs 2,047.23		
Adult Learning Books 231.96		
Nursing Equip./Found. (974.65)		
		38,584.53
<u>FUND EQUITY</u>		
July 1, 1977 \$29,318.79		
Excess of Expenditures		
over Revenue, as of		
May 31, 1978 11,429.93		17,888.86
<u>TOTAL ASSETS \$108,108.55</u>	<u>TOTAL LIABILITIES &amp; FUND EQUITY</u>	<u>\$108,108.55</u>

RESTRICTED PURPOSES FUND

STATEMENT OF INCOME & EXPENSE

May 31, 1978

<u>Activities</u>	<u>AMOUNT</u>
Comprehensive Fee Income	\$53,741.27
Athletic Income	220.50
Drama Income	678.00
Student Activity Income	3,702.17
Student Newspaper Income	12.48
Film Income	259.00
Cash Over & Under	24.30
Other Income-Student Activity Fund Only	18.00
<b>TOTAL INCOME</b>	<b>\$58,655.22</b>

	<u>Budget</u>	<u>Expense</u>
Athletic Expense	\$19,133.00	\$17,271.19
Cheerleaders & Pom Pom Expense	650.00	639.67
Speech Activities/Reader's Theatre	4,400.00	4,642.90
Drama Expense	2,700.00	2,127.52
Music Expense	3,000.00	2,590.07
Student Activity Expense	16,900.00	15,677.78
Student Newspaper Expense	4,200.00	4,319.71
Associated Student Board	2,500.00	2,382.54
Women's Intercollegiate Activities	10,430.00	9,778.32
Intramurals-Coed	300.00	351.45
SVC Clubs	2,200.00	2,047.90
Contingency Expense/Equipment	1,000.00	8,256.60
Contingencies/Non-Budgeted	-0-	-0-
<b>TOTAL EXPENSE</b>	<b>\$67,413.00</b>	<b>\$70,085.65</b>

Excess of Expenditures  
Over Revenue, as of  
May 31, 1978

\$11,429.93

STUDENT ACTIVITY

Balance on Hand, April 30, 1978	\$143,117.89
May Receipts	70,104.86
May Disbursements	199,665.04
Balance on Hand, May 31, 1978	<u>\$ 13,557.71</u>

CHECK #	NAME	DESCRIPTION	AMOUNT
4044	Massachusetts Institute of Technology-#264 ASB Expense; Lovekin Conference expenses		\$409.00
4045	Dan Aldridge-#360 Misc.; check rec'd 2.00, trans. fee 1.00 check for change 1.00		1.00
4046	Raymond D. French-#254 Wrestling; deductible on wrestling injury		25.00
4047	Nachusa House, Inc.-#264 ASB Expense; Loveking Conference exp.		389.16
4048	Steven Goldman-#264 ASB Expense; Loveking Conference expenses		111.26
4049	Kelly Wirth-#253 Baseball; 230 miles @ .15 to Canton for baseball sectional 4-29-78		34.50
4050	Ron Hartje-#253 Baseball; 230 miles @ .15 and dinner at Kewanee		159.13
4051	Leroy Compton-#253 Baseball; 230 miles @ .15 to Canton for baseball sectional 4-29-78		34.50
4052	Parkway Family Restaurant-#259 Music Expense; lunches for 9		24.99
4053	Claire Holmberg-#266 Women's Intercollegiate Act.; meals/drinks sectional SB tourney teams & bus driver 4-28 & 29-78		54.66
4054	Gibbons Bus Service-#266 Women's Intercollegiate Act.; baseball to Freeport; coach to Galesburg		260.00
4055	Claire Holmberg-#266 Women's Intercollegiate Act; meal for team & bus driver SB game 4-27-78		72.15
4056	Peggy Altman-#266 Women's Intercollegiate Act; officiating softball game 4-25-78		40.00
4057	Kevin Arduini-#266 Women's Intercollegiate Act; officiating softball game 4-25-78		40.00
4058	J. W. Pepper of Detroit-#259 Music; music song kits		41.05
4059	Wiersema Charter Service, Inc.-#259 Music; bus to Morrison H.S.		180.00
4060	University of Missouri-#259 Music; National Choral Symposium, Aug. 7-11-78		140.00
4061	SVC Educational Fund-#335 Community Service; reimbursement for co-ordinators costs		550.00
4062	Gibbons Bus Service-#253 Athletic Expense/Hartje; baseball to Rockford, 3-3-78; Clinton, 4-7-78; Oglesby, 4-13-78		370.00
4063	Sauk Valley College Educational Fund-#315 Due Educational Fund Trial balance, April 30, 1978		1,315.54
4064	Sauk Valley College Building Fund-#316 Due Building Fund; trial balance, April 30, 1978		244.40
4065	Sauk Valley College Student Loan Fund-#318 Due Student Loan; trial balance, April 30, 1978		815.93
4066	Sauk Valley College Bookstore-#319 Due Bookstore; trial balance April 30, 1978; KSB Hospital for Gail Beck		25.00

CHECK #	NAME	DESCRIPTION	AMOUNT
067	Douglas Becknell-#259 Music Expense; 1978 Spring Semester Community Chorus Director		\$ 200.00
068	Peggy Altman-#266 Women's Intercollegiate Act; Officiating softball 5-1-78		20.00
069	Dan Justice-#266 Women's Intercollegiate Act; Officiating softball 5-1-78		20.00
070	Westwood Tennis Club-#251 Athletic Expense/Palumbo; 50 hours @ 4.00; Donation of Peter Dillon		200.00
071	Mra. Robert Collins-#334 Land Lab; May 1, 1978 rental on Ag Land Lab		172.25
072	Mr. C. W. Schuler-#334 Land Lab; May 1, 1978 rental on Ag Land Lab (18 acres)		585.00
073	Bennett Gamel-#259 Music Expense; Driving to Galena-Concert Choir		15.40
074	National Registry of E.M.T.-#360 Miscellaneous; check in exchange for national testing - check issued to SVC in error by Milledgeville Fire Dept.		30.00
075	Pius Burgare-#264 A.S.B.; election judge for runoff election		30.00
076	Ron Hartje-#253 Athletic/Hartje; meals for players after Kiswaukee game 4-3-78		47.50
077	Dan Mabee-#252 Athletic Expense/Mabee; Expenses for State track meet at University of IL 5-5 to 5-6-78		244.91
078	Sauk Valley College Educational Fund-#260 Student Activity Expense, #264 A.S.B., #352 Disadvantaged Grant, #359 Humanities Gr.		34.28
079	Sauk Valley College Educational Fund-#302 Out of District Fees Highland, Spring 1978 - 303.88 & J. Doubler, Summer, 1978 - 111.65		915.53
080	Marco Sports Co.-#266 Women's Intercollegiate Act.; Softball equipment and letters for grads		311.40
081	Economy Trophy Co.-#254 Athletic Expense/Walrath; 2 sports plaques		12.40
082	Illinois Bell Telephone Co.-#252D Disadv. Grant; Service 4-25-78 thru 5-24-78, Rock Falls Center		38.03
083	Wally Anstead-#253 Athletic Expense/Hartje; 10 dozen golf balls		110.00
084	The Kroger Co.-#330 Child Care; Supplies		18.55
085	Reglin Janitorial Service-#352 Disadvantage Grant; Service April 7, 14, 21, 28, 1978		52.00
086	Eric Radio Shack-#258 Drama Expense; Lamp hardware-"The Father"		7.22
087	VOID		
088	Sauk Valley College Payroll Fund-#330 Child Care, #335 Community Service, #352 Disadv. Grant, #354 CETA		2,000.99
089	Kradle's-#258 Drama Expense; Invoice #A125343 20.14, less 10% discount 2.01		18.13
090	Edward Harden-#335 Community Services; refund on CEL 348 NB		16.00
091	Beverly Ohda-#330 Child Care; Film rental		8.50
092	Scenic Bus Co.-#259 Music Expense; Bus trip-choir to Dixon		200.00
093	Greg Wilhelm-#253 Athletic Expense/Hartje; Food for baseball picnic 5-1-78		32.42
094	Ron Hartje-#253 Athletic Expense/Hartje; Food for baseball picnic		79.92
095	Dan Mabee-#252 Athletic Expense/Mabee; Track team banquet 5-9-78		49.65
096	Economy Trophy-#252 Athletic Expense/Mabee; Indoor & outdoor track awards		26.55
097	Ron Hartje-#253 Athletic Expense/Hartje; Meals for players and coach at Moline 5-9-78		26.96

CHECK #	NAME	DESCRIPTION	AMOUNT
4098	Dan Mabee-#252 Athletic Expense/Mabee; meals - state track meet (in addition to previous reimbursement)	\$ 6.28	
4099	Geraghty's Costumes-#258 Drama Expense; rental boot tops - "The Father"	3.00	
4100	K Mark-#258 Drama Expense; nylon rope - "The Father"	9.14	
4101	Leroy Compton-#253 Athletic Expense/Hartje; mileage to Galesburg game	33.45	
4102	Ron Hartje-#253 Athletic Expense/Hartje; mileage & meals for baseball doubleheader at Galesburg	85.43	
4103	Rosemary Smith-#266 Women's Intercollegiate; services for scorekeeper/timer - Intercollegiate baseball	50.00	
4104	Mary Arne-#266 Women's Intercollegiate; officiating at baseball games - scorekeeper/timer	50.00	
4105	Ted Paul-#360 Miscellaneous; check rec'd 48.00; pd. 2 hrs. tuition; check change 16.00	16.00	
4106	Karen Pinter-#103 Acct'ts Rec. - Adult Basic Ed. D-15 Welfare Grant; travel expenses for K. Pinter to Adult Ed. Conf.	22.50	
4107	Dan Mabee-#252 Athletic Expense/Mabee; track team picture	15.60	
4108	NJCAA-#266 Women's Intercollegiate; membership dues 1978-79	174.00	
4109	Shawver Press-#262 Student Newspaper Expense; 1500-4 pg. paper	170.00	
4110	The Daily Gazette-#260 Student Act. Expense; Film Commission ad	11.70	
4111	Alice White-#372 Student Clubs ADN Club; Saturday work on nurses cookbook	91.00	
4112	Merrilee McCue-#372 Student Clubs Music Club; tiered cake for Ruth Hedstrom reception 5/14/78	40.00	
4113	Sandra Druien-#264 A.S.B.; 1 dozen roses - R. Hedstrom 5/14/78	18.90	
4114	Arrowhead Athletic Conference - c/o John McClellan-#251 Athletic Expense/Palumbo; SVC dues for 1978-79	150.00	
4115	Gene Carden-#253 Atgletic Expense/Hartje; phone calls for pro-curring umpires for baseball	21.92	
4116	Illinois Baseball Coaches Assn-c/o Gene Hansen-#253 Athletic Expense/Hartje; tickets for Jr. College Baseball all Star Game	10.00	
4117	Doris J. Topping-#103 Acct's Rec./ISSC; 12 hr. refund Sp. 78	192.00	
4118	Claryce Holmberg-#266 Women's Intercollegiate; luncheon for 60 Awards Luncheon 5/13/78	284.83	
4119	Economy Trophy-#266 Women's Intercollegiate; awards for Inter-collegiate luncheon	57.55	
4120	Economy Trophy-#268 Intramurals - Coed; 7 trophies Co-Ed Intra.	24.00	
4121	Gwen Brachle-#268 Intramurals; scoring-officiating Co-Ed Intra.	15.00	
4122	Tim Granzow-#268 Intramurals; officiating championship game	2.50	
4123	Tom Near-#268 Intramurals; officiating 1 game - Co-Ed Intra.	2.50	
4124	Tom Frost-#268 Women's Intercollegiate Intramurals; officiating 3 games - Co-Ed Intramurals	7.50	
4125	Mike Lewis-#268 Women's Intercollegiate Intramurals; officiating 1 game - Co-Ed Intramurals	2.50	
4126	Tim Aggen-#268 Women's Intercollegiate Intramurals; officiating 1 game - Co-Ed Intramurals	2.50	
4127	Phil Galow-#268 Women's Intercollegiate Intramurals; officiating 1 game .. Co-Ed Intramurals	2.50	
4128	Doug Parker-#268 Women's Intercollegiate Intramurals; officiating 3 games - Co-Ed Intramurals	7.50	
4129	Dora Zaeske, M.D.-#337 EMTA Grant; April 11, 1978 instruction	30.00	

HECKS #	NAME	DESCRIPTION	AMOUNT
130	Wymetta Dixon-#337 EMTA; 3/31/78 instruction	\$ 30.00	
131	Dave Mandrgoc-#337 EMTA; 4/25/78 instruction	30.00	
132	Thomas J. McDonnell, M.D.-#337 EMTA; 4/5/78 instruction	30.00	
133	John J. McDonnell, M.D.-#337 EMTA; 4/3/78 instruction	30.00	
134	Marsha Hoff-#337 EMTA; 3/16/78 instruction	30.00	
135	John Baker-#337 EMTA; 3/9 & 3/14/78 instruction	60.00	
136	Shirley Wernick-#337 EMTA; 3/23/78 instruction	30.00	
137	Carmelo V. Interone-#337 EMTA Grant; 3/7/78 instruction	30.00	
138	Maurene Bruce-#337 EMTA Grant; 3/21/78 instruction	30.00	
139	Edgar R. Picken, M.D.-#337 EMTA Grant; 3/2/78 instruction	30.00	
140	Crown Printing Company-#258 Drama Expense; 100 posters	60.00	
141	National Directory of College Athletics-#251 Athletic Expense Palumbo; 1978-79 Edition of Directory	10.00	
142	NJCAA-#251 Athletic Expense; membership dues for 1978-79	150.00	
143	NJCAA Region IV-Women-c/o Martha Lynn Bolt-#266 Women's Inter-collegiate; membership application	250.00	
144	The Sport Shop-#253 Athletic Expense/Hartje; 1 dozen baseballs	36.00	
145	Carolina Pena-#372 Student Clubs; Latino Day Supplies	55.82	
146	SVC Educational Fund-#350 Vets Cost of Inst; IVCC 1977-78 to close account	16,193.00	
147	SVC Educational Fund-#345 Title 11 Library; to close acc't 1977-78	3,500.00	
148	Tony Herchenbach-#320 Tuition refund; dropped 2 sem hrs. Sum. 78	32.00	
149	Laura Emerick-#320 Tuition Refund; dropped 3 sem. hrs. Sum. 78	48.00	
150	Norman F. Spencer-#334 Land lab; repayment for check written for hauling soybeans	35.00	
151	Gibbons Bus Service-#353 Athletic Expense/Hartje - #.00 women's Intercollegiate; transportation for soft ball and baseball teams	361.00	
152	Claire Buschmann-#264 A.S.B.; ASB Picnic supplies 5/18/78	39.95	
153	SVC Bookstore-#103 Acct's Rec./Bad Debts; books purchased by D. Cramer & Sandra Donovan, now put into bad debts	122.67	
154	Economy Trophy Co.-#264 A.S.B.; 10" gavel engraved	6.75	
155	Patricia Kesselring-#320 Tuition Refund; dropped 3 sem. hrs. Summer 1978	48.00	
156	Illinois State Scholarship Comm.-#103 Acct's Rec./ISSC; Fall 1977 tuition overpaid by ISSC for C. VonHolten	42.00	
157	Frank Brozenec-#320 Tuition Refund; dropped 3 sem. hrs. Summer 78	48.00	
158	Chadband's-#266 Women's intercollegiate; intercollegiate awards	99.00	
159	Karen McKnight-#320 Tuition Refund; refund 1 sem. hr., Summer 78 class cancelled	16.00	
160	Cheryl Binkley-#320 Tuition Refund; refund of 2 sem. hrs. Summer 1978 - originally overpaid	32.00	
161	Colorcraft Corporation-#257 Speech Activities; film & processing	9.98	
162	Kradles-#257 Speech Activities; supplies	12.80	
163	Holiday Inn of Sterling-#257 Speech Activities; lodging for J. Styen & T. Gura	111.65	
164	Servomation Corporation-#257 Speech Activities, #360 Misce dinner 3/31/78	543.40	
165	Servomation Corporation-#360 Miscellaneous; coffee & doughnuts 3/31/78 - Illinois Interpretation Workshop	181.50	
166	SVC Site & Construction Fund-#360 Miscellaneous; rent of basement kitchen facilities by Com. Unit School Dist. #5	1,000.00	
167	Westwood Tennis Club-#251 Athletic Expense/Palumbo; 1 pr. tennis shoes	22.00	

CHECK #	NAME	DESCRIPTION	AMOUNT
4168	Bennet Blackard-#320 Tuition Refund; 1 sem. hr. Summer 78	\$ 16.00	
4169	Buchmeier Motor, Inc.-#264 A.S.B., #298 Equipment; purchase of 1978 Plymouth Voyager Van	7,768.60	
4170	SVC Educational Fund-#301 Student Tuition; Spring 78 tuition	148,344.57	
4171	Emerald Hill-#259 Music Expense; SVC Choir dinner for 25 mem.	96.25	
4172	Beverly Ohda-#330 Child Care; supplies	9.37	
4173	Shawver Press-#262 Student Newspaper Expense; 1500-8 pg. paper	275.00	
4174	Lithocrafters, Inc.-#359 Illinois Humanities Grant; printing & shipping of Lovekin's book	1,513.93	
4175	Karen S. Cook-#320 Tuition Refund; 6 sem. hrs. Summer 78	96.00	
4176	Haskell's-#264 A.S.B.; 4 doz. envelopes	12.00	
4177	Hill-Rom Company, Inc.-#374 Nursing Equipment/Foundation; all electric bed	974.65	
4178	Claire Buschmann-#332 Recreation Room Fund; refund money for gameroom	4.00	
4179	SVC Payroll Fund-#259 Music Expense, #330 Child Care, #334 Land Lab, #335 Community Service, #337 EMTA Grant, #352D Disadv. Grant, #354 CETA	4,687.49	

**SAUK VALLEY COLLEGE**

**APPROVED BY**

William E. Keefer  
**PRESIDENT**

Lorna Keefer

**SECRETARY**  
**DATE**

BILLS PAYABLE

June 26, 1978

EDUCATIONAL FUND

0-000-593	VOID CHECK #2077 written May		\$	-520.00
0-800-530-03	WESTBROOK COLLEGE	Seminar-Hartje	2,168	300.00
0-800-514-03	SELF HELP ENTERPRISES	Comm. Ed. Instr.-Burch	2,169	576.00
0-813-514-02	SAUK VALLEY COLLEGE FOUNDATION	Comm. Ed. Instr.-150.00 (Hall)		
0-813-530-	X X X X	Comm. Ed. Contr-40.00	2,170	190.00
0-418-550	JUDITH BURNHAM	Mileage to Highland C.C.	2,171	224.40
0-418-550	ROBERT CROUSE	" " "	2,172	198.00
0-000-259	SVC BUILDING FUND	Partial Loan Repayment	2,173	50,000.00
0-000-550	ANN KROPP	Travel-Pub. Rela.	2,174	5.55
0-000-549	MRS. SHIRLEY KATNER	Organist-Commencement	2,175	50.00
0-000-549	SYDNEY J. HARRIS	Commencement speaker	2,176	750.00
0-000-544	SVC PAYROLL FUND	5-31-78 Payroll	2,177	312,194.98
0-000-550	Postmaster	Mailing	2,178	604.80
0-000-550	George E. Cole	Travel	2,179	131.35
0-000-259	SVC PAYROLL FUND	6-15-78 Payroll	2,180	49,668.26
0-000-259	SVC BUILDING FUND	Bal. Repay loan	2,181	<u>75,000.00</u>
				\$ 489,353.34

000,545.00	ABRAXAS FILMS	BOOKS	2,182	60.00
300,543.00	ACE HARDWARE	SUPPLIES	2,183	74.58
714,543.00	AGFA GEVAERT REX INC	SUPPLIES	2,184	388.28
000,541.00	A A H E	SUPPLIES	2,185	25.00
418,543.00	AMERICAN BAR ASSN	SUPPLIES	2,186	250.00
712,543.00	AMERICAN JOURNAL OF NURSING	SUBSCR	2,187	12.00
000,545.00	AMERICAN LIBR ASSN	BOOKS	2,188	160.85
000,541.00	AMSTERDAM PRINTING & LITHC	SUPPLIES	2,189	504.44
000,541.00	ARTYPE INC	SUPPLIES	2,190	5.31
000,541.00	ASSOCIATED BAG CO	SUPPLIES	2,191	140.96
400,543.00	ASSOCIATED FILMS INC	SUPPLIES	2,192	57.05
000,541.00	A.S.B.O.	SUPPLIES	2,193	50.00
000,545.00	AUDIO VISUAL NARRATIVE ARTS	BOOKS	2,194	52.50
800,544.00	GLENN BAILEY	REIMB 6 HRS	2,195	147.50
000,545.00	BAKER & TAYLOR CO	BOOKS	2,196	1,088.46
100,543.00	BANKING	SUBSCR	2,197	24.00
813,550.00	JAMES BARBER	TRAVEL 134.82		
000,550.00	X X	36.90	2,198	171.72
418,543.00	BOBBS MERRILL CO	SUPPLIES	2,199	9.40
300,543.00	BOGGITT INDUS SUPPLY	SUPPLIES 450.14		
600,543.00	X X X	115	2,200	451.29
712,550.00	DIANA BOWARD	TRAVEL	2,201	55.00
100,543.00	BUREAU OF BUS PRACTICE	SUPPLIES	2,202	338
000,549.00	BYERS PRINTING CO	ELECTION SUPPLIES	2,203	572.90
300,543.00	CAREER AIDS INC	SUPPLIES	2,204	53.46
000,547.00	CARROLL CO REVIEW	SUBSCR	2,205	10.00
000,575.00	CENTRAL TELEPHONE CO	SERVICE	2,206	1,959.75

.000,541.00	CHANGING TIMES	SUBSCR	2,207	21.00
.811,541.02	CHRONICLE OF HIGHER ED	SUPPLIES 9.95		
.813,543.00	X X X	9.95		
.000,554.00	X X X	61.93	2,208	81.83
.000,550.00	WALTER CLEVINGER	TRAVEL	2,209	5.25
.000,549.00	COLLEGIATE CAP & GOWN CO	COMMENCEMENT	2,210	1,906.90
.000,541.00	COLUMBIA RIBBON & CARBON MFG	SUPPLIES	2,211	347.00
.000,544.01	COMPUTER MICROFILM INTERNL	SUPPLIES	2,212	7.87
.000,541.00	COMPUTER TAPE MART	SUPPLIES	2,213	76.20
.000,545.00	CONCEPT MEDIA	BOOKS	2,214	270.00
.000,541.00	CONSULTING PSYCHOLOGISTS PRESS	SUPPLIES	2,215	99.44
.000,541.00	COPPINS LETTER SHOP	SUPPLIES	2,216	15.00
.000,546.00	CNCCJC	DUES	2,217	25.00
.711,530.00	COULTER ELECTRONICS INC	SERVICE	2,218	37.50
.300,543.00	CRESCENT ELECTRIC SUPPLY	SUPPLIES	2,219	6.98
.200,543.00	CROPS & SOILS MAGAZINE	SUBSCR	2,220	9.00
.418,550.00	ROBERT CROUSE	TRAVEL 47.50		
.420,550.00	X X	4.50	2,221	52.00
.800,544.00	JANET CUNNINGHAM	REIMB 6 HRS	2,222	147.50
.500,530.00	JONN DEVINE	TRAVEL 29.50		
.800,544.00	X X	REIMB 2 HRS 32.00	2,223	61.50
.000,547.00	DIXON EVENING TELEGRAPH	PUB RELA 596.60		
.000,554.00	X X X	POSTAGE 34.80	2,224	631.40
.300,543.00	DIXON GARAGE SUPPLY	SUPPLIES	2,225	29.15
.300,543.00	DOALL ROCKFORD CO	SUPPLIES	2,226	7.53
.800,544.00	RICHARD DOOLEN	REIMB 6 HRS 142.50		
.000,550.00	X X	99.55	2,227	242.05
.400,549.00	ECONOMY TROPHY CO	SUPPLIES	2,228	21.00
.400,543.00	EDC DISTRIBUTION CENTER	SUPPLIES	2,229	25.00
.000,550.00	ROBERT EDISON	TRAVEL	2,230	50.40
.000,541.00	EDUCATIONAL TESTING SERV	SUPPLIES	2,231	5.00
.281,543.00	EDUCULTURE	SUPPLIES	2,232	39.25
.011,7543.00	EMERALD HILL	SUPPLIES 60.00		
.000,556.00	X X	FOUNDATION LUNCHEON 136.80		
.715,543.00	EQUIP MART INC	SUPPLIES	2,233	196.80
.800,544.00	RICHARD FORTNER	REIMB 6 HRS	2,234	20.00
.800,544.00	DONALD FOSTER	REIMB 12 HRS	2,235	147.50
.000,545.00	GALE RESEARCH CO	BOOKS	2,236	94.25
.000,544.01	GAYLORD BROS INC	SUPPLIES	2,237	83.44
.000,550.00	RALPH GELANDER	TRAVEL	2,238	99.50
.281,543.00	THE GED INSTITUTE	SUPPLIES	2,239	67.80
.251,253.00	VINCENT E GILBERT	PIANO TUNING	2,240	71.62
.071,355.00	LEONA GROSSMAN	TRAVEL	2,241	18.00
.400,543.00	GROVE PRESS INC	SUPPLIES	2,242	66.15
.000,545.00	HACKER ART BOOKS	BOOKS	2,243	23.00
.060,055.00	CHARLES HARPER	TRAVEL	2,244	56.72
.000,549.00	HAROLD HARRISON	COMMENCEMENT SOUND SYS	2,245	117.60
.200,053.00	HASKELLS	SERVICE	2,246	140.00
.180,054.00	RUTH HEDSTROM	REIMB 4 HRS	2,247	25.00
.050,055.00	DEBORAH HEFFERIN	TRAVEL	2,248	98.33
.031,655.00	BETTY HIGBY	TRAVEL	2,249	193.20
.011,755.00	RICHARD HOLTMAN	TRAVEL 18.00	2,250	29.00
.031,655.00	X X	21.00	2,251	39.00

6,000.541.00	HOUGHTON MIFFLIN CO	SUPPLIES	2,252	51.01
1,815.543.00	IAEA PACE MEMBERSHIP	DUES	2,253	25.00
1,000.539.00	IBM	SERVICE	2,254	60.79
1,000.562.00	IBM CORP	EQUIP RENTAL	2,255	418.90
1,000.575.00	ILL BELL TELEPHONE CO	SERVICE	2,256	160.23
1,000.545.00	INDIAN HISTORIAN PRESS	BOOKS	2,257	30.24
1,000.545.00	INSTITUTE FOR RESEARCH	BOOKS	2,258	12.30
1,000.549.00	JOSTENS	DIPLOMAS	2,259	591.46
1,200.550.00	KAL LINES OF STERLING	BUS-AG	2,260	54.20
1,000.549.00	KAROUSEL OF MUSIC	ORGAN RENTAL	2,261	85.00
1,712.550.00	JANET KIME	TRAVEL 40.65		
1,800.544.00	X X	REIMB 3 HRS 84.50	2,262	124.55
		VOID CK.	2,263	
1,712.543.00	LITTLE BROWN & CO	SUPPLIES	2,264	11.53
1,000.545.00	LRACCC	BOOK	2,265	20.00
3,000.549.00	MCCASLINS BAKERY	HEALTH PINNING	2,266	67.53
1,418.543.00	MCGRAW HILL BOOK CO	SUPPLIES 4.87		
1,000.545.00	X X X	BOOKS 469.93	2,267	474.80
1,815.543.00	MCGREGOR MAGAZINE AGCY	SUPPLIES	2,268	183.86
1,500.550.00	KEN MCLEAN	TRAVEL		
1,300.543.00	3M COMPANY	SUPPLIES	2,270	20.15
1,600.550.00	JAMES MAJOR	TRAVEL	2,271	42.00
1,000.550.00	RONALD MARLIER	TRAVEL	2,272	45.60
1,713.550.00	JOAN MELVIN	TRAVEL 25.00		
1,800.544.00	X X	REIMS 3 HRS 84.50	2,273	109.50
1,000.530.00	MIDWEST VISUAL EQUIP CO	SERVICE	2,274	33.75
1,000.530.00	ED MUELLER A V	SERVICE 273.16		
1,000.544.02	X X X	SUPPLIES 4.20	2,275	277.30
1,800.542.00	MULTI GRAPHICS DIVISION	SUPPLIES	2,276	90.98
1,000.545.00	MULTI MEDIA PUBL INC	BOOKS	2,277	19.84
3,000.541.00	NASFAA	MEMBERSHIP	2,278	200.00
3,000.541.00	NATL COMPUTER SYSTEMS	SUPPLIES 35.70	2,279	150.70
1,000.530.00	X X X	SERVICE 115.00		
2,000.545.00	NATL GEOGRAPHIC SOCIETY	BOOKS	2,280	6.95
3,000.541.00	NATL MICROFILM LIBRARY	SUPPLIES	2,281	400.00
3,000.562.00	N C R	EQUIP RENTAL	2,282	10.00
1,711.550.00	HAROLD NELSON	TRAVEL	2,283	135.00
2,400.550.00	FRED NESBIT	TRAVEL	2,284	162.56
2,400.543.00	NORTHERN ILL UNIV	SUPPLIES 18.25		
3,500.543.00	X X X	14.45		
2,600.543.00	X X X	15.40		
1,813.543.00	X X X	93.76		
3,712.543.00	NURSING OUTLOOK	SUBSCR	2,285	141.80
1,800.544.00	JOHN OBANIEN	REIMB 6 HRS	2,286	14.00
0,715.550.00	FRANK PALUMBO	TRAVEL	2,287	220.93
0,000.550.00	DUANE PAULSEN	TRAVEL	2,288	22.30
8,000.550.00	CAROLINA PENA	TRAVEL	2,289	15.75
8,000.549.00	PINNEY PRINTING	TRAVEL	2,290	59.85
3,000.547.00	X X	COMMENCEMENT 643.06		
		PUB RELA-CATALOGS 15,179.00		
		2,291	15,822.00	
3,000.547.00	R L POLK & CO	CITY DIRECTORY	2,292	66.00
0,400.543.00	POLYMORPH FILMS INC	FILM	2,293	30.00
8,000.541.00	PRENTICE HALL INC	SUPPLIES	2,294	14.88
1,300.543.00	P & W SUPPLY CO	SUPPLIES	2,295	326.78
1,000.545.00	PYRAMID FILMS	ITEMS	2,296	

711,543.00	REFERENCE LABORATORY	SUPPLIES	2,297	6.50
117,530.00	PEGGY REISDORF	SPEAKER SERVICES	2,298	20.00
200,543.00	ROBERTS FLOWERS & GIFTS	SUPPLIES	2,299	348.10
300,550.00	ROYAL TRAVEL & TOURS	TRAVEL	2,300	122.00
310,543.00	SVC BOOKSTORE	14.75 SUPPLIES		
316,543.00	X X	4.20		
511,543.00	X X	11.18		
712,543.00	X X	2.25		
713,543.00	X X	3.00		
815,543.00	X X	1.98		
800,543.01	X X	.59		
000,541.00	X X	1.18		
000,541.00	X X	5.34		
000,541.00	X X	SUPPLIES	2,301	134.47
300,543.00	SVC BUILDING FUND	SUPPLIES	2,302	2.72
300,530.00	SAW SERVICE SHOP	SERVICE	2,303	13.65
000,543.00	SCHOOL LAW DIGEST	SUBSCR	2,304	45.00
000,545.00	SCIENCE AND MANKIND	BOOK	2,305	31.94
000,550.00	CATHERINE SEAGREN	TRAVEL	2,306	23.10
300,543.00	SEARS RØEBUCK & CO	SUPPLIES	2,307	137.57
800,544.00	MICHAEL SEGUIN	REIMB 3 HRS	2,308	84.50
000,549.00	SERVOMATION CORP	COMMENCEMENT 1257.88		
000,550.00	X X	BUFFET 201.36	2,309	1,459.10
000,547.00	B F SHAW PRINTING CO	PUB RELA 3117.50		
000,544.00	X X X	POSTAGE 745.88	2,310	3,863.38
714,550.00	STAN SHIPPERT	TRAVEL	2,311	232.28
300,543.00	SMITTY'S USED CARS & PARTS	SUPPLIES	2,312	15.00
800,542.00	GLENN SPUTER	SUPPLIES	2,313	146.25
000,545.00	SQUARE DEAL RECORD CO	BOOKS	2,314	142.19
713,550.00	ANN STARZYK	TRAVEL	2,315	40.90
800,542.00	STERLING BUS MACHINES	SUPPLIES 277.60		
000,541.00	X X X	7.25		
000,541.00	X X X	245.84	2,316	530.69
000,544.02	STERLING CAMERA CENTER	SUPPLIES 14.00		
000,547.00	X X X	PUB RELA 107.27	2,317	121.27
310,538.00	STERLING SCHOOL OF BEAUTY	COSMETOLOGY	2,318	1,055.60
300,530.00	SUN ELECTRIC CORP	SERVICE	2,319	37.85
000,545.00	TRAINEX CORP	BOOKS	2,320	12.00
500,550.00	TWIN CITY TRAVEL	TRAVEL-LOVEKIN	2,321	168.00
000,541.00	UARCO INC	SUPPLIES	2,322	144.41
000,545.00	UNIVERSITY BOOK SERV	BOOKS	2,323	53.97
300,543.00	UNIV OF ILLINOIS	SUPPLIES 13.50		
400,543.00	X X	26.05	2,324	39.55
512,543.00	U S EDUC ART MATERIAL DEPOT	SUPPLIES	2,325	87.47
418,543.00	U S IDENTIFICATION MANUAL	SUPPLIES	2,326	50.00
000,545.00	VETERANS INFO SERVICE	BOOK	2,327	4.00
000,550.00	MARILYN VINSON	TRAVEL	2,328	16.00
000,547.00	W I X N	PUB RELA	2,329	103.50
000,547.00	W S D R	PUB RELA	2,330	300.00
000,531.00	WARD WARD CASTENDYCK--	SERVICES	2,331	1,827.10
000,550.00	MACK WARREN	TRAVEL	2,332	35.65
300,543.00	WELDERS SUPPLY CO	SUPPLIES	2,333	171.00
000,545.00	WEST PUBL CO	BOOKS	2,334	205.90
000,541.00	WRIGHT LINE INC	SUPPLIES	2,335	44.95
000,544.03	XEROX CORP	SUPPLIES	2,336	756.55

316,543.00	SVC PETTY CASH	SUPPLIES	6.56	
000,549.00	X X	1.59		2,337 8.15
	SVC IMPREST FUND	MISC EXPENSES		2,338 1,003.69
				<hr/>

	TOTAL BILLS	46,405.76
Cks. #2,163 ~ 2,181 and void #2077		<u>489,353.34</u>
	TOTAL EDUCATIONAL FUND FOR JUNE	\$ 535,759.10

BUILDING FUND

		VOID CK.	
1,000.544.00	ADVANCE PRODUCTS CO	SUPPLIES	5,077
1,000.530.00	AFFILIATED STEAM EQUIP	SERVICE	5,078 43.20
1,000.544.00	AUDIOPHILE COMMUNICATIONS	SUPPLIES	5,079 67.84
1,000.544.00	BOLOTIN INC	SUPPLIES	5,080 58.00
1,000.544.00	J. L. BONNELL & SONS	SUPPLIES	5,081 24.00
1,000.573.00	COMMONWEALTH EDITION	SERVICE	5,082 139.10
1,000.544.00	CRESCENT ELECTRIC	SUPPLIES	5,083 9,169.69
1,000.544.00	W. W. GRAINGER INC	SUPPLIES	5,084 103.20
1,000.550.00	GLADYS GUNTLE	TRAVEL	5,085 32.11
1,000.544.00	HILLS ELECTRIC MOTOR SERV	SUPPLIES	5,086 4.20
1,000.544.00	HONEYWELL INC	SUPPLIES	5,087 42.90
1,000.530.00	I B M	SERVICE	5,088 4.77
1,000.544.00	ILLINOIS LOCK CO	SUPPLIES	5,089 24.84
1,000.544.00	INLANDER STEINLDER PAPER CO	SUPPLIES	5,090 21.86
1,000.544.00	LOHSE AUTOMOTIVE SERVICE	SUPPLIES	5,091 2,178.74
1,000.530.00	DAVID MAYES	SEWAGE TESTING	5,092 22.30
1,000.530.00	MONTGOMERY ELEVATOR CO	SERVICE	5,093 150.00
1,000.544.00	MORGAN LINEN SERVICE	SUPPLIES	5,094 404.44
1,000.571.00	NORTHERN ILL GAS CO	SERVICE	5,095 124.96
1,000.544.00	JOHN A SANDBERG	SUPPLIES	5,096 4,546.44
1,000.587.00	S & G ENTERPRISES	EQUIPMENT	5,097 130.01
1,000.544.00	SVC BOOKSTORE	SUPPLIES	5,098 277.31
1,000.544.00	SVC EDUC FUND	SUPPLIES	5,099 24.20
		SUPPLIES	5,100 13.51
1,000.544.00	SHERWIN WILLIAMS CO	SUPPLIES	5,101 9.98
1,000.544.00	WESTERN AUTO ASSOC	SUPPLIES	5,102 6.75
1,000.544.00	WISCONSIN TURF	SUPPLIES	5,103 14.24
1,000.544.00	SVC IMPREST FUND	MISC EXPENSES	5,104 31.88
1,000.544.00	SVC PETTY CASH FUND	SUPPLIES	5,105 1.42
1,000.544.00	ABILITY SUPPLY CO	SUPPLIES	5,106 22.41
1,000.544.00	BERRY BEARING CO	SUPPLIES	5,107 18.87
1,000.544.00	CARDINAL AUTO PARTS	SUPPLIES	5,108 33.09
1,000.530.00	CONES REPAIR SERVICE	SERVICE	5,109 98.90
1,000.544.00	ENGLEWOOD SUPPLY CO	SUPPLIES	5,110 181.68
1,000.544.00	FAIRFAX HARDWARE	SUPPLIES	5,111 2.60
1,000.544.00	HOME LUMBER	SUPPLIES	5,112 415.92
1,000.544.00	HONEYWELL INC	SUPPLIES	5,113 547.49
1,000.544.00	KRADLES	SUPPLIES	5,114 60.00
1,000.544.00	LEE F S	GAS	5,115 214.10
1,000.544.00	LINCOLN RENTALL & SALES	SUPPLIES	5,116 9.49
1,000.544.00	LINCOLN WAY MATERIALS CO	SUPPLIES	5,117 42.00
1,000.587.00	LYNN PRODUCTS CO	EQUIPMENT	5,118 497.22
1,000.544.00	MARLEY CO	SUPPLIES	5,119 25.96
1,000.544.00	MORGAN LINEN SERVICE	SUPPLIES	5,120 98.38
1,000.544.00	MOTT BROS	SUPPLIES	5,121 329.67
1,000.544.00	OLIN WATER SERVICES	SUPPLIES	5,122 38.36
1,000.544.00	OLLAR HARDWARE	SUPPLIES	5,123 276.00
1,000.530.00	ROCK VALLEY DISPOSAL	SERVICES	5,124 54.00
1,000.544.00	SIMPLEX TIME RECORDER	SUPPLIES	5,125 41.38
1,000.544.00	WASTONE INC	SUPPLIES	5,126 61.41
1,000.544.00	SORENSEN BLDG SERVICES	SUPPLIES	5,127 628.96
1,000.544.00	WISCONSIN TURF EQUIP	SUPPLIES	5,128 23.92
1,000.544.00	CRESCENT ELECTRIC SUPPLY	SUPPLIES	5,129 115.77
1,000.544.00	ABILITY SUPPLY CO	SUPPLIES	5,130 87.58

TOTAL BUILDING FUND FOR JUNE

\$ 21,595.34

BOND AND INTEREST #1

0-000-564	AMERICAN NATIONAL BANK & TRUST CO.	Interest - 35,325.00
0-000-569	X X X X	Fees - 48.12
		1/6 \$35,373.12

TOTAL BOND & INTEREST FUND #1 for JUNE \$35,373.12

SITE AND CONSTRUCTION FUND

000-565	PETERSON DETWEILER & CO.	Treas. Bond	599	\$ 191.00
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TOTAL SITE AND CONSTRUCTION FUND FOR JUNE \$ 191.00

MPREST FUND

JUNE 1978

38-000-550	VOID Check #4258 written April		(10.00)	
70-000-544	Service Transportation Lines	Supplies	4273	19.88
72-000-544	Postmaster	Postage	4274	90.00
40-812-550-01	Julie Menneaga	Travel	4275	9.30
40-400-550	Bio Monitoring Applications	Conf. Fee	4276	95.00
20-000-544-01	Christian Science Monitor	Subscription	4277	33.75
20-000-544-01	Scientific American	Subscription	4278	45.00
31-000-541	I C C T A	Supplies	4279	21.00
38-000-550	University Of Illinois	Conf. Fee	4280	20.00
10-316-543	A.P.N. Club	Supplies	4281	5.00
10-511-530	Randy Burgess	Contractual	4282	81.00
10-813-543	Pantheon	Supplies	4283	3.95
92-000-544	United Parcel Service	Service	4284	2.00
92-000-544	United Parcel Service	Service	4285	2.00
70-000-544	Cleaning Management	Subscription	4286	12.00
10-815-543	Jean Harper	Supplies	4287	9.58
10-316-543	Nat'l Organization Serv. Ed.	Membership	4288	20.00
00-000-442-01	Kathleen Nelson	Refund	4289	7.00
10-800-530-03	Donald Phillip Verene	Expenses	4290	40.94
38-000-541	Walden Book Store	Book	4291	4.95
00-000-442-01	Ruth Wedekind	Refund	4292	7.00
10-117-543	Robert Bates	Supplies	4293	30.41
10-813-543	Pendell Publishing Company	Book	4294	9.50
38-000-550	N.I.F.A.M.	Conf. Fee	4295	150.00
48-000-549	George E. Cole	Commencement	4296	21.00
10-418-543	Superintendent of Documents	Book	4297	9.75
31-000-550	June Stanton	Travel	4298	87.73
72-000-544	Postmaster	Postage	4299	25.00
72-000-544	United Parcel Service	Service	4300	9.45
	VOID		4301	
48-000-549	Jan Kime	Commencement	4302	17.30
48-000-549	Dixie Carmel Corn Shop	Commencement	4303	9.37
0-815-543	Teresa Mueller	Supplies	4304	68.16
0-000-545	Lyle Stuart	Books	4305	20.95
48-000-549	George Cervantes	Commencement	4306	12.80
48-000-549	Cindy Epps	Commencement	4307	19.20
48-000-549	Ligia McLaughlin	Commencement	4308	12.80
48-000-549	Craig Sheffler	Commencement	4309	12.80
				\$1,035.57

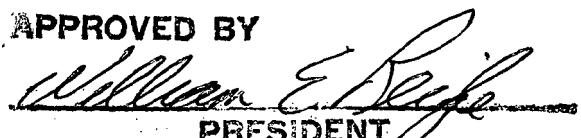
EDUCATIONAL FUND 1,003.69

BUILDING FUND 31.88

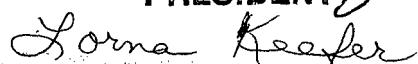
Balance on Hand	1,988.43
Disbursements	1,035.57
Total in Fund	\$3,024.00

BAUK VALLEY COLLEGE

APPROVED BY



PRESIDENT



SECRETARY

DATE

## EDUCATIONAL FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DIV OF BUSINESS SALARIES	127,232.64	127,232.64	94,881.66	32,350.98	127,055.00	177,6428	177,64 CR
DIV OF BUS CONTR SERV	2,823.50	2,823.50	2,823.50	.00	3,600.00	776.50	776.50
DIV OF BUS SUPPLIES	3,222.85	3,222.85	2,786.55	436.30	4,700.00	1,477.15	1,477.15
DIV OF BUS CONF & MEETINGS	1,110.59	1,110.59	1,110.59	.00	1,500.00	389.41	389.41
FOOD SERV CONTR SERV	149.00	149.00	129.00	20.00	350.00	201.00	201.00
FOOD SERV SUPPLIES	387.14	387.14	288.91	98.23	725.00	337.86	337.86
FOOD SERV CONF & MEETINGS	265.96	265.96	247.96	18.00	250.00	15.96 CR	15.96 CR
DIV OF AGRIC SALARIES	17,975.04	17,975.04	12,907.32	5,067.72	17,975.00	.04 CR	.04 CR
DIV OF AGRIC CONTR SERV		.00		.00	200.00	200.00	200.00
DIV OF AGRIC SUPPLIES	1,381.25	1,381.25	1,017.58	363.67	1,570.00	188.75	188.75
DIV OF AGRIC CONF & MEETINGS	283.35	283.35	229.15	54.20	700.00	416.65	416.65
DIV OF INDUS ED SALARIES	—	—	101,325.16	101,325.16	85,846.36	15,478.80	108,825.00
DIV OF INDUS ED CONTR SERV	222.72	222.72	171.22	51.50	1,250.00	1,027.28	1,027.28
DIV OF INDUS ED SUPPLIES	9,612.03	9,612.03	8,508.66	1,103.37	14,193.00	4,580.97	4,580.97
DIV OF INDUS ED CONF & MEETINGS	918.33	918.33	796.33	122.00	1,465.00	546.67	546.67
COSMETOLOGY CONTR SERV	35,662.60	35,662.60	34,607.00	1,055.60	31,008.00	4,654.60 CR	4,654.60 CR
COSMET SUPPLIES	14.75	14.75		14.75	100.00	85.25	85.25
COSMET CONF & MEETINGS	18.30	18.30	18.30	.00	50.00	31.70	31.70
HUMAN SERV ADMIN SALARIES	17,644.91	17,644.91	16,110.57	1,534.34	18,412.00	767.09	767.09
HUMAN SERV CONTR SERV	75.00	75.00	75.00	.00	350.00	275.00	275.00
HUMAN SERV SUPPLIES	899.17	899.17	794.75	104.42	1,200.00	300.83	300.83
HUMAN SERV CONF & MEETINGS	394.57	394.57	344.57	50.00	550.00	155.43	155.43
DIV OF SOC SCI SALARIES	102,499.82	102,499.82	80,904.71	21,595.11	102,500.00	.18	.18
SOC SCI SUPPLIES	1,944.91	1,944.91	1,678.33	266.53	2,172.00	227.09	227.09
SOC SCI CONF & MEETINGS	967.87	967.87	710.31	257.56	1,320.00	352.13	352.13
CRIMINAL JUSTICE ADMIN SALARIES	—	—	18,310.87	18,310.87	17,119.41	1,191.46	19,565.00
CRIM JUS INSTR SALARIES	11,179.35	11,179.35	7,023.10	4,156.25	14,250.00	3,070.65	3,070.65
CRIM JUS CONTR SERV	522.24	522.24	522.24	.00	300.00	222.24 CR	222.24 CR
CRIM JUS SUPPLIES	1,977.10	1,977.10	1,651.47	325.63	2,550.00	572.90	572.90
CRIM JUS CONF & MEETINGS	1,210.94	1,210.94	741.04	469.90	940.00	270.94 CR	270.94 CR
LIBRARY TECH SUPPLIES		.00		.00	250.00	250.00	250.00
DIV OF FIRE SCI CONTR SERV		.00		.00	100.00	100.00	100.00
FIRE SCI SUPPLIES	1,434.41	1,434.41	1,434.41	.00	1,625.00	190.59	190.59
FIRE SCI CONF & MEETINGS	193.50	193.50	189.00	4.50	4,000.00	206.50	206.50

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DIV OF HUMANITIES SALARIES	160525.16	160525.16	131812.37	28712.79	160525.00	.16 CR	.16 CR
HUMAN CONTR SERV	169.95	169.95	169.95	.00	500.00	330.05	330.05
HUMAN SUPPLIES	1,103.26	1,103.26	1,019.77	83.49	2,374.00	1,270.74	1,270.74
HUMAN CONF & MEETINGS	1,560.82	1,560.82	970.32	590.50	1,466.00	94.82 CR	94.82 CR
ART DEPT SALARIES	15,724.92	15,724.92	11,029.11	4,695.81	15,725.00	.08	.08
ART DEPT CONTR SERV	234.00	234.00	153.00	81.00	330.00	96.00	96.00
ART DEPT SUPPLIES	1,420.75	1,420.75	1,418.91	1.84	1,602.00	181.25	181.25
ART DEPT CONF & MEETINGS	109.00	109.00	109.00	.00	109.00	.00	.00
MUSIC DEPT SALARIES	31,674.92	31,674.92	22,735.36	8,939.56	31,675.00	.08	.08
MUSIC DEPT CONTR SERV	616.00	616.00	593.00	18.00	700.00	84.00	84.00
MUSIC DEPT SUPPLIES	1,452.82	1,452.82	1,352.93	99.89	1,584.00	131.18	131.18
MUSIC DEPT CONF & MEETINGS	.00			.00	228.00	228.00	228.00
DIV OF MATH SCI SALARIES	14,234.98	14,234.98	11,823.07	2,411.90	14,235.00	.14	.14
MATH SCI CONTR SERV	10.77	10.77	10.77	.00	700.00	689.23	689.23
MATH SCI SUPPLIES	5,469.61	5,469.61	5,414.35	55.26	8,801.00	3,331.39	3,331.39
MATH SCI CONF & MEETINGS	495.95	495.95	336.35	159.60	1,166.00	670.05	670.05
MED LAB TECH SALARIES	14,895.00	14,895.00	18,215.00	1,680.00	20,850.00	955.00	955.00
MED LAB TECH CONTR SERV	310.75	310.75	273.25	37.50	400.00	89.25	89.25
MED LAB TECH SUPPLIES	5,702.13	5,702.13	5,693.46	8.67	5,691.00	11.13 CR	11.13 CR
MED LAB TECH CONF & MEETINGS	489.50	489.50	354.50	135.00	410.00	79.50 CR	79.50 CR
ADN ADMIN SALARIES	15,454.66	15,454.66	13,871.32	1,583.34	14,000.00	3,545.34	3,545.34
ADN INSTR SALARIES	6,760.93	6,760.93	5,447.13	1,313.85	6,761.00	.07	.07
ADN OFC SALARIES	6,187.00	6,187.00	5,649.00	538.00	6,456.00	269.00	269.00
ADV CONTR SERV	.00			.00	25.00	25.00	25.00
ADV SUPPLIES	1,482.96	1,482.96	1,418.49	64.47	1,480.00	2.96 CR	2.96 CR
ADV CONF & MEETINGS	1,659.14	1,659.14	1,564.09	95.05	1,495.00	164.14 CR	164.14 CR
LPN SALARIES	47,199.28	47,199.28	43,311.73	3,887.50	49,855.00	2,655.72	2,655.72
LPN CONTR SERV	37.39	37.39	37.39	.00	75.00	37.61	37.61
LPN SUPPLIES	1,235.56	1,235.56	1,123.68	111.88	1,590.00	354.44	354.44
LPN CONF & MEETINGS	561.06	561.06	429.01	132.05	740.00	178.94	178.94
RAD TECH SALARIES	15,960.00	15,960.00	14,580.00	1,380.00	16,560.00	600.00	600.00
RAD TECH CONTR SERV	120.00	120.00	120.00	.00	700.00	580.00	580.00
RAD TECH SUPPLIES	2,155.13	2,155.13	1,746.37	408.76	2,785.00	629.87	629.87
RAD TECH CONF & MEETINGS	783.38	783.38	551.10	232.23	1,000.00	216.62	216.62
DIV OF PHYS ED SALARIES	5,485.012	5,485.012	4,290.047	1,194.965	5,485.00	.12 CR	.12 CR
PHYS ED SUPPLIES	2,101.55	2,101.55	2,069.84	31.71	2,172.00	70.45	70.45
PHYS ED CONF & MEETINGS	238.45	238.45	216.15	22.30	602.00	363.55	363.55

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PART TIME OVERLOAD-BUNCH	18321.00	18321.00	5,801.00	12520.00	17,150.00	1,171.00 CR	1,171.00 CR
NIGHT PREMIUMS-BUNCH	500.00	500.00	500.00	.00	500.00 CR	500.00 CR	500.00 CR
PART TIME OVERLOAD-SAGMOE	6,000.00	6,000.00	4,900.00	1,100.00	10,600.00	4,600.00	4,600.00
NIGHT PREMIUMS-SAGMOE	100.00	100.00	100.00	100.00	100.00 CR	100.00 CR	100.00 CR
PART TIME OVERLOAD-WILLIAMS	105,680.04	105,680.04	68,108.50	37,571.54	102,000.00	3,680.04 CR	3,680.04 CR
NIGHT PREMIUMS-WILLIAMS	2,600.00	2,600.00	1,200.00	1,400.00	2,600.00 CR	2,600.00 CR	2,600.00 CR
SUMMER SESSION SALARIES	73,961.67	73,961.67	73,961.67	.00	74,259.00	297.33	297.33
INSTR SECR SALARIES	23,674.39	23,674.39	21,942.31	1,732.08	27,086.00	3,411.61	3,411.61
WORKROOM CONTR SERV	1,078.71	1,078.71	1,078.71	.00	1,100.00	21.29	21.29
UNALLOCATED CONTR SERV	932.04	932.04	932.04	.00	2,000.00	1,067.96	1,067.96
FACULTY IN SERVICE TRAINING	3,204.29	3,204.29	2,863.35	340.94	5,000.00	1,795.71	1,795.71
WORKROOM SUPPLIES	807.62	807.62	441.70	365.92	1,000.00	192.38	192.38
FACULTY OFFICE SUPPLIES	829.92	829.92	752.74	77.18	800.00	29.92 CR	29.92 CR
INSTITUTIONAL COMMITTEES SUPPLIES	296.52	296.52	261.46	35.06	200.00	96.52 CR	96.52 CR
TUITION REIMBURSEMENT	4,233.71	4,233.71	2,949.70	1,284.01	5,500.00	1,266.29	1,266.29
ARTS & SCI DEAN SALARY	24,916.59	24,916.59	22,749.93	2,166.66	26,000.00	1,083.41	1,083.41
ARTS & SCI ASST DEAN	18,838.17	18,838.17	16,968.63	1,869.54	19,773.00	934.83	934.83
ARTS & SCI SECR	7,564.36	7,564.36	6,939.36	625.00	8,056.00	491.64	491.64
ARTS & SCI FED WORK STUDY	16,714.34	16,714.34	14,539.99	2,174.35	22,577.00	5,862.66	5,862.66
ARTS & SCI STATE WORK STUDY	1,202.23	1,202.23	1,202.23	.00	1,202.23 CR	1,202.23 CR	1,202.23 CR
STUDENT TUTORS	2,868.00	2,868.00	2,661.00	207.00	2,500.00	368.00 CR	368.00 CR
ARTS & SCI DEAN SUPPLIES	880.58	880.58	845.30	35.28	900.00	19.42	19.42
ASST DEAN SUPPLIES	435.98	435.98	414.78	21.20	400.00	35.98 CR	35.98 CR
ARTS & SCI DEAN CONF & MEETINGS	91.51	91.51	91.51	.00	720.00	628.49	628.49
ASST DEAN CONF & MEETINGS	840.72	840.72	840.72	.00	360.00	480.72 CR	480.72 CR
CAREER ED DEAN SALARY	24,437.50	24,437.50	22,312.50	2,125.00	25,500.00	1,062.50	1,062.50
ASST DEAN SALARY	18,208.41	18,208.41	16,625.07	1,583.34	19,000.00	791.59	791.59
CAREER ED SECR	8,084.50	8,084.50	7,381.50	703.00	8,436.00	351.50	351.50
CAREER ED FED WORK STUDY	7,823.18	7,823.18	7,128.06	695.12	14,380.00	6,556.82	6,556.82
CAREER ED STATE WORK STUDY	2,720.74	2,720.74	2,720.74	.00	2,720.74 CR	2,720.74 CR	2,720.74 CR
SVC STUDENT EMPLOYEES	5,724.67	5,724.67	5,203.69	520.98	6,371.00	646.33	646.33
CAREER ED DEAN SUPPLIES	1,565.01	1,565.01	1,521.06	43.95	1,500.00	65.01 CR	65.01 CR
ASST DEAN SUPPLIES	451.70	451.70	441.01	10.69	750.00	298.30	298.30
CAREER ED DEAN CONF & MEETINGS	837.95	837.95	828.65	9.30	1,500.00	662.05	662.05
ASST DEAN CONF & MEETINGS	90.90	90.90	90.90	.00	500.00	409.10	409.10
COMMUNITY ED ADMIN SALARIES	14,971.59	14,971.59	18,234.93	1,736.66	20,840.00	868.41	868.41
COMM ED INSTR SALARIES	68,611.00	68,611.00	56,584.00	12,027.00	69,000.00	389.00	389.00

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COMMUNITY SERV COORDINATORS	6,200.00	6,200.00	3,925.00	2,275.00	6,500.00	300.00	300.00
COMM ED SECR	8,777.26	8,777.26	8,014.02	763.24	9,159.00	381.74	381.74
COMM ED CONTR SERV	1,462.86	1,462.86	1,422.86	40.00	3,000.00	1,537.14	1,537.14
COMM ED SUPPLIES	2,089.89	2,089.89	1,892.20	197.69	2,329.00	239.11	239.11
COMM ED CONF & MEETINGS	1,576.37	1,576.37	1,441.55	134.82	1,800.00	223.63	223.63
ACADEM SKILLS SALARIES	37,737.99	37,737.99	28,348.86	9,389.13	37,738.00	.01	.01
ACADEM SKILLS FED WORK STUDY	2,911.77	2,911.77	2,644.11	267.66	2,700.00	211.77 CR	211.77 CR
ACADEM SKILLS STATE WORK STUDY	218.21	218.21	218.21	.00		218.21 CR	218.21 CR
ACADEM SKILLS CONTR SERV	69.75	69.75	69.75	.00			
DISADV GRANT	7,000.00	7,000.00	7,000.00	.00	7,000.00	.00	.00
ACADEM SKILLS SUPPLIES	2,391.00	2,391.00	1,982.47	408.53	3,000.00	609.00	609.00
ACADEM SKILLS CONF & MEETINGS	229.22	229.22	229.22	.00	300.00	70.78	70.78
LRC ADMIN SALARIES	18,208.41	18,208.41	16,625.07	1,583.34	19,000.00	791.59	791.59
LRC PROF SALARIES	44,849.92	44,849.92	32,191.61	1,265.83	44,850.00	.08	.08
LRC SECR SALARIES	14,996.99	14,996.99	18,234.65	1,762.34	21,148.00	1,151.01	1,151.01
LRC FED WORK STUDY	7,644.12	7,644.12	6,747.73	896.39	4,800.00	2,155.88	2,155.88
LRC STATE WORK STUDY	918.93	918.93	918.93	.00		918.93 CR	918.93 CR
LRC CONTR SERV	2,925.34	2,925.34	2,618.49	306.85	3,500.00	574.66	574.66
LIBRARY SUPPLIES	6,802.96	6,802.96	6,608.50	194.46	8,300.00	1,497.04	1,497.04
A V SUPPLIES	5,595.64	5,595.64	5,613.03	17.39 CR	6,400.00	804.36	804.36
XEROX SUPPLIES	2,320.09	2,320.09 CR	1,874.43	445.66 CR	2,000.00	4,320.09	4,320.09
LIBRARY BOOKS	22,063.11	22,063.11	18,933.82	3,129.29	25,000.00	2,936.89	2,936.89
LRC CONF & MEETINGS	451.33	451.33	435.58	15.75	600.00	148.67	148.67
ADM & REC PROF SALARIES	35,650.00	35,650.00	32,550.00	3,100.00	37,200.00	1,550.00	1,550.00
ADM & REC SECR SALARIES	30,174.24	30,174.24	27,636.42	2,537.82	26,678.00	3,496.24 CR	3,496.24 CR
ADM & REC FED WORK STUDY	4,929.94	4,929.94	4,678.19	251.75	4,500.00	429.94 CR	429.94 CR
ADM & REC CONTR SERV	493.60	493.60	493.60	.00	390.00	103.60 CR	103.60 CR
ADM & REC SUPPLIES	3,444.64	3,444.64	3,324.15	120.49	4,800.00	1,355.36	1,355.36
ADM & REC CONF & MEETINGS	.00	.00	.00	.00	500.00	500.00	500.00
COUNSELING SALARIES	76,140.64	76,140.64	64,750.37	6,390.27	80,550.00	4,409.36	4,409.36
COUNSELING SECR SALARIES	6,115.72	6,115.72	5,717.55	398.17	6,589.00	473.28	473.28
HEALTH SERV SUPPLIES	25.95	25.95	25.95	.00	300.00	274.05	274.05
FIN AIDS PROF SALARIES	19,406.25	19,406.25	17,718.75	1,687.50	20,250.00	843.75	843.75
FIN AIDS SECR SALARIES	6,398.32	6,398.32	5,695.61	702.71	6,270.00	1,283.2 CR	1,283.2 CR
STUDENT SERV ADMIN SALARIES	23,766.59	23,766.59	21,699.93	2,066.66	24,800.00	1,033.41	1,033.41
STUDENT SERV SECR SALARIES	6,383.10	6,383.10	6,010.94	372.16	6,900.00	516.90	516.90

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STUDENT SERV FED WORK STUDY	31,884.30	31,884.30	28,446.64	3,437.66	46,035.00	14,150.70	14,150.70
STUDENT SERV STATE WORK STUDY	7,012.96	7,012.96	7,012.96	.00	7,012.96 CR	7,012.96 CR	
COACHING SALARIES	9,000.00	9,000.00	6,300.00	2,700.00	9,300.00	300.00	300.00
STUDENT SERV CONTR SERV	136.00	136.00	136.00	.00	300.00	164.00	164.00
STUDENT SERV SUPPLIES	7,720.77	7,720.77	6,086.19	1,634.58	9,000.00	1,279.23	1,279.23
STUDENT RECRUITMENT	899.00	899.00	899.00	.00	2,000.00	1,101.00	1,101.00
COMMENCEMENT	6,212.66	6,212.66	594.70	5,617.96	4,000.00	2,212.66 CR	2,212.66 CR
STUDENT SERV CONF & MEETINGS	3,527.93	3,527.93	3,025.53	502.40	4,300.00	772.07	772.07
VETERANS GRANT PROF SALARIES	13,225.00	13,225.00	12,075.00	1,150.00	13,800.00	575.00	575.00
VETERANS GRANT SECR	5,015.94	5,015.94	4,540.94	475.00	5,698.00	682.06	682.06
VETERANS GRANT SUPPLIES	1,334.49	1,334.49	1,327.89	6.60	2,500.00	1,165.51	1,165.51
VETERANS GRANT CONF & MEETINGS	576.88	576.88	576.88	.00	1,200.00	623.12	623.12
PUB SERV SALARIES	.00	.00	.00	.00	3,500.00	3,500.00	3,500.00
PUB SERV CONTR SERV	.00	.00	.00	.00	500.00	500.00	500.00
PUB SERV SUPPLIES	.00	.00	.00	.00	500.00	500.00	500.00
SERVICE STAFF SALARIES	247,822.31	247,822.31	226,692.12	21,130.19	279,150.00	31,327.69	31,327.69
MAINT FED WORK STUDY BOYS	41,722.42	41,722.42	39,026.94	2,695.48	76,933.00	35,210.58	35,210.58
MATRONS FED WORK STUDY	10,375.02	10,375.02	9,634.42	740.60	10,375.02 CR	10,375.02 CR	
MAINT STATE WORK STUDY BOYS	1,314.04	1,314.04	1,314.04	.00	1,314.04 CR	1,314.04 CR	
MATRONS STATE WORK STUDY	597.29	597.29	597.29	.00	597.29 CR	597.29 CR	
TELEPHONE	20,390.02	20,390.02	18,636.03	1,753.99	22,800.00	2,409.98	2,409.98
PRESIDENTS SALARY	33,541.59	33,541.59	30,624.93	2,916.66	35,000.00	1,458.41	1,458.41
PRES SECR SALARY	8,989.47	8,989.47	8,172.81	816.66	10,250.00	1,260.53	1,260.53
PRES OFC FED WORK STUDY	1,807.09	1,807.09	1,557.93	249.11	2,465.00	657.91	657.91
PRES OFC CONTR SERV	.00	.00	.00	.00	100.00	100.00	100.00
PRES OFC SUPPLIES	2,383.13	2,388.13	2,096.52	291.61	3,000.00	611.87	611.87
PRES OFC CONF & MEETINGS	1,968.53	1,968.53	1,716.60	251.98	2,300.00	331.42	331.42
SPECIAL AFFAIRS	1,150.15	1,150.15	1,013.35	136.80	1,500.00	349.85	349.85
BUS OFC ADMIN SALARIES	29,900.00	29,900.00	27,300.00	2,600.00	31,200.00	1,300.00	1,300.00
BUS OFC PROF SALARIES	19,645.91	19,645.91	17,937.57	1,708.34	20,500.00	854.09	854.09
BUS OFC SECR SALARIES	40,547.73	40,547.78	36,922.17	3,625.61	47,525.00	6,977.22	6,977.22
BUS OFC FED WORK STUDY	5,300.44	5,300.44	4,757.17	543.27	9,900.00	4,599.56	4,599.56
BUS OFC STATE WORK STUDY	258.50	258.50	258.50	.00	258.50 CR	258.50 CR	
BUS OFC CONTR SERV	2,343.46	2,343.46	2,343.46	.00	2,200.00	143.46 CR	143.46 CR
BUS OFC SUPPLIES	2,763.60 CR	2,263.60 CR	1,799.62 CR	463.98 CR	8,000.00	10,263.60	10,263.60
BUS OFC CONF & MEETINGS	1,967.19	1,967.19	1,893.69	73.50	2,000.00	32.81	32.81

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
PUB RELA SALARIES	18.975.00	18.975.00	17.325.00	1.650.00	19.800.00	825.00	825.00
PUB RELA SEC R SALARIES	2239.39	2,239.39	1,948.99	290.40	6,250.00	4,010.61	4,010.61
PUB RELA ADS AND SUPPLIES	42593.29	42,598.29	22,994.55	14,603.74	43,000.00	401.71	401.71
PUB RELA CONF & MEETINGS	275.05	275.05	201.70	73.35	750.00	474.95	474.95
AUDITING & LEGAL	12429.83	12,429.83	10,602.73	1,827.10	13,000.00	570.17	570.17
ELECTIONS & OTHER	2,857.27	2,857.27	2,246.93	610.34	2,750.00	107.27 CR	107.27 CR
BOARD CONF & MEETINGS	1,825.62	1,825.62	1,865.62	60.00 CR	2,000.00	174.38	174.38
INSTITUTIONAL SEC R	6,372.84	6,372.84	5,818.68	554.16	6,650.00	277.16	277.16
GROUP HEALTH & LIFE INS	116,766.43	116,766.43	117,071.77	305.34 CR	113,200.00	3,566.43 CR	3,566.43 CR
UNEMPLOYMENT COMPENSATION	6,356.94	6,356.94	6,356.94	.00	11,500.00	5,143.06	5,143.06
UNALLOCATED INSTITU CONTR SERV	1,723.75	1,723.75	1,637.96	85.79	2,100.00	376.25	376.25
FACULTY ASSN SUPPLIES	120.50	120.50	78.82	41.68	200.00	79.50	79.50
POSTAGE	21,038.07	21,038.07	19,524.14	1,513.93	25,080.00	4,041.93	4,041.93
PUBLICATIONS & DUES	1,365.00	1,365.00	1,340.00	25.00	6,200.00	4,835.00	4,835.00
ADVERTISING	143.76	143.76	143.76	.00	500.00	356.24	356.24
RECRUITMENT	1,874.99	1,874.99	1,813.06	61.93	2,000.00	125.01	125.01
GENERAL INSURANCE	28,532.20	28,532.20	28,551.01	18.81 CR	32,000.00	3,467.80	3,467.80
CAPITAL OUTLAY	12,297.80	12,297.80	12,297.80	.00	29,811.00	17,513.20	17,513.20
STATE VOC EQUIPMENT	8,284.23	8,284.23	8,284.23	.00	8,284.23 CR	8,284.23 CR	
TUITION CHARGE BACK	22811.15	22811.15	23,331.15	520.00 CR	20,000.00	2,811.15 CR	2,811.15 CR
INSTITUTIONAL SUPPLIES RES.	142.86	142.86	142.86	.00	606.00	463.14	463.14
INSTITU RES CONF & MEETINGS	.00		.00	.00	500.00	500.00	500.00
DATA PROC P00F SALARIES	46,766.59	46,766.59	42,699.93	4,066.66	48,800.00	2033.41	2,033.41
DATA PROC NON ACADEM SALARIES	5,969.64	5,969.64	5,436.30	533.34	6,400.00	430.36	430.36
DATA PROC FED WORK STUDY	2,622.33	2,622.33	2,424.90	197.43	3,800.00	1,177.67	1,177.67
DATA PROC STATE WORK STUDY	575.41	575.41	575.41	.00		575.41 CR	575.41 CR
DATA PROC CONTR SERV	8,376.60	8,376.60	8,261.60	115.00	9,216.00	839.40	839.40
DATA PROC SUPPLIES	3,638.86	3,638.86	3,568.98	69.88	3,894.00	255.14	255.14
DATA PROC CONF & MEETINGS	703.00	703.00	598.20	104.80	1,000.00	297.00	297.00
DATA PROC EQUIP RENTAL	32,811.30	32,811.30	32,382.40	428.90	38,892.00	6,080.70	6,080.70
AFFIRM ACTION CONTR SERV	.00		.00	.00	250.00	250.00	250.00
AFFIRM ACTION SUPPLIES	224.55	224.55	154.36	70.19	400.00	175.45	175.45
AFFIRM ACTION CONF & MEETINGS	1,000.62	1,000.62	1,000.62	.00	1,000.00	.62 CR	.62 CR
CONTINGENCIES			.00	.00	34,692.00 □	34,692.00 CR	34,692.00 CR

2.922671.75 T 2.922671.75 T 2.513605.80 T 409.065.95 T 3.110.603.00 T 187,931.25 T 187,931.25 T

BUILDING FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
BLDG & MAINT SUPPLIES	34,971.64	34,971.64	33,666.02	6,305.62	55,000.00	15,028.36	15,028.36
MAINT CONF & MEETINGS	329.80	329.80	325.60	4.20	1,000.00	670.20	670.20
SERVICE EQUIPMENT	5,207.78	5,207.78	4,433.25	774.53	11,200.00	5,992.22	5,992.22
MAINT CONTR SERV	17,048.38	17,048.38	16,248.36	800.02	26,600.00	9,551.62	9,551.62
GAS	75,205.81	75,205.81	70,659.37	4,546.44	94,800.00	24,594.19	24,594.19
ELECTRICITY	86,589.23	86,589.23	77,419.54	9,169.69	116,000.00	29,410.77	29,410.77
RENTAL	356.00	356.00	356.00	.00	1,000.00	644.00	644.00
CONTINGENCIES				.00	13,800.00	13,800.00	13,800.00

224,708.64T 224,708.64T 203,108.14T 21,600.50T 324,400.00T 99,691.36T 99,691.36T

SITE AND CONSTRUCTION FUND

SITE IMPROVEMENT		.00		.00	50,000.00	50,000.00	50,000.00
GENERAL INSURANCE	191.00	191.00		191.00	191.00 CR	191.00 CR	
NEW BUILDINGS & ADDITIONS		.00		.00	45,000.00	45,000.00	45,000.00
BLDG IMPROVEMENTS	2,792.81	2,792.81	247.50	2,545.31	5,000.00	2,207.19	2,207.19
OFFICE EQUIPMENT		.00		.00	10,000.00	10,000.00	10,000.00
INSTR EQUIPMENT		.00		.00	10,000.00	10,000.00	10,000.00
SERVICE EQUIPMENT		.00		.00	10,000.00	10,000.00	10,000.00
OTHER CAPITAL OUTLAY	38.44	38.44	38.44	.00	20,000.00	14,961.56	14,961.56

3,022.25T 3,022.25T 285.94T 2,736.31T 150,000.00T 146,977.75T 146,977.75T

BOND AND INTEREST #1

DEBT PRINCIPAL RETIREMENT	225,000.00	225,000.00	225,000.00	.00	225,000.00	.00	.00
INTEREST	74,700.00	74,700.00	34,375.00	35,325.00	74,700.00	.00	.00
OTHER FIXED CHARGES	191.87	191.87	143.75	48.12	500.00	308.13	308.13

299,891.87T 299,891.87T 264,518.75T 35,373.12T 300,200.00T 308.13T 308.13T

BOND AND INTEREST #2

Account	Total	Prev. Mo.		This Mo.	Budget	Unexpended	Unencumbered
	Expenditures	To Date	To Date				
DEBT PRINCIPAL RETIREMENT	115.000.00	115.000.00	115.000.00	.00	115.000.00	.00	.00
INTEREST	4.600.00	4.600.00	4.600.00	.00	4.600.00	.00	.00
OTHER CHARGES	84.50	84.50	84.50	.00	500.00	415.50	415.50
	119.684.50	119.684.50	119.684.50	.00	120.100.00	415.50	415.50
WORKING CASH							
MISC EXPENSES	201.23	201.23	201.23	.00	250.00	48.77	48.77
	201.23	201.23	201.23	.00	250.00	48.77	48.77

## REVENUE REPORT

## EDUCATIONAL FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
CURRENT TAXES	721,180.45	721,180.45	720,478.85	701.60	710,373.00	10,807.45 CR	10,807.45 CR
BACK TAXES	319.99	319.99	319.99	.00		319.99 CR	319.99 CR
IN LIEU OF TAXES	229.14	229.14	229.14	.00		229.14 CR	229.14 CR
CHARGE BACK REVENUE	11,395.34	11,395.34	10,479.81	915.53	10,000.00	1,395.34 CR	1,395.34 CR
SUMMER STATE APPORT	105,364.44	105,364.44	105,364.44	.00	105,364.00	.44 CR	.44 CR
FALL STATE APPORT	550,223.03	550,223.03	550,223.03	.00	567,586.00	17,362.97	17,362.97
SPRING STATE APPORT	493,377.53	493,377.53		493,377.58	575,229.00	81,851.42	81,851.42
ICCB EQUALIZATION GRANT	17,505.58	17,505.58	9,846.40	7,659.18	19,450.00	1,944.42	1,944.42
VOC ED REG REIMB	131,522.00	131,522.00	75,768.00	55,754.00	115,000.00	16,522.00 CR	16,522.00 CR
VOC ED EQUIP REIMB	4,907.00	4,907.00	697.00	4,210.00	3,161.00	1,746.00 CR	1,746.00 CR
STATE WORK STUDY	9,735.08	9,735.08	9,735.08	.00	17,000.00	7,264.92	7,264.92
ILL OFC OF EDUC	10,437.00	10,437.00	10,437.00	.00	20,000.00	9,563.00	9,563.00
HEW TITLE 2	3,500.00	3,500.00		3,500.00	3,500.00	.00	.00
VETERANS COST OF INSTR	16,193.00	16,193.00		16,193.00	17,972.00	1,779.00	1,779.00
FEDERAL WORK STUDY	102,132.40	102,132.40	90,001.00	12,131.40	143,200.00	41,067.60	41,067.60
VETERANS REPORTING FEE	3,249.00	3,249.00	3,249.00	.00	8,500.00	5,251.00	5,251.00
SUMMER TUITION	66,352.41	66,352.41	66,352.41	.00	66,352.00	.41 CR	.41 CR
FALL TUITION	367,100.78	367,100.78	367,100.78	.00	386,478.00	14,377.22	14,377.22
SPRING TUITION	323,344.57	323,344.57	175,000.00	148,344.57	391,682.00	68,337.43	68,337.43
GRADUATION FEES	693.00	693.00	539.00	154.00	400.00	293.00 CR	293.00 CR
TRANSCRIPT FEES	1,073.50	1,073.50	965.50	108.00	700.00	373.50 CR	373.50 CR
PUB SERV INCOME		.00		.00	4,500.00	4,500.00	4,500.00
INTEREST ON INVESTMENTS	1,516.43	1,516.43	1,516.43	.00	100.00	1,416.43 CR	1,416.43 CR
OTHER REVENUE	276.84	276.84	247.14	29.70	100.00	176.84 CR	176.84 CR
	294,162,561	294,162,561	219,855.00	743,073.56	3,166,647.00	225,018.44	225,018.44

## BUILDING FUND

CURRENT TAXES	180,361.52	180,361.52	180,186.06	175.46	177,592.00	2,769.52 CR	2,769.52 CR
BACK TAXES	79.97	79.97	79.97	.00		79.97 CR	79.97 CR
IN LIEU OF TAXES	57.31	57.31	57.31	.00		57.31 CR	57.31 CR
INTEREST ON INVESTMENTS	1,249.31	1,249.31	1,249.31	.00	200.00	1,049.31 CR	1,049.31 CR
MISC REVENUE	1,608.00	1,608.00	1,383.00	225.00	1,000.00	608.00 CR	608.00 CR
	183,356.11	183,356.11	182,955.65	400.46	178,792.00	4,564.11 CR	4,564.11 CR

SITE AND CONSTRUCTION FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
ANNIXTER REVENUE	50.475.00	50.475.00	45.737.25	4.737.75	48.000.00	2.475.00 CR	2.475.00 CR
UNIT 5 REVENUE	11.000.00	11.000.00	9.000.00	2.000.00	12.000.00	1.000.00	1.000.00
INTEREST ON INVESTMENTS	30.500.59	30.500.59	29.816.18	684.41	25.000.00	5.500.59 CR	5.500.59 CR
<u>BOND AND INTEREST #1</u>	91.975.59 T	91.975.59 T	84.553.43 T	7.422.16 T	85.000.00 T	6.975.59 CR	6.975.59 CR
CURRENT TAXES	304.941.15	304.941.15	304.644.49	296.66	300.430.00	4.511.15 CR	4.511.15 CR
BACK TAXES	150.34	150.34	150.34	.00		150.34 CR	150.34 CR
IN LIEU OF TAXES	96.89	96.89	96.89	.00		96.89 CR	96.89 CR
INTEREST ON INVESTMENTS	9.856.66	9.856.66	9.631.66	225.00	6.000.00	3.856.66 CR	3.856.66 CR
<u>BOND AND INTEREST #2</u>	315.045.04 T	315.045.04 T	314.523.38 T	521.66 T	306.430.00 T	8.615.04 CR	8.615.04 CR
CURRENT TAXES	121.657.63	121.657.68	121.539.33	118.35	119.875.00	1.782.68 CR	1.782.68 CR
BACK TAXES	54.96	54.96	54.96	.00		54.96 CR	54.96 CR
IN LIEU OF TAXES	38.65	38.65	38.65	.00		38.65 CR	38.65 CR
INTEREST ON INVESTMENTS	2.266.28	2.266.23	2.266.28	.00	1.200.00	1.066.28 CR	1.066.28 CR
<u>WORKING CASH</u>	124.017.57 T	124.017.57 T	123.899.22 T	118.35 T	121.075.00 T	2.942.57 CR	2.942.57 CR
SALE OF BONDS	90.000.00	90.000.00	90.000.00	.00	90.000.00	0.00	0.00
INTEREST ON INVESTMENTS	303.34.42	30.334.42	18.882.66	11.451.76	10.000.00	20.334.42 CR	20.334.42 CR
	120.334.42 T	120.334.42	108.882.66 T	11.451.76 T	100.000.00 T	20,334.42 CR	20,334.42 CR

SAUK VALLEY COLLEGE

APPROVED BY

William E. Reife  
PRESIDENT

Lorna Keefer  
SECRETARY  
DATE