

THE BOARD ADJOURNED FROM THE JUNE MEETING
TO JULY 24, 1978.

AGENDA

SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING
Third Floor Conference Room, 3L14
July 24, 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) Secretary for the Information Center
 - b) Tenure Recommendations
- 6) Referendum
 - a) Establish Date
 - b) Endorse Referendum Rationale
- 7) Blacktop Bids
- 8) Working Cash Fund

E. Old Business:

- 1) Re-consideration of ICCTA Membership
- 2) Anixter Lease
- 3) Preliminary Budget

F. New Business:

- 1) Board Workshop: Objectives and Assessment
- 2) Promotions

G. President's Report

- 1) Report from Student Trustee
- 2) Minutes of committee meetings
- 3) Letters of appreciation
- 4) Status of Admissions Processes and Procedures
- 5) Referendum Coordinator
- 6) Referendum Letter to staff members
- 7) CETA Report
- 8) Report on Students Who Attend
- 9) Enrollment
- 10) Handbook on Appraising the Superintendent
- 11) HEW Grant
- 12) Sauk Valley's Administrative Officers

MINUTES OF THE SAUK VALLEY COLLEGE BOARD OF TRUSTEES MEETING

July 24, 1978

The Board of Trustees of Sauk Valley College met in regular session at 8:00 p.m. on July 24, 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:

Kay Fisher	Oscar Koenig
Ann Powers	Juanita Prescott
William Reigle	Molly Bulfer

Absent: Ronald Coplan Lorna Keefer

Secretary Pro-tem: In the absence of Lorna Keefer, Chairman Reigle appointed Kay Fisher as Secretary Pro-tem.

Minutes: It was moved by Member Powers and seconded by Member Fisher that the Board approve the minutes of the June 26 meeting with the notation on Page #4, Par. #2 the resolution should read...."that the Board adopt the attached resolution terminating the position of Registrar and authorizing the employment of Harriet Hastings until January 31, 1979. Motion voted and carried.

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

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

Educational Fund	\$346,469.34
Building Fund	72,531.78
Site & Construction	6,840.40

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

Payroll: It was moved by Member Prescott and seconded by Member Fisher that the Board approve the June 30 payroll in the amount of \$83,169.34. In a roll call vote, all voted aye. Motion carried.

Information
Center Vacancy:

It was moved by Member Prescott and seconded by Member Powers that the Board authorize the administration to fill the existing vacancy in the Information Center created by the transfer of JoAnn Babel to Dean Sagmoe's office. In a roll call vote, all voted aye. Motion carried.

Tenure:

Discussion was held on the instructors on the attached list who were being recommended for tenure.

LPN Coordinator:

It was moved by Member Prescott and seconded by Member Fisher that the Board appoint Leona Grossman LPN Coordinator effective August 14, 1978 at a rate of \$100 per month in addition to her normal 12-month salary and teaching load consistent with the job description. In a roll call, all voted aye. Motion carried.

Referendum:

Kay Fisher gave the Board a status report from the Referendum Committee. She noted that Ralph Gelander had been appointed Referendum Coordinator and said the committee was requesting the Board of Trustees set a date for the Referendum and also adopt a rationale statement.

Chairman Reigle expressed the Board's appreciation to Kay and the steering committee for their effort in getting the Referendum organized and said that this Referendum will allow the people that have received benefits from Sauk Valley College to have a say in the future of the college and determine whether or not programs will have to be cut.

It was moved by Member Fisher and seconded by Member Bulfer that the Board approve holding a Referendum seeking a tax rate increase of 9¢ per \$100 assessed valuation (4¢ in the Educational Fund and 5¢ in the Building Fund) on Tuesday, October 17, 1978, along with authorization for the Board attorney to prepare the necessary legal notices and resolutions for such an election. In a roll call vote, all voted aye. Motion carried.

It was then moved by Member Prescott and seconded by Member Powers that the Board endorse and approve the attached Referendum Rationale statement outlining the college's need for a tax rate increase. In a roll call vote, all voted aye. Motion carried.

Donations:

Member Prescott said she would like to point out that cash donations are needed for the Referendum Fund to pay for the costs involved as tax money cannot be used for this purpose. To date, money has been solicited from the Board members and college staff members. Cash donations are still needed from members of the community.

Blacktop Bids:

It was moved by Member Prescott and seconded by Member Koenig that the Board approve the low bid of Ladd Construction Company in the amount of \$67,020 to be paid from the Site and Construction Fund for blacktopping as described in the attached memorandum from Dean Edison. In a roll call vote, all voted aye. Motion carried.

Working Cash Fund:

It was moved by Member Fisher and seconded by Member Powers that the Board approve the college treasurer borrow up to \$710,000. from the Working Cash Fund, as, and if, required for operating purposes. In a roll call vote, all voted aye. Motion carried.

Key Punch Purchase:

It was moved by Member Koenig and seconded by Member Prescott that the Board authorize the administration to purchase the key punch machines in the Data Processing Department as per the attached recommendation from Walt Clevenger. In a roll call vote, all voted aye. Motion carried.

ICCTA:

Discussion was held on the meeting held recently with representatives of the ICCTA. It was the consensus of the Board that the matter of re-establishing the ICCTA membership should be tabled until the next meeting so that the full membership of the Board can vote on this matter. Chairman Reigle asked the Board members to submit any questions to Dr. Cole before the next meeting.

Anixter Lease:

It was moved by Member Prescott and seconded by Member Powers that the Board amend the Anixter Lease as per the attached agreement submitted by Dean Edison. In a roll call vote, all voted aye. Motion carried.

Preliminary Budget:

The attached preliminary budget was presented to the Board for their study and recommendations. Member Prescott asked for a travel breakdown of last year's budget which would show how much money had been spent on conference expense, how much had been spent for travel to teaching assignments and other travel.

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Budget (continued):

Member Prescott also requested a breakdown of the money spent for Trustee travel.

Discussion was held on money allocated for election expenses. Attorney Castendyck reminded the Board that polling places should be established for the October election, along with the number of judges needed, and compensation for same.

Grievance
Procedures:

Discussion was held on the new Grievance Procedures. Attorney Castendyck said according to the new contract the following procedures should be followed:

1. The Association shall present the grievance immediately in writing.
2. If the grievance is not resolved by Step #1 then the Association shall file a written appeal with the appropriate Dean or his official designee within 14 days after receipt of the Step #1 decision.
3. If the Association is not satisfied with the disposition of the grievance by the Dean, it shall be transmitted to the Board of Trustees Grievance Hearing Committee.

Workshop:

The next Board Workshop will be held at 2:30 p.m. at the Brandywine Boardroom on August 10. Any Board members with suggestions for items for the agenda should get these to Dr. Cole as soon as possible.

Promotions:

It was moved by Member Prescott and seconded by Member Fisher that the Board approve the following promotions effective with the 1978-79 academic year:

Name	Promoted To
Dale Heuck	Associate Professor
Glenn Bailey	Associate Professor
Claire Holmberg	Professor
Leona Grossman	Instructor
June Hilton	Assistant Professor
Chuck Walrath	Assistant Professor
Ron Hartje	Professor
Dave Lovekin	Associate Professor
George Vrheil	Associate Professor
Ross Dill	Associate Professor
Deb Hefferin	Assistant Professor

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

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Tenure: It was moved by Member Koenig and seconded by Member Prescott that the Board approve tenure for the following:

Wayne Holland
Steve Johnson
Glenn Bailey
Bob Smith
Claire Buschmann

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

President's Report: Molly Bulfer, student trustee, did not have a report as the ASB had not met since the last meeting. President Cole reported on the committee meeting minutes, letter of appreciation from the First Reformed Church at Fulton, status of admission procedures, referendum coordinator, letter sent to staff members on the Referendum, CETA report, a Report of Students Who Attend, the current enrollment which shows students at 729 for 8,206 hours as compared to last Fall of 1,114 students for 11,023 hours. Dr. Cole also presented the Board with handbooks on appraising the superintendent, explained the BEOG grant from HEW, and presented a new list of administrators at Sauk.

Adjournment: Since there was no further business, it was moved by Member Prescott and seconded by Member Powers that the Board adjourn. The next regular meeting will be August 14, 1978. In a roll call vote, all voted aye. Motion carried.

The meeting adjourned at 10:05 p.m.

Respectfully submitted:



Kay Fisher, Secretary Pro-Tem



SAUK VALLEY COLLEGE

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

OFFICE OF BUSINESS SERVICES

July 14, 1978

Mr. William Reigle
DIXON NATIONAL BANK
Dixon, IL 61021

Dear Mr. Reigle:

Some time ago I conveyed the attached letter to Dr. Cole and I believe it was reportedly discussed at the Board Workshop, as well as the most recent Board meeting.

In accordance with the discussion on values at the Board meeting of June 26, 1978, I have discussed rental properties around this area with at least ten (10) persons that would normally be expected to have some knowledge as to values of this type of property, as well as availability and construction costs of this type of property.

In these discussions I want to indicate that I have figured cost values of our building, replacement values of our building, depreciated values of our building, comparable building rentals, etc, etc, etc, and I am totally unable to approximate a request value of \$2.00 per square foot for the rental of our facility, based on these discussions.

Since I negotiated the last lease with Anixter I wish to indicate that:

- a. the rental of the facility is one of the few financial advantages to have accrued to Sauk Valley College.
- b. the tenant-landlord relationship has been excellent.
- c. I believe it is within the realm of possibility that we could lose our tenants.

Inasmuch as Mr. Forman stressed the importance of time in requesting this extension, and since I cannot rationalize in the \$2.00 per square foot price range, I would like to suggest the possibility of a Board appointed committee to contact Mr. Forman as soon as possible.

Very truly yours,

Bob
Robert Edison
Dean of Business Services

RE:fsb

cc: Ron Coplan
Dr. Cole ✓

ANIXTER

4731.23.000
56,853.00/yr

Anixter Bros., Inc.
4711 Golf Road
One Concourse Plaza
Skokie, Illinois 60076
(312) 677-2600
Executive Headquarters

May 26, 1978

Mr. Robert Edison
Dean of Business Services
Sauk Valley College, Route No. 1
Dixon, Ill. 61021

RE: Renewal options on the T-1 Bldg.,
Route 2 West Dixon, Illinois

Dear Bob:

We are determining our space requirements for the future and would like to tie in our lease options with our current contracts and contracts to be negotiated. Costs are a primary consideration and we would appreciate options at the prevailing rental rate.

Our needs are:

- 1) A renewal of option for one year from April 1, 1979 through March 31, 1980.
- 2) Another renewal option from April 1, 1980 through October 31, 1980.

Please let me know as soon as possible if the options will be available.

Cordially,



William Forman
Assistant Tax Manager

WF/vv

SAUK VALLEY COLLEGE

RURAL ROUTE ONE,

DIXON, ILLINOIS 61021

D-9

DATE July 24, 1978

MEMORANDUM

TO: Sauk Valley College Board of Trustees

FROM: George E. Cole

RE: Key Punch Purchase

The attached proposal has been reviewed by Dean Edison, Walt Clevenger and I. This proposal falls within the guidelines of our tentative budget, and in my opinion, would be a wiser use of college dollars.

RECOMMENDATION: Board authorization for the administration to purchase the key punch machines from IBM as per the recommendation.

SAUK VALLEY COLLEGE

RURAL ROUTE ONE, DIXON, ILLINOIS 61021

DATE July 21, 1978

MORANDUM

Dr. Cole

M: Walter Clevenger

Purchase of IBM equipment over a two year period

Sauk Valley College has been renting keypunches from IBM since the school started using computers. During that time, Sauk Valley College has built up purchase credits toward the purchase of the keypunches.

Sauk Valley College is presently paying \$418.90 per month to IBM for the renting of the keypunches. If we buy the keypunches over a two year period, we would drop our payment to \$403.50. Below, I have listed the specifics:

Current rental \$ 418.90 Total purchase \$ 5,326.00

Interest rate 6½%

Purchase option

Maintenance contract \$ 166.50

Payments 237.00

\$ 403.50

I have attached an Installment Payment Plan for your review.

I would recommend to you that we purchase IBM keypunches. I would like to have this take effect as soon as possible.

0632 030002 07/19/78 FROM=GSL EMPL.#=263805

COMMERCIAL INSTALLMENT PAYMENT PLAN
USER IS PLSINKIAWIC
FOR CUSTOMER 2523400

NOTE	DATE DUE	PRINCIPAL	INTEREST	TOTAL AMT DUE	REMAINING PRINC	LIQUIDATION AMT
01.	08/30/78	208.46	28.85	237.31	5,117.54	5,354.65
02.	09/30/78	209.53	27.72	237.25	4,908.01	5,145.26
03.	10/30/78	210.67	26.58	237.25	4,697.34	4,934.59
04.	11/30/78	211.81	25.44	237.25	4,485.53	4,722.78
05.	12/30/78	212.95	24.30	237.25	4,272.58	4,509.83
06.	01/30/79	214.11	23.14	237.25	4,058.47	4,295.72
07.	02/28/79	215.27	21.98	237.25	3,843.20	4,080.45
08.	03/30/79	216.43	20.82	237.25	3,626.77	3,864.02
09.	04/30/79	217.61	19.64	237.25	3,409.16	3,646.41
10.	05/30/79	218.78	18.47	237.25	3,190.38	3,427.63
11.	06/30/79	219.97	17.28	237.25	2,970.41	3,207.66
12.	07/30/79	221.16	16.09	237.25	2,749.25	2,986.50
13.	08/30/79	222.36	14.89	237.25	2,526.89	2,764.14
14.	09/30/79	223.56	13.69	237.25	2,303.33	2,540.58
15.	10/30/79	224.77	12.48	237.25	2,078.56	2,315.81
16.	11/30/79	225.99	11.26	237.25	1,852.57	2,089.82
17.	12/30/79	227.22	10.03	237.25	1,625.35	1,862.60
18.	01/30/80	228.45	8.80	237.25	1,396.90	1,634.15
19.	02/29/80	229.68	7.57	237.25	1,167.22	1,404.47
20.	03/30/80	230.93	6.32	237.25	936.29	1,173.54
21.	04/30/80	232.18	5.07	237.25	704.11	941.36
22.	05/30/80	233.44	3.81	237.25	470.67	707.92
23.	06/30/80	234.70	2.55	237.25	235.97	473.22
24.	07/30/80	235.97	1.28	237.25	1.00	237.25

PURCHASE PRICE \$ 5,326.00
LESS DOWN PAYMENT (DOLLAR AMT) \$ ** NONE **
PLUS SALES TAX AT 00.000% \$.00
AMOUNT TO BE FINANCED \$ 5,326.00
TOTAL INTEREST AT 06.50% \$ 368.06
TOTAL AMOUNT DUE \$ 5,694.06
NUMBER OF PAYMENTS 24
DATE OF PURCHASE 07/30/78

SAUK VALLEY COLLEGE

RURAL ROUTE ONE

DIXON, ILLINOIS 61021

8-2

DATE July 24, 1978

MEMORANDUM

TO: Sauk Valley College Board of Trustees

FROM: George E. Cole

RE: Anixter Lease

At our previous meeting, the Board requested Dean Edison meet with Anixter to attempt to finalize terms for their continued use of T-1. The following report from Dean Edison provides the details of that agreement.

mv

SAUK VALLEY COLLEGE

RURAL ROUTE ONE, DIXON, ILLINOIS 61021

DATE July 19, 1978

MEMORANDUM

TO: Sauk Valley Board of Trustees

FROM: George E. Cole

RE: Attached Referendum Rationale Statement

Attached is a draft of a Referendum Rationale statement along with a recommendation regarding the referendum date which have been approved by the Referendum Steering Committee. Committee members are proposing that the election be held on Tuesday, October 17, 1978.

The Steering Committee would like two separate actions from the Board -- 1.) approval of the date of October 17 for the vote and 2.) endorsement of the Referendum Rationale statement.

RECOMMENDATION #1: Board approval to hold a Referendum seeking a tax rate increase of 9¢ per \$100 assessed valuation (4¢ in the Educational Fund and 5¢ in the Building Fund) on Tuesday, October 17, 1978, along with authorization for the Board attorney to prepare the necessary legal notices and resolutions for such an election.

RECOMMENDATION #2: Board endorsement and approval of the Referendum Rationale statement outlining the college's need for a tax rate increase.

jb

REFERENDUM RATIONALE
SAUK VALLEY COLLEGE
BOARD OF TRUSTEES

SAUK VALLEY COLLEGE was created by a vote of the people in 1965 to provide post-secondary educational services to the residents of the district.

..... Since that time, the college has demonstrated unusual success by serving more than 25,000 of the district's 100,000 residents as students at SVC.

..... Since that time, the operating fund tax rates originally established to support this effort have never been changed despite the devastating impact of inflation over the past 13 years.

..... Since that time, the tuition charged to students was raised on five different occasions by the Board in an effort to keep pace with rising costs. SVC tuition is now approaching the maximum allowed by Illinois law and is \$4 higher than the state average.

..... Since that time, the college occupied its permanent facility. Utilities and other building operational costs are now more than three times greater than the revenue produced by the Building Fund tax rate.

..... Since that time, enrollment grew rapidly for a decade and then slowly stabilized in accordance with a nation-wide trend for public community colleges.

..... Since that time, the Board of Trustees implemented a series of cost-cutting measures, including a reduction of 13 full-time staff members (8%) and a comprehensive energy conservation plan, in an effort to maintain a balanced budget.

Therefore at this time, the Board of Trustees is requesting that the residents of the Sauk Valley College district support the continuance of the wide range of quality educational services to the public and to the business community. The Board is asking the people to approve a 9¢ increase in the college tax rate (4¢ in the Educational Fund and 5¢ in the Building Fund) on Tuesday, October 17, 1978.

TREASURER'S REPORT

June 30, 1978

EDUCATIONAL FUND

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

Receipts:

Taxes	230,575.67
Charge-Back Revenue	4,957.26
State Apportionment-Spring	4,370.46
Title II - Library	355.00
Federal Work Study	17,207.48
Other Federal Funds	2,690.62
Graduation Fees	140.00
Transcript Fees	134.00
Other Revenue	261.00
Expenditure Credit	2,007.22
Loan from Educational Fund	50,000.00
	<u>312,698.71</u>

Total Available \$ 982,054.63

Disbursements:

Expenses for June	<u>535,759.10</u>
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Balance on Hand June 30, 1978 \$ 446,295.53

BUILDING FUND

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

Receipts:

Taxes	57,643.61
Miscellaneous Revenue	102.00
Expenditure Credits	177.08
Loan from Educational Fund	75,000.00
	<u>132,922.69</u>

Total Available \$ 192,581.06

Disbursements:

Expenses for June	<u>21,595.34</u>
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Balance on Hand June 30, 1978 \$ 170,985.72

SITE AND CONSTRUCTION FUND - Dixon National Bank

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

Receipts:

Facilities Revenue	5,737.75	
Interest on Investments	<u>6,000.00</u>	<u>11,737.75</u>

Total Available \$ 44,027.04

Disbursements:

Expenses for June	<u>191.00</u>
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Balance on Hand June 30, 1978 \$ 43,836.04

SITE AND CONSTRUCTION FUND - Harris Trust

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

Receipts: -0-

Disbursements: -0-

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

BOND AND INTEREST FUND #1

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

Receipts:

Investments	31,000.00	
Taxes	<u>94,251.68</u>	
Interest on Investments	<u>2,153.36</u>	<u>127,405.04</u>

Total Available \$ 162,810.19

Disbursements:

Investments	126,924.81	
Bond Interest	<u>35,325.00</u>	
Service Charges	<u>48.12</u>	<u>162,297.93</u>

Balance on Hand June 30, 1978 \$ 512.26

BOND AND INTEREST FUND #2

Balance on Hand May 31, 1978 \$ 775.44

Receipts:

Taxes	30,643.49	
Interest on Investments	<u>237.96</u>	<u>30,881.45</u>

Total Available \$ 31,656.89

Disbursements:

Investments	<u>31,654.96</u>	<u>31,654.96</u>
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Balance on Hand June 30, 1978 \$ 1.93

WORKING CASH FUND

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

Total Available \$ 256,282.20

Disbursements: Investments 240,000.00 240,000.00

Balance on Hand June 30, 1978 \$ 16,282.20

INSURANCE FUND

Balance on Hand May 31, 1973 \$ -0-

Total Available 3,843.52

Disbursements: -0-

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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		51,184.31
Time-Open Deposit	S & C	5-28-79	100,000.00
Time-Open Deposit	B & I #1		220,213.56
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	261,524.23
Certificate of Deposit	Working Cash	9-01-78	240,000.00

TOTAL INVESTED \$1,734,893.07

SAUK VALLEY COLLEGE

STUDENT LOAN FUND

For The Year Ended June 30, 1978

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

ASSETS:

Cash in Bank #1.....	\$ 10.09
Cash in Bank #2.....	1,002.18
Notes Receivable #1.....	2,461.50
Notes Receivable #2.....	390.00
Due from Student Activity Fund.....	366.68
	<u>\$4,230.45</u>

LIABILITIES & NET WORTH:

Fund Equity #1.....	\$3,317.94
Net Loss #1..... (-479.67)	\$2,838.27
Fund Equity #2.....	\$2,314.92
Net Loss #2..... (-922.74)	1,392.18
	<u>\$4,230.45</u>

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

INCOME:

Interest Income #1.....	\$ 107.19	
Bad Debts Repaid #1.....	190.00.....	\$ 297.19
Interest Income #2.....	\$ 52.26	
Bad Debts Repaid #2.....	70.00.....	122.26

EXPENSES:

Bad Debts #1.....	\$ 776.86
Bad Debts #2.....	\$1,045.00
Net Loss #1.....	\$(-479.67)
Net Loss #2.....	\$(-922.74)

SAUK VALLEY COLLEGE

E.O.G. WORK STUDY FUNDS

For The Year Ended June 30, 1978

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

Cash on Hand.....	\$ (-398.92)
Workstudy Awards Available from Fed. Gov. 1977-78.....	17,635.00
Workstudy Awards Capital 1977-78.....	\$144,520.00
Workstudy Awards Paid 1977-78.....	126,664.98
E.O.G. Funds Receivable from Fed. Gov. 1977-78.....	2,962.69
Initial E.O.G. Awards Capital 1977-78.....	41,960.00
Initial E.O.G. Awards Paid 1977-78.....	40,137.22
Renewal E.O.G. Awards Capital 1977-78.....	33,615.00
Renewal E.O.G. Awards Paid 1977-78.....	29,818.83
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.....	196,993.46
Inactive Federal Grants.....	6,006.43
	<u>\$447,859.00</u>
	<u>\$447,859.00</u>

SAUK VALLEY COLLEGE BOOKSTORE

BALANCE SHEET

June 30, 1978

ASSETS:

Cash in Bank.....	\$52,350.22
Petty Cash.....	500.00
Accounts Receivable.....	25,518.52
Accounts Receivable-Educational Fund.....	98.76
Merchandise Inventory 6/30/78.....	41,227.84
Investments.....	<u>33,583.80</u>
 Total Assets.....	<u>\$153,279.14</u>

LIABILITIES:

Accounts Payable.....	\$ 2,133.33
Accounts Payable-Student Activities.....	<u>384.00</u>
 Total Liabilities.....	<u>\$ 2,517.33</u>

FUND EQUITY:

Fund Equity 7/1/77.....	\$125,982.78
Add Net Profit.....	<u>24,779.03</u>
 Total Fund Equity 6/30/78.....	<u>150,761.81</u>
 TOTAL LIABILITIES AND FUND EQUITY.....	<u>\$153,279.14</u>

SAUK VALLEY COLLEGE BOOKSTORE

Profit and Loss Statement

July 1, 1977 - June 30, 1978

REVENUE:

Textbook Sales.....	\$162,606.05
Supplies Sales.....	18,494.33
Miscellaneous Sales.....	13,513.36
Paperback Sales.....	4,545.68
Used Book Sales.....	8,663.46
Sales Tax Collected.....	9,709.66
Investment Income.....	1,941.69
Other Income.....	<u>391.95</u>
 Total Revenue.....	\$219,866.18

COST OF SALES:

Beginning Mds. Inventory 7/1/77.....	\$ 45,208.24
Textbooks Purchased.....	128,632.07
Supplies Purchased.....	9,472.74
Miscellaneous Purchased.....	9,659.95
Paperbacks Purchased.....	5,164.60
Used Books Purchased.....	6,814.09
Sales Tax Paid.....	<u>9,539.73</u>
 Merchandise Available for Sale.....	\$214,491.42
 Less Ending Merchandise Inventory 6/30/78.....	<u>41,227.84</u>
 Cost of Goods Sold.....	<u>173,263.58</u>
 GROSS PROFIT.....	\$ 46,602.60

EXPENSES:

Salaries and Wages.....	\$ 14,067.25
Transportation.....	3,617.41
Supplies Expense.....	2,377.93
Travel.....	597.12
Telephone.....	256.67
Dues and Subscriptions.....	135.00
Other Expense.....	553.86
Bad Checks.....	188.58
Over and Under.....	<u>29.75</u>
 Total Expenses.....	<u>21,823.57</u>
 NET PROFIT.....	\$ 24,779.03

*Obsolete Inventory Deducted \$234.74

RESTRICTED PURPOSES FUND

STATEMENT OF INCOME & EXPENSE

June 30, 1978 FINAL - PRIOR TO AUDIT

<u>ACTIVITIES</u>	<u>AMOUNT</u>
Comprehensive Fee Income	53,741.27
Athletic Fee 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	25.30
Other Income-Student Activity Fund Only	2,951.00
	TOTAL INCOME
	\$61,589.72

	<u>BUDGET</u>	<u>EXPENSE</u>
Athletic Expense	\$19,133.00	\$18,824.64
Cheerleaders & Pon Pom Squad	650.00	639.57
Speech Activities/Readers theatre	4,400.00	4,646.81
Drama Expenses	2,700.00	2,658.04
Music Expense	3,000.00	2,979.07
Student Activity Expense	16,900.00	16,806.22
Student Newspaper Expense	4,200.00	4,321.20
Associated Student Board	2,500.00	2,384.19
Women's Intercollegiate Act.	10,430.00	11,030.77
Intramurals-Coed	300.00	351.45
SVC Clubs	2,200.00	2,197.90
Contingency Expense/Equipment	1,000.00	8,256.60
Contingencies/Non-Budgeted	-0-	-0-
	\$67,413.00	\$75,096.56
		TOTAL EXPENSE
		75,096.56

Excess of Expenditure

over Revenue, as of

June 30, 1978

(\$13,506.84)

RESTRICTED PURPOSES FUND

STATEMENT OF ASSETS AND LIABILITIES

June 30, 1978 FINAL...PRIOR TO ADDIT

ASSETS	REVOLVING AGENCY FUND LIABILITIES	AMOUNT
Cash in Bank	\$113,403.50	
Petty Cash	-0-	
Accts. Rec.	30,311.13	
<u>RESTRICTED AGENCY FUND LIABILITIES</u>		
	Child Care Operations	(235.57)
	Parking	12,402.60
	Recreation Room Fund	4,332.73
	Student Locker Fund	196.40
	Land Lab	4,536.66
	Community Services	13,104.17
	Child Care Center	(5.61)
	EMTA Grant	(1,856.00)
	Photography Supplies	1,539.31
	LPN Supplies	5,637.67
	Law Enforcement Grant	1,316.36
	HEW Nurses Grant	-0-
	Nursing Capitation Grant	121.05
	Audio Tutorial Materials	-0-
	1977-78 Disadvantaged Gr.	2,738.07
	1975-76 ICCB Pub. Services	309.42
	CETA Public Services	(998.00)
	III. Humanities Grant	76.20
	Miscellaneous Account	714.81
	Student Clubs	2,255.98
	Adult Learning Bk. Chges.	228.06
	Community Theatre	178.73
	College Van	(111.65)
		46,481.39
<u>FUND EQUITY</u>		
	July 1, 1977	\$29,318.79
	Excess of Expenditures over Revenue, as of June 30, 1978	13,506.84
		15.811.95
TOTAL ASSETS	\$143,714.63	TOTAL LIABILITIES & FUND EQUITY
		\$143,714.63

STUDENT ACTIVITY

Balance On Hand, May 31, 1978	\$ 13,557.71
June Receipts	123,306.85
J.V. #91 - Outstanding checks	3.00
J.V. #92 - Check returned by bank	(288.00)
June Disbursements	(23,176.06)
Balance On Hand, June 30, 1978	<u>\$113,403.50</u>

CHECK #	NAME	DESCRIPTION	AMOUNT
4180	Simpson Powelsen Lumber Co.-#258 Drama Expense; lumber & supplies for "The Father"		\$ 427.30
4181	Nationwide Mutual Insurance Co.-#335 Community Services; insurance for Day Camp Program		25.00
4182	The Kroger Co.-#330 Child Care; supplies		73.78
4183	SVC Educational Fund-#345 Title II Library; for closing acc't		355.00
4184	Bev Ohda-#330 Child Care; reimbursement for supplies		6.30
4185	Frank Pintozzi-#352D Disadvantaged Grant; stamps		6.50
4186	SVC Bookstore-#251 Athletic Expense/Palumbo; T-shirts for tennis		30.60
4187	Rick J. Buzzard-#320 Tuition Refund; 4 sem. hrs., Summer 78		64.00
4188	Lyle Harden-#320 Tuition Refund; refund - 1 sem. hr. Summer 78		16.00
4189	Barbara Schuetz-#320 Tuition Refund; refund - 3 sem. hrs., Summer 1978		48.00
4190	Diane K. Harden-#320 Tuition Refund; refund - 7 sem. hrs., Summer 1978		112.00
4191	Miriam Schultz-#320 Tuition Refund; refund - 3 sem. hrs., Summer 1978		48.00
4192	SVC Educational Fund-#315 Due Educational Fund; trial balance 5/31/78		2,449.63
4193	SVC Building Fund-#316 Due Building Fund; trial bal. 5/31/78		246.36
4194	SVC Bookstore-#319 Due Bookstore; trial balance 5/31/78		983.29
4195	SVC Student Loan Fund-#318 Due Student Loan; loans paid during May 1978		374.62
4196	SVC Educational Fund-#302 Out of District Fees; trial balance 5/31/78		4,957.26
4197	Linda Waters-#103 Acct's Rec./Military/Summer; refund - 6 sem. hrs., Summer 1978 - received Military Grant		96.00
4198	Marco Sports Co.-#252 Athletic Expense/Mabee & #253 Athletic Expense/Hartje; 12 awards jackets		354.00
4199	Carol Ambeau-#320 Tuition Refund; refund - 3 sem. hrs., Summer 1978		48.00
4200	Anne Ashfield-#320 Tuition Refund; refund - 3 sem. hrs., Summer 1978		48.00
4201	Vicky Barger-#320 Tuition Refund; refund - 3 sem. hrs., Summer 1978		48.00
4202	Jody Bradley-#320 Tuition Refund; refund - 2 sem. hrs., Summer 1978		32.00
4203	Daniel Garza-#320 Tuition Refund; refund - 4 sem. hrs., Summer 1978		64.00

CHECK #	NAME	DESCRIPTION	AMOUNT
4204	Shaun Gothwaite-#320 Tuition Refund; refund - 3 sem. hrs. Summer 78	\$ 48.00	
4205	Carol Hastings-#320 Tuition Refund; refund - 1 sem. hr. Summer 78	16.00	
4206	Linda Hill-#320 Tuition Refund; refund - 3 sem. hrs. Summer 78	48.00	
4207	Joseph Hadder-#320 Tuition Refund; refund - 7 sem. hrs. Summer 78	112.00	
4208	Rick Kennay-#320 Tuition Refund; refund - 3 sem. hrs. Summer 78	48.00	
4209	Jeff Lumbard-#320 Tuition Refund; refund - 1 sem. hr. Summer 78	16.00	
4210	James Miller-#320 Tuition Refund; refund - 1 sem. hr. Summer 78	16.00	
4211	Pamela Nice-#320 Tuition Refund; refund - 6 sem. hrs. @ 80%, Summer 78	76.80	
4212	Janelle A. Noble-#320 Tuition Refund; refund - 3 sem. hrs. Summer 78	48.00	
4213	Janet Norris-#320 Tuition Refund; refund - 3 sem. hrs. Summer 78	48.00	
4214	Melanie Piper-#320 Tuition Refund; refund - 2 sem. hrs. Summer 78	32.00	
4215	Bonnie Schamberger-#320 Tuition Refund; refund - 1 sem. hr. Summer 78	16.00	
4216	Ceola Schuetter-#320 Tuition Refund; refund - 2 sem. hrs. Summer 78	32.00	
4217	Karen Unterzuber-#320 Tuition Refund; refund - 3 sem. hrs. Summer 78	48.00	
4218	Vicki Wakeley-#320 Tuition Refund; refund - 1 sem. hr. Summer 78	16.00	
4219	Mark S. Wallingford-#320 Tuition Refund; refund - 4 sem. hrs. Summer 78	64.00	
4220	Kim Williams-#320 Tuition Refund; refund - 3 sem. hrs. Summer 78	48.00	
4221	Connie Mitchell-#320 Tuition Refund; refund - 3 sem. hrs. Summer 78	48.00	
4222	Cynthia Twidell-#320 Tuition Refund; refund - 2 sem. hrs. Summer 78	32.00	
4223	George Thomas-#320 Tuition Refund; refund - 4 sem. hrs. Summer 78	64.00	
4224	Linda Fairweather-#103 Adult Basic Education Acct's Rec.; expenses for workshop 6/8/78 - staff development	99.50	
4225	Mary Zapp-#103 Acct's Rec. Adult Basic Ed.; expenses for workshop 6/8/78 - staff development	80.00	
4226	Illinois Bell Telephone Co.-#352D Disadvantaged Grant; service 5/25/78 thru 6/24/78	46.65	
4227	SVC Educational Fund--#257 Speech Act., #260 Student Act. Expense #262 Student Newspaper Expense, #264 A.S.B., #352D Disadvantaged Grant; #330 Child Care	14.95	
4228	Keith McCallister-#103 Acct's Rec. CETA: G.E.D. test paid by student	5.00	
4229	Sheri Anderson-#320 Tuition Refund; refund - 3 sem. hrs. Summer 78	48.00	
4230	Gregory Bowman-#320 Tuition Refund; refund - 2 sem. hrs. Summer 78 @ 80%	25.60	
4231	Janet M. Doubler-#320 Tuition Refund & #302 Out of District; refund - 5 sem. hrs. @ 80% Summer 78 - 64.00 tuition & 89.32 Out of District	153.32	
4232	Mary Pat Eberley-#320 Tuition Refund; refund - 3 sem. hrs. Summer 78 @ 80%	38.40	

HECK #	NAME	DESCRIPTION	AMOUNT
233	Sandra Engelkens-#320 Tuition Refund; refund - 7 sem. hrs. Summer 78	\$ 112.00	
234	Amy Geerts-#320 Tuition Refund; refund - 1 sem. hr. Summer 78	1.00	
235	Christopher Geerts-#320 Tuition Refund; refund - 1 sem. hr. Summer 78	1.00	
236	Kevin Grell-#320 Tuition Refund; refund - 3 sem. hrs. Summer 78	48.00	
237	Virginia Leinberger-#320 Tuition Refund; refund - 3 sem. hrs. Summer 78	48.00	
238	Denise Putnam-#320 Tuition Refund; refund - 1 sem. hr. Summer 78 @ 80%	12.80	
239	Ellen E. Rogers-#320 Tuition Refund; refund - 1 sem. hr. Summer 78	16.00	
240	Teresa Welber-#320 Tuition Refund; refund - 1 sem. hr. Summer 78	16.00	
241	Keith Yucus-#320 Tuition Refund; refund - 3 sem. hrs. @ 80%, Summer 78	38.40	
242	Kathryn Bowman-#320 Tuition Refund; refund - 3 sem. hrs. Summer 78	48.00	
243	Brad Kruse-#334 Land Lab; 20 hours of labor in land lab in excess of workstudy	60.00	
244	Stouffers One Stop Farm Store-#334 Land Lab; tractor rental 6.7 hours @ 25.00	167.50	
245	Sterling Camera Center-#258 Drama Expense; 2 rolls film	8.24	
246	Kradle's-#258 Drama Expense; paint & stain	31.04	
247	SVC Payroll Fund-#330 Child Care, #352D Disadvantaged Grant, #354 CETA	730.68	
248	Gibbons Bus Service-#259 Music Expense; bus to Sterling	125.00	
249	Vickie Leffelman-#373 Adult Learning Book Charges; book deposit refund	3.00	
250	Country Mutual Insurance Co.-#334 Land Lab; hail insurance on crops on soil laboratory	161.28	
251	Wentsel Wilkins Lowe & Wheeler-#376 College Van; insurance on van	92.00	
252	Mary M. Anderson-#320 Tuition Refund & #302 Out of District; refund - 5 sem. hrs. Summer 78	191.65	
253	Robert Helinski-#320 Tuition Refund; refund - 3 sem. hrs. Summer 78	48.00	
254	Barry Hummel-#320 Tuition Refund; refund - 3 sem. hrs. Summer 78	48.00	
255	Michael McGuire-#320 Tuition Refund; refund - 3 sem. hrs. Summer 78	48.00	
256	Susan Marruffo-#320 Tuition Refund; refund - 1 sem. hr. Summer 78	16.00	
257	Sharon Spiceland-#320 Tuition Refund; refund - 1 sem. hr. Summer 78	16.00	
258	Paula J. Sibia-#320 Tuition Refund; refund - 3 sem. hrs. Summer 78	48.00	
259	Dramatists Play Service, Inc.-#258 Drama Expense; "Ducks & Lovers" Scripts	32.65	
260	Maraco Sports Company-#266 Women's Intercollegiate; sports Supplies	1,252.45	
261	Cydney Gordon-#320 Tuition Refund; refund - 3 sem. hrs. at 80%, Summer 78	38.40	
262	DeAnne Harrison-#320 Tuition Refund; refund - 3 sem. hrs. Summer 78	48.00	

CHECK #	NAME	DESCRIPTION	AMOUNT
4263	William Harrison-#320 Tuition Refund; refund - 1 sem. hr. Summer 1978	\$ 16.00	
4264	Barbara Lahman-#320 Tuition Refund; refund - 1 sem. hr. Summer 1978	16.00	
4265	Catherine Seagren-#320 Tuition Refund; refund - 1 sem. hr. Summer 1978	1.00	
4266	Tani Seagren-#320 Tuition Refund; refund - 1 sem. hr. Summer 78	1.00	
4267	VOID		
4268	Sterling Camera Center-#259 Music Expense; 3 cassette players	264.00	
4269	Randy Bell-#320 Tuition Refund; refund - 3 sem. hrs. Summer 78	48.00	
4270	Kay Diehl-#320 Tuition Refund; refund - 3 sem. hrs. Summer 78	48.00	
4271	Mary Duffy-#320 Tuition Refund; refund - 3 sem. hrs. Summer 78	48.00	
4272	Reglin Janitorial Service-#352D Disadvantaged Grant; service for Old Learning Center, 5-5-78 thru 5-26-78	52.00	
4273	Leona Grossman-#376 College Van; gas purchase for van 6-13-78	13.20	
4274	Dramatists Play Service-#258 Drama Expense; 1 "Ducks and Lovers" Script	2.40	
4275	Mexican American Cultural Center-#260 Student Activity Expense 748.00 & #270 Student Clubs 150.00; consultant fees for Ricardo Ramirez and Martha Cotera May 12, 13, 1978	898.00	
4276	Elkhorn Corporation-#352D Disadvantaged Grant; utilities for Rock Falls Center 2-28-78 thru 4-26-78	79.42	
4277	Zelodious Ashford-#103 Acct's Rec./Adult Basic Education-Welfare Grant; teaching the Adult Handicapped Student 6-8-78	5.00	
278	Carla Wahl-#103 Acct's Rec./Foundation; refund - 3 sem. hrs. Summer 1978	48.00	
4279	Cathy Sorrell-#320 Tuition Refund; refund - 4 sem. hrs. Summer 78	64.00	
4280	Joyce Pfister-#320 Tuition Refund; refund - 6 sem. hrs. Summer 78	96.00	
4281	Margaret Sanden-#320 Tuition Refund; refund - 2 sem. hrs. Summer 1978	32.00	
4282	Debra Tieken-#320 Tuition Refund; refund - 3 sem. hrs. Summer 78	48.00	
4283	Rick Martineq-#320 Tuition Refund; refund - 3 sem. hrs. Summer 1978	48.00	
4284	Andrea Wexsten-#320 Tuition Refund; refund - 1 sem. hr. Summer 1978	16.00	
4285	Valla Jones-#320 Tuition Refund; refund - 3 sem. hrs. Summer 78	48.00	
4286	Diana Kenney-#320 Tuition Refund; refund - 3 sem. hrs. Summer 78	48.00	
4287	Norma Scheffler-#320 Tuition Refund; refund - 3 sem. hrs. Summer 1978 at 80%	38.40	
4288	Frances Damhoff-#320 Tuition Refund; refund - 3 sem. hrs. Summer 1978	48.00	
4289	Pamela Kane-#320 Tuition Refund; refund - 3 sem. hrs. Summer 78	48.00	
4290	Kelli Draper-#320 Tuition Refund; refund - 3 sem. hrs. Summer 78	48.00	
4291	Beth Fiorini-#320 Tuition Refund; refund - 3 sem. hrs. Summer 78	48.00	
4292	Dramatists Play Service-#375 Community Theatre; royalties, "Finishing Touches"	155.00	
4293	Dixon Health Center-#360 Miscellaneous; tuition overpayment, check change	6.00	
4294	Sherwin Williams Co.-#375 Community Theatre; paint	41.96	
295	Mary Healy-#375 Community Theatre; fabric dye expense	1.47	
4296	JoAnu Fabrics-#375 Community Theatre; 10 yds. of muslin	27.90	

HECK #	NAME	DESCRIPTION	AMOUNT
297		Home Lumber Company-#375 Community Theatre; supplies	167.75
298	Mary Kiszely-#375 Community Theatre; refreshments for "Finishing Touches"		27.31
299	Dorothy Wallen-#375 Community Theatre; properties for "Finishing Touches:		21.38
300	Crown Printing Company-#375 Community Theatre; 3" stamp		4.70
301	Brandywine Inn-#375 Community Theatre; refreshments for Soft players		323.40
302	The Sport Shop-#251 Athletic Expense/Palumbo; athletic supplies		425.10
303	The Daily Gazette-#251 Athletic Expense/Palumbo; advertisement for part time coach		17.10
304	The Sport Shop-#253 Athletic Expense/Hartje; 1 pr. sweat pants and 1 doz. baseballs		40.50
305	Marco Sports Company-#251 Athletic Expense/Palumbo; 5 awards jackets		147.50
306	NECAA-#260 Student Activity Expense; NECAA Dues		150.00
307	Michael Allen-#320 Tuition Refunds; refund of 3 sem. hrs., Summer 1978		48.00
308	Chris Breed-#320 Tuition Refunds; refund of 3 sem. hrs., Summer 78		48.00
309	Arlene Garland-#320 Tuition Refunds; refund of 3 sem. hrs., Summer 1978		48.00
310	Moira Gaffey-#320 Tuition Refunds; refund of 3 sem. hrs., Summer '78		48.00
311	Carl Banda-#320 Tuition Refunds; refund of 3 sem. hrs., Summer '78 at 80%		38.40
312	Susan Louise Mills-#320 Tuition Refunds; refund of 3 sem. hrs., Summer 1978		48.00
313	The Kroger Company-#330 Child Care; supplies		1.79
314	Denise Schauff-#320 Tuition Refunds; refund of 3 sem. hrs., Summer 1978		48.00
315	Julia Wolfe-#320 Tuition Refunds; refund of 1 sem. hr., at 80%, Summer 1978		12.80
316	Cinema 5-#260 Student Activity Expense; "Fireman's Ball" play date - 1-28-78		131.00
317	IAPPHPER-#251 Athletic Expense/Palumbo; renewal membership for 1978-79		25.00
318	Elizabeth Keller-#320 Tuition Refunds; refund of 3 sem. hrs., Summer 1978		3.00
319	Kellen M. Miller-#320 Tuition Refunds; refund of 2 sem. hrs., Summer 1978		32.00
320	Evelyn A. Thomas-#320 Tuition Refunds; refund of 3 sem. hrs., Summer 1978		3.00
321	Joann M. Winkler-#320 Tuition Refunds; refund of 3 sem. hrs. (48.00) and #315 Due Educational; art fee(10.00), Summer 1978		58.00
322	OMS, Inc.-#372 Student Clubs; wheelchair ADN Club		168.00
323	Crown Printing Company-#375 Community Theatre; 100 posters for "Finishing Touches"		56.50
324	Herbert Steward-#320 Tuition Refunds; refund of 3 sem. hrs., Summer 1978		3.00
325	Susan C. Boehle-#320 Tuition Refunds; refund of 3 sem. hrs., Summer 1978		48.00
326	Mike J. Hall-#320 Tuition Refunds; refund of 9 sem. hrs. at 80%, Spring 1978		115.20
327	Frederick Clifton-#320 Tuition Refunds; refund of 3 sem. hrs., Summer 1978		48.00
328	Theodora Clifton-#320 Tuition Refunds; refund of 3 sem. hrs., Summer 1978		48.00

HECK #	NAME	DESCRIPTION	AMOUNT
329	Doris Cox-#103 Acct's Rec./Adult Basic Education - Grant D-15 travel expenses to Region II Fall Planning meeting - Malta, Ill. - 6-21-78		25.50
330	Mr. Alex Alphouse-#320 Tuition Refunds; refund of 3 sem. hrs., Summer 1978		48.00
331	Treasurer, State of Illinois-#103 Acct's Rec./ISSC/Fall, 1977; reimbursement of scholarship for Judith Weidman, Fall 1977		192.00
332	VOID		
333	David Lovekin-#260 Student Activity Expense; travel expenses to Wilmett 6-1-78 to preview film		45.00
334	VOID		
335	Linda Rausch-#320 Tuition Refunds; refund of 3 sem. hrs., Summer 1978		48.00
336	Rosanne Perinn-#320 Tuition Refunds; refund of 3 sem. hrs., Summer 1978		48.00
337	Laurel Geldean-#320 Tuition Refunds; refund of 3 sem. hrs., Summer 1978		48.00
338	SVC Payroll Fund-#335 Community Services 400.00 & CETA 508.00; payroll 6-30-78		908.00
339	Wayne Feed Supply Store-#334 Land Lab; supplies		267.50
340	The Copy Shop-#251 Athletic Expenses/Palumbo; 2,000 1978-79 athletic schedules		66.35
341	Roger H. Brown-#103 Acct's Rec. - Military Summer Semester 78; refund of 3 sem. hrs., Summer 1978		48.00
342	The Sport Shop-#251 Athletic Expenses/Palumbo; 2 pair coaching shorts & 1 pair basketball shoes		33.00
43	Katherine Palmer-#320 Tuition Refunds; refund of 3 sem. hrs., Summer 1978		48.00
344	The Sport Shop-#254 Athletic Expenses/Walrath; supplies		414.30
345	Molly Verene-#359 Ill. Humanities Grant; index		100.00
346	SVC Educational Fund-#258 Drama Expense 19.27, #352D Disadvantaged Grant .18, #375 Community Theatre 3.90		23.35
347	Sterling Camera Center-#258 Drama Expense; slides for "The Father"		7.92
348	SVC Building Fund-#376 College Van 6.45, #334 Land Lab 48.26; gas, etc. for May and June, 1978		54.71
349	SVC Bookstore-#258 Drama Expense; purchases for June 1978		1.70
350	Klines-#103 Acct's Rec./CETA; nursing shoes for Rev Nasemeier		19.00
351	Sohigro Service Company-#334 Land Lab; supplies		73.60

SAUK VALLEY COLLEGE

APPROVED BY

William E. Beale

PRESIDENT

Kay S. Tichy

SECRETARY

DATE

July 24, 1978

BILLS PAYABLE

July 24, 1978

EDUCATIONAL FUND

000-544-02	VIDEO MASTERS INC.	Supplies	2,339	\$ 443.47
000-259	SVC WORKING CASH FUND	Repay loan	2,340	220,281.65
000-544	POSTMASTER	Postage meter	2,341	3,930.00
	VOID CHECK		2,342	
	SVC PAYROLL FUND	6-30-78 Payroll	2,343	71,275.74
	SVC PAYROLL FUND	Final 6/30 Payroll	2,344	10,147.96
	(Charged to 1978-79 Fiscal Year)			2,345
000-550	GEORGE COLE	Expenses	2,346	139.77
000-588	NCR CORPORATION	Equipment	2,347	6,675.40
				\$312,894.00

600.543.00	ALDRICH CHEMICAL CO	SUPPLIES	2,348	25.06
712.543.00	AMERICAN COLLEGE TESTING PROG	SUPPLIES	2,349	57.99
000.545.00	AMERICAN JOURNAL OF NURSING	BOOKS	2,350	47.40
000.545.00	AMERICAN LIBRARY ASSN	BOOKS	2,351	6.25
100.545.00	AUDIO VISUAL NARRATIVE ARTS	BOOKS	2,352	157.50
000.545.00	BAKER & TAYLOR CO	BOOKS	2,353	68.17
000.545.00	BAKER & TAYLOR CO	BOOKS	2,354	1,494.93
000.530.00	B & B TOWER SERVICE	SERVICE	2,355	225.75
813.550.00	JAMES BARBER	TRAVEL	2,356	44.70
815.543.00	BARNELL LOFT LTD	SUPPLIES	2,357	254
512.543.00	BENDER & BLOCK MUSIC CO	SUPPLIES	2,358	7.20
000.550.00	FLORENCE BERTSCH	TRAVEL	2,359	9.00
000.545.00	BETTER BOOKS CO	BOOKS	2,360	62.83
300.543.00	BOGOTT INDUS SUPPLY	SUPPLIES	26.45	
600.543.00	X X X	1.15	2,361	27.60
000.545.00	R R BONKER	BOOKS	2,362	65.90
000.545.00	BOWLING GREEN UNIV	BOOKS	2,363	114.05
800.530.03	BRANDYWINE INN	FAC DEV-27.96		
000.550.00	X X	PRES & BOARD 99.62	2,364	197.60
815.543.00	CAMBRIDGE BOOK CO	SUPPLIES	2,365	184.50
000.575.00	CENTRAL TELEPHONE CO	SERVICE	2,366	1,707.79
511.543.00	CERAMIC SPECIALTIES CO	SUPPLIES	2,367	96.95
000.541.00	CFKA CAREER MATERIALS	SUPPLIES	2,368	7.50
000.534.00	CHRONICLE OF HIGHER EDUC	SUPPLIES	2,369	60.76
000.556.00	CLAYTONS FLORAL & GARDEN SHOP	FLOWERS	2,370	16.40
000.545.00	COLUMBIA UNIVERSITY PRESS	BOOK	2,371	59.50
000.550.00	COMMUNITY UNIT 5	LATINO CONF	2,372	67.46
000.545.00	CONGRESSIONAL QUARTERLY	BOOKS	2,373	112.75
300.543.00	CRESCENT ELECTRIC SUPPLY	SUPPLIES	2,374	98.90
415.543.00	CURRICULUM INNOVATIONS	SUPPLIES	2,375	7.50
11.543.00	CURTIN MATHESON SCIENTIFIC	SUPPLIES	2,376	76.75
000.541.00	CURTIS 1000	SUPPLIES	2,377	3,381.26
000.541.00	THE DAILY GAZETTE	SUPPLIES	2,378	706.48
000.547.00	X X	PUB RELA 693.68		

3,600,547.00	DIXON EVENING TELEGRAPH	PUB RELA	2,379	202.50
3,600,543.00	3 STIX	SUPPLIES	2,380	10.25
2,000,550.00	ROBERT EDISON	TRAVEL	2,381	9.60
3,000,545.00	EDUCATIONAL A V INC	BOOKS	2,382	131.23
3,000,545.00	EDUCATIONAL DIMENSIONS GROUP	BOOKS	2,383	375.00
3,000,545.00	EMC CORP	BOOKS	2,384	97.40
3,000,545.00	GALE RESEARCH CO	BOOKS	2,385	25.71
3,000,550.00	RALPH GELANDER	TRAVEL	2,386	10.20
3,000,545.00	GENEALOGICAL PUBL CO	BOOKS	2,387	17.71
3,000,545.00	GROLIER EDUC CORP	BOOKS	2,388	542.00
3,600,543.00	HACH CHEMICAL CO	SUPPLIES	2,389	38.93
3,300,550.00	RONALD HAPPAH	TRAVEL	2,390	103.50
3,000,544.01	HECKMAN BINDERY INC	SUPPLIES	2,391	39.60
3,000,549.00	HEY BROTHERS	COMMENCEMENT	2,392	36.00
3,418,543.00	HOLBROOK PRESS	SUPPLIES	2,393	11.66
8,000,549.00	HOLIDAY INN	COMMENCEMENT SPEAKER	2,394	19.85
3,100,543.00	HOUGHTON MIFFLIN CO	SUPPLIES	2,395	14.66
0,713,550.00	KAREN HUBER	TRAVEL	2,396	18.00
0,000,545.00	HUMAN RELATIONS MEDIA	SUPPLIES	2,397	223.65
0,516,543.00	HUMAN SCIENCES PRESS	SUPPLIES	2,398	18.00
2,000,539.00	I B M	SERVICE	2,399	39.50
0,800,542.00	IBM CORPORATION	SUPPLIES	2,400	4.70
6,000,575.00	ILL BELL TELEPHONE CO	SERVICE	2,401	160.23
0,000,544.01	ILLINOIS ISSUES	SUPPLIES	2,402	42.00
0,000,545.00	THE INDIAN HISTORIAN PRESS	BOOKS	2,403	2.95
0,000,544.01	JOSTENS	SUPPLIES	2,404	280.00
0,000,549.00	JOSTENS	CERTIFICATES	2,405	177.80
2,000,593.00	KISHWAUKEE COLLEGE	TUITION	2,406	576.48
0,600,543.00	LAB GLASS INC	SUPPLIES	2,407	112.36
0,800,530.02	CYNTHIA LAWRENCE	MOVING EXP	2,408	219.00
2,000,541.00	LESLIE PAPER CO	PAPER SUPPLIES	2,409	6,078.45
2,000,550.00	CAROL LINTON	TRAVEL	2,410	15.75
0,500,550.00	DAVID LOVEKIN	TRAVEL 54.00		
0,800,530.03	X X	14.00		
3,000,547.00	LUNDGREN CAMERA CENTERS	PUB RELA	2,411	68.00
			2,412	59.00
8,000,550.00	RONALD MARLIER	TRAVEL	2,413	221.80
0,300,543.00	MEANS SERVICE CENTER	SUPPLIES	2,414	8.00
0,000,530.00	MIDWEST VISUAL EQUIP CO	SERVICE	2,415	45.00
0,713,543.00	MT SAN JACINTO COLLEGE	SUPPLIES	2,416	34.50
0,800,542.00	MULTIGRAPHICS DIVISION	SUPPLIES	2,417	26.58
8,000,550.00	JANET MYHRE	TRAVEL	2,418	50.29
0,300,543.00	NAPA BIXON	SUPPLIES	2,419	5.02
0,000,545.00	NATL EDUCATION STANDARDS	BOOKS	2,420	19.50
0,712,543.00	NATL LEAGUE FOR NURSING	SUPPLIES 434.25		
0,713,543.00	X X X	254.71		
5,000,562.00	NCR CORP	EQUIP RENTAL	2,421	688.96
5,000,541.00	NCR CORP	SUPPLIES	2,422	1,743.93
0,711,550.00	HAROLD NELSON	TRAVEL	2,423	147.00
0,815,543.00	NUESTRO SUBSCR SERVICE	SUPPLIES 10.00	2,424	64.80
0,000,544.01	X X	10.00		
1,500,543.00	NORTHERN ILL LIBRARY SYS	SUPPLIES	2,425	20.00
0,400,543.00	NORTHERN ILL UNIVERSITY	SUPPLIES 10.95	2,426	10.00
0,600,543.00	X X X	38.30		
0,813,543.00	X X X	92.20		
1,051,253.00	NUSBAUM TRANSF & STORAGE	MOVING PIANOS	2,427	146.65

2,000.545.00	GRYX PRESS	BOOKS	2,429	38.75
2,000.545.00	OXFORD UNIV PRESS	BOOKS	2,430	126.95
0,000.545.00	PERFECTION FORM CO	BOOKS	2,431	24.07
2,000.585.00	PORTERS CAMERA STORE	EQUIPMENT	2,432	374.76
0,100.543.00	PRENTICE HALL INC	SUPPLIES	2,433	10.00
0,000.545.00	PUBLISHERS CENTRAL BUREAU	BOOKS	2,434	121.80
8,000.541.00	KAMIC PRODUCTIONS	SUPPLIES	2,435	30.00
0,000.544.02	REYNOLDS LETTERON CO	SUPPLIES	2,436	56.23
3,000.547.00	ROCK VALLEY REVIEW	PUB RELA	2,437	82.25
0,000.545.00	JAMES L RUHLE & ASSOC	BOOKS	2,438	25.00
0,000.542.00	MULTIGRAPHICS DIVISION	SUPPLIES	2,439	60.89
2,000.541.00	SVC BOOKSTORE	MASTER CHARGE SERV	2,440	98.76
0,100.543.00	SVC BOOKSTORE	SUPPLIES 82.63		
0,117.543.00		17.95		
0,200.543.00	X X	39.50		
0,300.543.00	X X	47.82		
0,316.543.00	X X	42.56		
0,400.543.00	X X	17.40		
0,418.543.00	X X	31.00		
0,500.543.00	X X	42.20		
0,511.543.00	X X	12.95		
0,600.543.00	X X	38.85		
0,711.543.00	X X	11.90		
0,712.543.00	X X	6.50		
0,713.543.00	X X	6.50		
,800.543.01	X X	17.87		
0,812.541.01	X X	2.24		
0,813.543.00	X X	44.00		
0,815.543.00	X X	294.77		
0,000.544.02	X X	56.69		
8,000.541.00	X X	9.96		
9,000.541.00	X X	1.18		
1,000.541.00	X X	1.18		
7,000.543.00	X X	25		
0,300.543.00	SVC BUILDING FUND	SUPPLIES	2,441	825.90
0,713.528.00	SVC RESTRICTED PURPOSES FUND	VAN USE	2,442	11.10
2,000.528.00	CATHERINE SEAGREN	TRAVEL	2,443	57.00
3,000.547.00	B R SHAW PRINTING CO	ADS	2,444	10.50
0,714.550.00	STANLEY SHIPPERT	TRAVEL	2,445	7.20
0,000.544.02	SITLERS SUPPLIES	SUPPLIES	2,446	44.10
0,512.543.00	SMITHSONIAN CUSTOMER SERV	SUPPLIES	2,447	190.74
0,800.542.00	GLENN SPUTER	SUPPLIES	2,448	17.95
0,000.545.00	SQUARE DEAL RECORD CO	BOOKS	2,449	53.60
0,800.530.01	STERLING BUS MACHINES	SUPPLIES 11.30	2,450	162.46
0,800.530.02	X X X	34.56		
1,000.541.00	X X X	139.68		
8,000.549.00	X X X	11.73		
2,000.541.00	X X X	10.00		
2,000.539.00	X X X	41.75		
2,000.585.00	X X X	501.75		
0,000.544.01	STERLING BUS MACHINES	SUPPLIES 19.56	2,451	758.71
0,000.585.00	X X X	FILE 119.59	2,452	139.15
0,000.544.02	STERLING CAMERA CENTER	SUPPLIES	2,453	56.60
0,310.538.00	STERLING SCHOOL OF BEAUTY	COSMETOLOGY	2,454	211.12

	VOID	LATINO DAY	2,455
3,000.550.00	SUTTONS QUALITY MEATS	VOID	2,456
	VOID CHECK		106.53
			2,457
3,000.549.00	SWARTLEYS GREENHOUSE	COMMENCEMENT	2,458
2,000.545.00	TEACHING AIDS INC	BOOKS	2,459
2,714.543.00	CHARLES C THOMAS PUBL	SUPPLIES	2,460
2,000.543.00	ROBERT THOMAS	TRAVEL	2,461
2,318.543.00	TITLE PRESS	SUPPLIES	2,462
3,000.547.00	TIMBER LAKE PLAYHOUSE	PUB RELA	2,463
2,000.545.00	TRAINEX CORP	BOOKS	2,464
3,000.541.00	UARCO	SUPPLIES	2,465
2,000.545.00	FREDERICK UNGAR PUBL CO	BOOK	2,466
2,300.543.00	UNITED TOOL CORP	SUPPLIES	2,467
2,000.545.00	UNIV OF WASHINGTON PRESS	BOOKS	2,468
2,000.541.00	VERNON MCMLLAIN INC	SUPPLIES	2,469
2,000.545.00	VISUALCRAFT INC	EQUIPMENT	2,470
2,000.544.02	W I D L	SUPPLIES	2,471
2,000.547.00	W I X N	PUB RELA	2,472
2,000.547.00	W J V M	PUB RELA	2,473
2,000.547.00	W S D R	PUB RELA	2,474
2,800.530.03	MALACHY WALSH	LOVEKIN CONF	2,475
2,000.531.00	WARD WARD CASTENDYCK---	LEGAL SERVICES	2,476
2,000.545.00	WEST PUBL CO	BOOKS	2,477
2,000.545.00	WESTVIEW PRESS INC	BOOKS	2,478
713.543.00	JOHN WILEY & SONS INC	SUPPLIES	2,479
.612.550.01	RONALD WILLIAMS	TRAVEL	2,480
2,000.544.01	H W WILSON CO	SUPPLIES	2,481
2,000.544.03	XEROX CORP	SUPPLIES	2,482
2,000.545.00	LISTENING LIBRARY	BOOKS	2,483
1,316.543.00	SVC IMPREST FUND	MISC EXPENSES	2,484
4,600.543.00	SVC PETTY CASH FUND	SUPPLIES 11.68	
1,813.543.00	X X	1.63	
	X X	2.00	2,485
			14.71
		TOTAL BILLS	33,575.34

Cks. #2,339 - 2,347

312,894.00

TOTAL EDUCATIONAL FUND FOR JULY

\$ 345,469.34

BUILDING FUND

00-000-130	SVC EDUCATIONAL FUND	Loan repayment	5,131	\$ 50,000.00
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0,000.544.00	ADVANCE PRODUCTS CO	SUPPLIES	5,132	26.56
1,000.530.00	AUDIOPHILE COMMUNICATIONS	SERVICE	5,133	25.00
0,000.544.00	DIXON EVENING TELEGRAPH	AD	5,134	7.20
6,000.573.00	COMMONWEALTH EDISON	SERVICE	5,135	8,505.25
0,000.544.00	CRESCENT ELECTRIC SUPPLY	SUPPLIES	5,136	29.00
0,000.544.00	DIXON PAINT CO	SUPPLIES	5,137	49.14
8,088.544.98	DIXON SWIMMING POOL SUPPLY	SUPPLIES	5,138	110.00
0,000.544.00	FAIRFAX HARDWARE	SUPPLIES	5,139	2.87
1,000.530.00	FISHER CONTROLS CO	SUPPLIES	5,140	30.81
0,000.544.00	FYR FYTER SALES & SERV	SERVICE	5,141	129.65
0,000.550.00	W W GRAINGER INC	SUPPLIES	5,142	30.92
0,000.544.00	GLADYS QUNTLE	TRAVEL	5,143	4.20
0,000.544.00	HOME LUMBER CO	SUPPLIES	5,144	37.12
0,000.544.00	HONEYWELL INC	SUPPLIES	5,145	1.63
0,000.544.00	LEE FS INC	SUPPLIES	5,146	253.09
0,000.544.00	LINCOLN RENTALL & SALES	SUPPLIES	5,147	18.44
0,000.544.00	MORGAN LINEN SERVICE	SUPPLIES	5,148	82.72
0,000.544.00	MOTT BROS CO	SUPPLIES	5,149	68.83
1,000.571.00	NORTHERN ILL GAS CO	SERVICE	5,150	207.45
1,000.571.00	NORTHERN ILL GAS CO	SERVICE	5,151	5,351.73
0,000.544.00	E T PADDOCK ENTERPRISES	SUPPLIES	5,152	372.00
0,000.544.00	PRESSCOTTS	SUPPLIES	5,153	370.00
0,000.587.00	RATZLAFF FORD TRACTOR SALES	TRACTOR	5,154	5,985.00
1,000.530.00	ROCK VALLEY DISPOSAL	SERVICE	5,155	62.00
0,000.544.00	RUNNING BOARDS INC	SUPPLIES	5,156	185.00
0,000.544.00	SVC EDUC FUND	SUPPLIES	5,157	59.72
0,000.544.00	SORENSEN BLDG SERVICES	SUPPLIES	5,158	339.85
0,000.544.00	STERLING PRO TECK ALARM	SUPPLIES	5,159	40.00
0,000.544.00	TACO PARTS DISTR CO	SUPPLIES	5,160	77.64
0,000.544.00	WERMERS	SUPPLIES	5,161	17.48
0,000.544.00	WOODS BROS	SUPPLIES	5,162	34.80
0,000.544.00	SVC IMPREST FUND	MISC EXPENSES	5,163	11.68

TOTAL BUILDING FUND FOR JULY

\$ 72,531.78

BE CHARGED TO 1977-78 FISCAL YEAR

SITE AND CONSTRUCTION FUND

)-000-460.01	SHARON U. THOMPSON	Taxes	600	\$ 6,400.46
)-000-584	AGEFA GEVAERT REX, INC.	Equipment	601	<u>439.94</u>

TOTAL SITE & CONSTRUCTION FUND FOR JULY \$ 6,840.40

WORKING CASH FUND

ROCK FALLS NATIONAL BANK	Investment	8	\$ 19,718.34
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TOTAL WORKING CASH FUND FOR JULY \$ 19,718.34

192-000-544	United Parcel Service	Service	4310	33.51
120-000-543	Illinois Historic Sites Fund	Book	4311	6.00
120-000-544-01	Illinois Library Assoc.	Library Supplies	4312	50.00
192-000-544	Postmaster	Postage	4313	25.00
182-000-541	N A C U B O	Supplies	4314	18.00
138-000-541	Superintendent of Documents	Supplies	4315	48.00
192-000-544	United Parcel Service	Service	4316	3.85
182-000-541	ICCTA Office	Booklets	4317	5.25
138-000-550	Only Spirit Mountain	Travel	4318	39.00
120-000-545	U.S. Government Printing Off..	Books	4319	300.00
182-000-541	Arthur B. Hollander	Book	4320	14.95
192-000-544	United Parcel Service	Service	4321	2.00
110-712-543	Jan Kime	Supplies	4322	12.84
270-000-544	Higley Chemical Company	Supplies	4323	9.68
138-000-541	D. Sprenkle, Treas.; MASFAA	Dues	4324	15.00
120-000-545	Enoch Pratt Free Library	Books	4325	7.50
182-000-541	City Nat'l Bank & Trust Co.	Bank Charge	4326	4.00
110-800-514-03	Philip Osborn	Part Time Salary	4327	24.00
200-000-499	Leona Grossman	Misc. Revenue	4328	2.00
110-300-550	Carrier Air Conditioning Co.	Meeting Expense	4329	150.00
120-000-544-02	Clairmont Transfer Co.	Supplies	4330	23.78
110-316-543	Early Learning Center	Book	4331	6.50
138-000-541	Superintendent of Documents	Book	4332	2.00
192-000-544	Postmaster	Postage	4333	100.00
192-000-544	United Parcel Service	Service	4334	10.19
191-000-549	Marilyn Vinson	Supplies	4335	6.35
110-600-543	Pergamon Press	Subscription	4336	11.00
110-811-541-01	Seabury Service Center	Book	4337	2.50
110-811-541-01	Change	Subscription	4338	18.00
182-000-541	Nat'l Market Reports, Inc.	Subscription	4339	20.00
110-300-543	Superintendent of Documents	Supplies	4340	2.00
110-300-543	American Welding Society	Supplies	4341	3.00
192-000-544	United Parcel Service	Service	4342	7.42
				<u>\$983.32</u>

EDUCATIONAL FUND - \$971.64

BUILDING FUND - 11.68\$983.32

Balance on Hand	\$2,040.68
Disbursements	<u>983.32</u>
Total in Fund	<u>\$3,024.00</u>

SAUK VALLEY COLLEGE

APPROVED BY

William E. Seegle
PRESIDENT

Kay E. Fischer
SECRETARY
DATE July 24, 1978