

SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

Third Floor Board Room

April 24, 1989

7:00 p.m.

- A. Call to Order
- B. Roll Call
- C. Communication from Visitors
- D. Approval of Minutes
- E. Election of Board Secretary
- F. President's Report
  - 1. Susan Van Weelden Letter
  - 2. DCC Letter
  - 3. MLT Accreditation Renewal
  - 4. Endowment Challenge Grant
  - 5. MIS
  - 6. ICCTA Faculty of the Year Nominee
  - 7. Faculty Search Update
  - 9. Policies of the Month
- G. Financial Reports and Actions
  - 1. Treasurer's Report
  - 2. Bills Payable
  - 3. Payroll
  - 4. Budget Report
  - 5. Protection, Health, and Safety Roofing Project
  - 6. Roofing Bids Opening
  - 7. Dixon Correctional Center Contract
- H. Executive Session
- I. Personnel Recommendations
  - 1. Board Vacancy
  - 2. Leave of Absence Request
  - 3. Director of Marketing and Public Relations
  - 4. Director of Sports Information and Head  
Men's Basketball Coach
- J. Other Actions
  - 1. Edie Peterson Resolution
  - 2. Anne Horton and Lauren Frederick Resolutions
  - 3. Drug-Free Workplace Policy - First Reading
  - 4. Trustee Election, etc. - Second Reading
- K. Reports
  - 1. Student Trustee
  - 2. ICCTA Representative-April 26 Meeting
  - 3. Foundation Liaison
  - 4. Board Chair
- L. Discussion
  - Presidential Evaluation Form
- M. Time of Next Meeting

SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING MINUTES

April 24, 1989

The Board of Trustees of Sauk Valley Community College met in regular meeting at 7:00 p.m. on April 24, 1989 in the third floor Board Room of Sauk Valley Community College, 173 Illinois Route #2, Dixon, Illinois.

Call to Order: Chair Andersen called the meeting to order at 7:00 p.m. and the following members answered roll call:

Richard Groharing	William Simpson
Robert Wolf	William Yemm
Ed Andersen	Doug Johnson

Absent: Joe McDonald (arrived later)

SVCC Staff: President Richard L. Behrendt  
Dean Robert Edison  
Dean John Sagmoe  
Dean Virginia Thompson  
Secretary to the Board Marilyn Vinson

Secretary Pro-tem: Chair Andersen appointed Richard Groharing Secretary Pro-tem.

Minutes: It was moved by Member Simpson and seconded by Member Groharing that the Board approve the regular minutes of the March 27 meeting and the minutes of the special meeting held on April 10. In a roll call vote, all voted aye. Motion carried. Student Trustee Johnson advisory vote: aye.

Resolution: Former Trustee, Edie Peterson, was present and Chair Andersen presented the attached resolution to her which expressed the appreciation of the Board for her service as a Trustee and wished her personal health and success in her future endeavors.

President's Report: President Behrendt reported on the following: Susan Van Weelden's resignation letter as Director of the Center for Business and Economic Development; the letter from the Illinois Department of Corrections which congratulated Rhea Edge for the fine quality of the SVCC Educational Program at the Correctional Center; that the MLT Program's

accreditation had been recommended for renewal; that the Endowment Challenge Grant had raised over \$40,000 to date; the status of the college Management Information System; that Sauk Valley had nominated Mary Weller as the college nominee for the ICCTA Faculty of the Year program; and that interviews would be held next week for the math and English vacancies.

Policies of the Month:

The Board discussed the policies of the month and whether or not officers should be elected every year. It was moved by Member Wolf and seconded by Member Yemm that the policy remain the same with officers being elected every year. In a roll call vote, the following vote was recorded: Ayes: Members Simpson, Wolf, and Yemm. Nays: Members Andersen and Groharing. Motion carried. Student Trustee Johnson advisory vote: aye.

Treasurer's Report:

It was moved by Member Groharing and seconded by Member Simpson that the Board approve the Treasurer's Report as presented. Motion voted and carried. Student Trustee Johnson advisory vote: aye.

Bills Payable:

It was moved by Member Wolf and seconded by Member Yemm that the Board approve bills in the following amounts:

Educational Fund	522,727.25
Building Fund	33,561.42
Protection, Health and Safety Fund	3,114.44
Investment Fund	255,000.00
Liability Fund	11,492.70

In a roll call vote, all voted aye. Motion carried. Student Trustee Johnson advisory vote: aye.

Payroll:

It was moved by Member Groharing and seconded by Member Simpson that the Board approve the March 31 payroll in the amount of \$182,636.43 and the April 1 payroll in the amount of \$182,701.70. In a roll call vote, all voted aye. Motion carried. Student Trustee Johnson advisory vote: aye.

Roofing  
Project Bids:

Roofing Project bids were opened by College architect Don Turner. It was then moved by Member Groharing and seconded by Member Simpson that the Board accept the low bid of Bennett & Brosseau Roofing of Kankakee to complete the second phase of the roof repairs with work to begin within 30 days. In a roll call vote, all voted aye. Motion carried. Student Trustee Johnson advisory vote: aye.

DCC Contract:

It was moved by Member Groharing and seconded by Member Yemm that the Board approve the tentative contract between the College and the Dixon Correctional Center for the College to continue to provide educational services for the 1989-90 year. In a roll call vote, all voted aye. Motion carried. Student Trustee Johnson advisory vote: aye.

Retirement  
Resolutions:

It was moved by Member Groharing and seconded by Member Wolf that the Board approve the attached resolutions honoring Anne Horton and Lauren Frederick who will be retiring at the end of this semester. In a roll call vote, all voted aye. Motion carried. Student Trustee Johnson advisory vote: aye.

Drug-Free Work-  
Place Policy:

It was moved by Member Simpson and seconded by Member Groharing that the Board approve the attached policy on a Drug-Free Workplace for first reading. In a roll call vote, all voted aye. Motion carried. Student Trustee Johnson advisory vote: aye.

Trustee Election,  
Vacancies, and  
Compensation  
Policies:

It was moved by Member Groharing and seconded by Member Simpson that the Board approve for second reading the revised policies on Trustee Elections, Vacancies, and Compensation. In a roll call vote, all voted aye. Motion carried. Student Trustee Johnson advisory vote: aye.

Reports:

Student Trustee Johnson reported that the Student Senate "Spring Fling" will be held on May 3 on the back lawn of the college.

Chair Andersen reminded the Trustees that Sauk would host the ICCTA regional meeting to be held at the college on Wednesday, April 26 with David Pierce, Executive Director of the ICCB, as the guest speaker.

Foundation liaison Yemm reported that at the last meeting the Foundation heard a status report on the Challenge Grant, approved a formal evaluation procedure for their executive director, and agreed to award Honors Program scholarships in the amount of \$1,000.

Executive Session: At 7:50 p.m. it was moved by Member Groharing and seconded by Member Yemm that the Board adjourn to executive session to discuss the appointment, employment or dismissal of an employee. In a roll call vote, all voted aye. Motion carried. Student Trustee Johnson advisory vote: aye.

Regular Session: At 8:30 p.m. the Board returned to regular session.

Leave of Absence: It was moved by Member Yemm and seconded by Member Groharing that the Board grant a leave of absence without pay to Jolene Leseman for the fall semester of 1989 in order for her to pursue her Master's Degree. Jolene will not teach any classes but will continue her coaching duties in women's volleyball and basketball and be paid for her coaching duties. In a roll call vote, all voted aye. Motion carried. Student Trustee Johnson advisory vote: aye.

Director of Marketing and Public Relations: It was moved by Member Groharing and seconded by Member Simpson that the Board approve the appointment of Kristin L. Olsen to the position of Director of Marketing and Public Relations, effective July 1, 1989, at a salary of \$32,500 per year. In a roll call vote, all voted aye. Motion carried. Student Trustee Johnson advisory vote: aye.

Director of  
Sports  
Information  
and Head Men's  
Basketball  
Coach:

It was moved by Member Groharing and seconded by Member Simpson that the Board approve the appointment of Russ Damhoff to the half-time administrative position of Director of Sports Information and Head Men's Basketball Coach at the first step of the Director III range (currently \$12,500 per fiscal year), effective July 1, 1989. In a roll call vote, all voted aye. Motion carried. Student Trustee Johnson advisory vote: aye.

Executive  
Session:

At 8:35 p.m. it was moved by Member Wolf and seconded by Member Groharing that the Board adjourn to executive session to consider the appointment of a Board of Trustees member. In a roll call vote, all voted aye. Motion carried. Student Trustee Johnson advisory vote: aye.

The Board then interviewed four candidates who had sent written applications to be considered for the Board vacancy.

Arrival:

Member Joe McDonald arrived during this session at approximately 9:00 p.m.

Regular Session:

The Board returned to regular session at 10:15 p.m.

Appointment of  
Board Member:

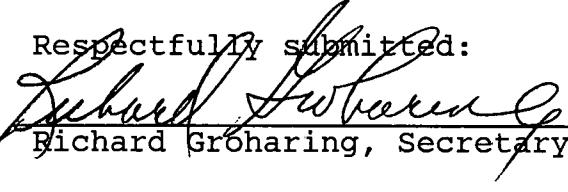
It was moved by Member Simpson and seconded by Member Groharing that the Board approve the appointment of Thomas Densmore to the SVCC Board of Trustees. In a roll call vote, the following was recorded: Ayes: Members Groharing, Simpson, Wolf, Yemm, and Andersen. Nays: Member McDonald. Motion carried. Student Trustee Johnson advisory vote: Nay.

Adjournment:

Since the scheduled business was completed, it was moved by Member Simpson and seconded by Member Yemm that the Board adjourn. Motion voted and carried. Student Trustee Johnson advisory vote: aye. The next regular meeting of the Board will be on May 22, 1989 at 7 p.m. in the third floor Board Room.

The Board adjourned at 10:20 p.m.

Respectfully submitted:

  
Richard Groharing, Secretary Pro-tem

# CENTER FOR BUSINESS AND ECONOMIC DEVELOPMENT

AT SAUK VALLEY COMMUNITY COLLEGE

SUSAN VAN WEELEN  
DIRECTOR  
815 / 288-5605

173 IL ROUTE 2  
DIXON, IL 61021-9110  
815 / 288-5511



March 27, 1989

Dr. Richard Behrendt  
Dr. Virginia Thompson  
Sauk Valley Community College  
173 IL Rt. 2  
Dixon, IL 61021-9112

Dear Richard and Ginny:

Please be advised that I have accepted the position of Director of the Business Training Center at McHenry County College in Crystal Lake. I am resigning; as of Friday, May 12, 1989, my position as Director of the Center for Business and Economic Development at Sauk Valley Community College.

It is an understatement to say that I have thoroughly enjoyed my position as Center Director and that I have appreciated the opportunity to work here and serve the SVCC district. When I began working for SVCC as a part-time instructor (Fall '77), I never imagined that I would progress to the position I now have. This progress was possible because of the encouragement, support, and cooperation of the entire SVCC staff. The SVCC staff is, in my opinion, of the highest quality.

I will truly miss my friends and co-workers at SVCC and hope I experience similar support and cooperation during my employment at McHenry County College. Thank you.

Warmest Personal Regards,

A handwritten signature in cursive script that appears to read "Susan".

Susan Van Weelden

clf



ILLINOIS  
DEPARTMENT  
OF  
CORRECTIONS

Dr. Behrendt.

Agenda Item F-2

DC 171  
IL 426-1

# MEMORANDUM

Date: April 12, 1989

To: Rhea Edge  
College Coordinator

From: William Johnston *William Johnston*  
Educational Administrator

Subject: Appreciation

As the fiscal year comes to a close, I have taken time to review the progress that has been made with educational programs at the Dixon Correctional Center. All too often we forget that quality programs evolve from quality leadership, and we neglect to acknowledge credit to individuals for their hard work.

Since you have assumed administration leadership of the Sauk Valley programs at the Dixon Correctional Center, I have been cognizant of a steady improvement in program quality and student attendance. Class sizes have been maintained at a steady level, much improved over the declining enrollments we had seen in the past. Attendance percentage has risen appreciably; to be specific it has risen from the mid 50's to the mid 90's.

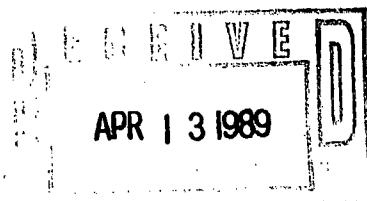
The quality of programs has also improved measurably. Inmates now enrolled in Sauk Valley courses will find the requirements as stringent as those found on campus. The instructors are doing an excellent job, and I feel it is due directly to your excellent leadership.

Congratulations on a job well done. It is definitely a pleasure working with someone of such high caliber as yourself; it certainly makes my job much less cumbersome.

WJ/ms

cc: Dr. Virginia Thompson

file



107.01 Organization and Meeting of the Board of Trustees

After each election of members, the Board will meet on or before the first Monday in December to certify the election results and organize by electing a Chairman, Vice-Chairman, and a Secretary, each for one-year terms. Other reorganizational activities such as the following shall also be completed:

- Appoint the Treasurer
- Appoint the attorney for the district
- Designate the bank depositories
- Designate regular monthly date for Board meetings
- Pass a resolution to reconfirm existing policies and regulations

On alternate years, said election of the officers of the Board shall be held at the November meeting.

The Board shall meet at the college in regular session on the fourth Monday of each calendar month except when changes are announced in advance. Meetings will be scheduled for 7:00 p.m. unless otherwise announced in advance.

Revised 3/23/81  
Revised 7/27/81  
Revised 10/24/83  
Revised 8/27/84  
Updated 3/23/87

108.1 Duties and Responsibilities of Board Officers

- A) Chairman: The Chairman shall preside at all meetings and shall perform such duties as are imposed upon that office by law or by action of the Board.
- B) Vice-Chairman: The Vice-Chairman shall serve in the Chairman's absence.
- C) Secretary: The secretary of the Board shall perform the usual duties pertaining to his/her office. If he/she is absent from any meeting or refuses to perform his/her duties, a member of the Board shall be appointed secretary *pro tempore*.

Clerical duties for the Board are performed by a support staff person employed at the college, who is called Secretary to the Board. This person attends all meetings and records all official business of the Board, as well as represents the Board in working with local election officials in all Board elections and referenda.

- D) Treasurer: The Board shall appoint a Treasurer for the District who shall not be a member of the Board. The Board shall determine the compensation of the Treasurer and require that a bond be executed as required by the Illinois Public Community College Act.

For Board Meeting  
of April 24, 1989

Agenda Item G-5

PROTECTION HEALTH AND SAFETY ROOFING PROJECT

Last September, the Board approved a Tax Levy under the Protection Health and Safety Act to allow us to begin re-roofing the college on a three year basis. During this second year, the levy will raise approximately \$342,000. However, as the attached memo from Dean Edison outlines, if we wait for the money to arrive the project would actually be delayed a year. Therefore, we would like to begin the project by using currently available funds as certificates of deposit expire and then replace that funding whenever the new levy monies arrive.

**RECOMMENDATION:** Board approval to expedite the roofing project through the approval of the temporary borrowing of other college funds not to exceed \$342,000 with those funds to be replaced by the receipt of the 1988 Protection Health and Safety monies.

**MEMORANDUM**

TO: Dr. Behrendt

FROM: Robert Edison

*Brb*

DATE: April 12, 1989

SUBJECT: Life & Safety Project for  
Board Meeting 4/24/89

The Board of Trustees approved a Life Safety Project for Sauk Valley Community College at its meeting of September 26, 1988. This Project was to involve a new roof and interior repairs for a portion of our permanent building facility. The Board of Trustees at its meeting on March 27, 1989, approved a bid opening date of April 24, 1989.

This Project was processed through the architect and the Illinois Community College Board and has resulted in a tax levy for 1988 of \$342,000, or 5% of equalized assessed valuation, whichever is less.

Inasmuch as taxes in our community are normally received in July and December of the succeeding calendar year, it is apparent that we will have completed our Roofing Project prior to the receipt of taxes that will pay for this Project.

Inasmuch as it was decided last year that the roof repairs should be completed as soon as possible, I would like to recommend that the Board of Trustees pass a resolution to approve the temporary borrowing of funds to pay the contractual obligations pending the receipt of the 1988 taxes.

n

For Board Meeting  
of April 24, 1989

Agenda Item G-6

ROOFING PROJECT BIDS

Bids for roof repairs will be opened by the architect at the Board meeting for approval by the Board of Trustees.

**RECOMMENDATION:** Board approval to award the roofing contract to the lowest responsible bidder.

For Board Meeting  
of April 24, 1989

Agenda Item G-7

DIXON CORRECTIONAL CENTER CONTRACT

We have negotiated a tentative 1989-90 contract with the Department of Corrections for the Sauk Valley Educational Program at the Dixon Correctional Center. Aside from the changes outlined in Dean Thompson's memo, the contract remains virtually the same as last year's.

**RECOMMENDATION:** Board approval of the negotiated contract to continue to provide educational services at the Dixon Correctional Center for 1989-90.



**MEMORANDUM**

DATE: April 20, 1989

TO: Dr. Behrendt

FROM: Virginia Thompson *js*

SUBJECT: Dixon Correctional Center Budget - FY 90

Attached is the proposed 1989-90 Dixon Correctional Center Educational Program budget. The following figures should be used to compare 88-89 and 89-90.

	<u>88-89</u>	<u>89-90</u>
Personal Services	\$320,851	\$332,508
Fringe	33,555	32,424
Equipment	-0-	-0-
Commodities	30,500	32,100
Travel	2,700	2,900
Other	<u>38,438</u>	<u>43,918</u>
	<u>\$426,044</u>	<u>\$443,850</u>

In the 89-90 budget the indirect cost is figured at 10% of the total less the administrative cost which will provide SVCC with \$32,368. The above budget for 89-90 continues the same educational programs and services at the Dixon Correctional Center.

I recommend that the proposed contract with a total expenditure of \$443,850 be approved by the Board of Trustees. Upon Board approval we need your signature and the signature of the Board Chairman on the agreement.

VT/js

Attachment

For Board Meeting  
of April 24, 1989

Agenda Item I-1

BOARD VACANCY

Following an executive session during which Board candidates will be interviewed, it will be necessary for the Board to vote in open session which candidate they choose to appoint to the vacancy created by Edie Peterson's resignation.



815 / 288-5511

# **Sauk Valley Community College**

173 IL ROUTE 2  
DIXON, IL 61021-9110

## MEMORANDUM

To: SVCC Board of Trustees Date: April 20, 1989  
From: Richard L. Behrendz Subject: Board Vacancy

Near the close of work on Friday, April 21, when I am certain I have received all applications for the Board vacancy, I will send you a memo, their letters of application, and a list of suggested questions. Thus far, we have received four applications.

For Board Meeting  
of April 24, 1989

Agenda Item I-2

**LEAVE OF ABSENCE REQUEST**

According to Board Policy 420.01, the Board of Trustees may approve a leave of absence for the purpose of professional development. Jolene Leseman, instructor of physical education, has requested such a leave without pay for the fall semester of the 1989-90 school year in order to pursue her Master's Degree which should be completed by the spring of 1990. If this request is granted, she will teach no classes, but will continue her coaching duties in women's volleyball and women's basketball and be paid only for those coaching duties.

**RECOMMENDATION:** Board approval to grant a leave of absence without pay for the fall semester of 1989 to Jolene Leseman under the conditions outlined above.

For Board Meeting  
of April 24, 1989

Agenda Item I-3

DIRECTOR OF MARKETING AND PUBLIC RELATIONS

The Director of Marketing and Public Relations Committee has concluded its work and has recommended the appointment of Ms. Kristin L. Olsen to the position of Director of Marketing and Public Relations, effective July 1, 1989.

Ms. Olsen has indicated her tentative agreement, pending Board approval of this appointment.

RECOMMENDATION: Appointment of Ms. Kristin L. Olsen to the position of Director of Marketing and Public Relations at Sauk Valley Community College, effective July 1, 1989, at a salary of \$32,500 per fiscal year.

Kristin L. Olsen

Recommendation Report

ANNOUNCEMENT PROCESS: The Director of Marketing and Public Relations position was advertised in the following manner:

1. Internally, announcement of the vacancy was distributed throughout the institution.
2. The vacancy was advertised in all the local newspapers.
3. The job vacancy notice was sent to all Illinois Community Colleges.
4. The vacancy was advertised in two editions of the Chronicle of Higher Education.
5. The position was advertised once in "Career Line" in the College Times.
6. The position was also advertised in the American Marketing Association magazine.

APPLICATION PROCESS: 95 applications were received during the time of the announcement process.

SELECTION PROCESS: A committee composed of two faculty, Ed Beatty from English and Dr. Carl Gates from Marketing/Business; the Director of Admissions, Doug Bannon; the Assistant Dean of Allied Health and Community Services, Dick Holtam; the Director of Planning and Resource Development, Karen Kylen; and the President reviewed the applications of qualified candidates. The candidates were screened to ten whose references were checked and further cut to four who were invited to the campus for interviews. One of the four declined and three were interviewed. In addition to the interviews with the Selection Committee, each candidate met with the College Deans, full-time and part-time staff in the Office of Marketing and Public Relations, and other faculty and staff during an open forum.

As a result of this process, Ms. Kristin Olsen was selected as the outstanding candidate to be recommended as the Director of Marketing and Public Relations.

QUALIFICATIONS: Ms. Olsen holds two Bachelor's degrees from Pitzer College in California in the fields of Communications and in Anthropology. In addition, she holds a Master of Science degree in Journalism from Northwestern University, a Master of Arts degree in Inter-Disciplinary Consciousness Studies from

John F. Kennedy University in California and is currently completing a third Master's degree in Holistic Health Education--also from JFK University.

Ms. Olsen has worked in similar positions to this one at two colleges/universities in California--for four years she was Director of Alumni and Communications and the Alumni Coordinator at Pitzer College in Claremont, California, and for nine years was the Director of Communications for JFK University in California.

Ms. Olsen's references were consistently very positive. Colleagues, supervisors and administrative staff all spoke highly of her capabilities. Strengths mentioned most often included energy, loyalty, a wealth of knowledge, high standards, creativity, and the ability to set priorities. She has a breadth of experience and is respected, admired and well-liked by colleagues, employees, and supervisors. These references were obtained via telephone calls with four colleagues and/or supervisors from Pitzer College and JFK University.

**PERSONAL QUALIFICATIONS:** Ms. Olsen is likeable and has a delightful sense of humor. She is positive in her outlook and wants to return to her roots in Illinois. She is emphatic in wanting to leave California and come to a more rural area such as ours. Her engaging personality and her skills and experience should create an even more positive public image for Sauk Valley Community College.



Kristin L. Olsen

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February 13, 1989

Dr. Richard L. Behrendt, President  
Sauk Valley Community College  
173 Illinois Route 2  
Dixon, Illinois 61021

Dear Dr. Behrendt:

Enclosed is my resume in application for the position of Director of Marketing and Public Relations. I have extensive background in college public relations administration in general and marketing communications in particular.

My recent experience includes supervising media relations, managing university advertising, planning and managing the marketing budget and coordinating other marketing functions.

I have produced major and minor college publications, organized events and volunteer projects, and done extensive writing and editing. In fact, my first book will be published by Simon & Schuster this Fall.

My strengths as an administrator are building staff teams, organizing systems, and bridging dissimilar interests to facilitate expedition and optimum results. I am a trouble-shooter and peace-maker.

Most important, I was born and raised in the shadow of College of Dupage. I have had enough of earthquakes and Ecotopia and want to return to my Illinois roots.

Should my experience and background match your position requirements, I look forward to hearing from you.

Sincerely,

Kristin L Olsen

Orinda, CA 94563  
(home/message)

For Board Meeting  
of April 24, 1989

Agenda Item I-4

DIRECTOR OF SPORTS INFORMATION AND  
HEAD MEN'S BASKETBALL COACH

As the Board is aware, we need to make a staffing addition in the area of athletics and men's basketball.

First, we have never had a person assigned to provide sports information and, with the Director of Public Information position changed to Marketing and Public Relations, there will likely be even less time to provide support in the area of sports information. Furthermore, increased success in athletics has created a greater need for providing sports information. Second, the Athletic Booster Club has been started within the past two years and thus is an added duty for someone. Unless we find a person to specifically be responsible for these fund-raising efforts, little progress will be made. Finally, our intra-mural athletics program is virtually non-existent and we do not have a full-time coordinator of student activities who would normally be charged with this responsibility.

Given these administrative needs and the capabilities of our part-time head men's basketball coach, Russ Damhoff, it seems logical to combine these duties into a half-time administrative position for him, effective July 1, 1989. Mr. Damhoff would be responsible to the Dean of Student Services for sports information, the Athletic Booster Club, and intra-mural athletics but would continue to be responsible to the athletic director as head men's basketball coach.

This would be a half-time administrative position at the Administrative II (assistant directors, coordinators) entry level which would currently mean a half-time salary of \$12,500 per fiscal year. The funding for this position could be obtained with the reallocation of current monies. Specifically, the \$12,500 would be obtained as follows:

\$3,300-----	Projected basketball coaching stipend for 89-90
3,200-----	Transferred from the Office of Public Information
3,200-----	Transferred from the Athletic Booster Club Fund
2,800-----	Transferred from Student Activities budget
<hr/> <u>\$12,500-----</u>	Total

RECOMMENDATION: Appointment of Russ Damhoff to the half-time administrative position of Director of Sports Information and Head Men's Basketball Coach at a salary of \$12,500 per fiscal year, effective July 1, 1989.

For Board Meeting  
of April 24, 1989

Agenda Item J-1

EDIE PETERSON RESOLUTION

The attached resolution for Edie Peterson is presented  
for Board approval.

RECOMMENDATION: Board approval of the attached resolution  
for Edie Peterson.

# Sauk Valley College

April 24, 1989

## Resolution

EDIE PETERSON

WHEREAS,

Edie Peterson has served as a Sauk Valley Community College Trustee for over three years in a consistent and supportive manner, and

WHEREAS,

Edie earned the respect of her colleagues on the Board and supporters from her community for her personal commitment and thoughtful perception in the pursuit of this service,

NOW  
THEREFORE  
BE IT  
RESOLVED:

that the Board of Trustees extend to Edie its sincere appreciation for her past service and best wishes for personal health and success in all her future endeavors.

SAUK VALLEY COMMUNITY COLLEGE  
BOARD OF TRUSTEES DISTRICT #506

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For Board Meeting  
of April 24, 1989

Agenda Item J-2

ANNE HORTON AND LAUREN FREDERICK RESOLUTIONS

The attached resolutions for Anne Horton and Lauren Frederick are submitted for Board approval. They will be formally presented at their retirement reception to be held in the East Mall at 2:30 p.m. on May 3, 1989.

RECOMMENDATION: Board approval of the attached resolutions for Anne Horton and Lauren Frederick.

# Sauk Valley College

April 24, 1989

## Resolution

ANNE HORTON

WHEREAS,

Anne Horton has served Sauk Valley Community College for over 20 years as a valued faculty member, and

WHEREAS,

Anne has performed at a consistently high level as a model and standard for her colleagues, and

WHEREAS,

Anne has endeared herself to the college for her extended tenure, commitment, and loyalty,

NOW  
THEREFORE  
BE IT  
RESOLVED:

that the Board of Trustees extend to Anne Horton its sincere appreciation for her dedication and years of service and best wishes for the future.

SAUK VALLEY COMMUNITY COLLEGE  
BOARD OF TRUSTEES DISTRICT #506

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# Sauk Valley College

April 24, 1989

## Resolution

LAUREN FREDERICK

WHEREAS,

Lauren Frederick has served Sauk Valley Community College for 20 years as a valued faculty member, and

WHEREAS,

he has performed at a consistently high level as a model and standard for his colleagues, and

WHEREAS,

Lauren has gained the respect of Sauk Valley Community College staff and students for his extended tenure, commitment, and loyalty,

NOW  
THEREFORE  
BE IT  
RESOLVED:

that the Board of Trustees extend to Lauren Frederick its sincere appreciation for his dedication and many years of service and best wishes for the future.

SAUK VALLEY COMMUNITY COLLEGE  
BOARD OF TRUSTEES DISTRICT #506

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For Board Meeting  
of April 24, 1989

Agenda Item J-3

**DRUG-FREE WORKPLACE POLICY--FIRST READING**

On November 18, 1988, the United States Congress enacted the Drug-Free Workplace Act of 1988 which requires that all grantees receiving grants from any federal agency certify to that agency that they will maintain a drug-free workplace by taking certain required actions. Therefore, in order for Sauk to continue receiving federal grants--including student aid funds--it is necessary for us to have the attached policy in place.

**RECOMMENDATION:** Board approval of the attached Drug-Free Workplace Policy for first reading.

## DRUG-FREE WORKPLACE POLICY

### FIRST READING

In accordance with P.L. 100-690, the Drug-Free Workplace Act of 1988, it is the policy of Sauk Valley Community College that its workplace be drug-free.

1. A Notice to Employees complying with the provisions of the Drug-Free Workplace Act of 1988 shall be distributed to each employee of the college.

#### NOTICE TO EMPLOYEES REGARDING DRUG-FREE WORKPLACE

A. The unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited in campus buildings, on campus grounds, or in any other workplace designated for college employees.

B. Within thirty (30) days of receiving notice of a violation of paragraph 1 (above) the college shall institute appropriate disciplinary action. This action could include, but is not limited to, dismissal. The college may also require an employee who violates this policy to participate satisfactorily in an employee assistance program or a substance abuse assistance or rehabilitation program.

C. As a condition of his or her employment, each employee shall abide by the terms contained in this Notice.

D. Employees, as a condition of employment, are required to notify the College of any criminal drug conviction resulting from a violation occurring at the workplace no later than five (5) days after each conviction.

E. The College shall notify the appropriate federal agency from which it receives grant monies of an employee conviction within ten (10) days after receiving notice of such a conviction.

F. For the purposes of this Notice, the following definitions shall apply:

(1) A "controlled" substance: is one (1) which is not legally obtainable; (2) which is being used in a manner different from that prescribed; or (3) which is legally obtainable but has not been legally obtained.

(2) A "conviction" is defined as a finding of guilt (including a plea of no contest) or imposition of a sentence, or both, by any judicial body charged with the responsibility of determining violations of the federal or state criminal drug statutes.

2. A drug-free awareness program shall be developed which will inform its employees of the following:

A. The dangers of drug abuse in the workplace;

B. The College's policy of maintaining a drug-free workplace;

C. Any health or drug abuse agency which provides drug counseling, rehabilitation, and assistance programs; and

D. The penalties that may be imposed for drug abuse violations occurring in the workplace.

3. The College shall continue to maintain a drug-free workplace through the continued implementation of both this policy and the provisions of the Notice to Employees.

For Board Meeting of  
April 24, 1989

Agenda Item J-4

BOARD POLICIES 103.01, 103.02, 103.03

TRUSTEE ELECTION, VACANCIES, COMPENSATION,  
WORKSHOPS AND SEMINARS

SECOND READING

The attached policy on Board elections and vacancies has been modified to reflect the changes made in the law as of 1988. There is now a sixty day period rather than thirty day period, and rather than the Regional Superintendent of Schools filling a vacancy if the Board should fail to do so, it is now done at the state level.

Attorney Pace also noticed that the caption on this policy was somewhat misleading because the policy not only involves elections, but also filling vacancies, compensation, and a duty regarding reports on workshops and seminars. Therefore, we have separated them and re-numbered/re-titled them.

RECOMMENDATION: Board approval to adopt the attached policies as revised for second reading.

103.01 Trustee Election

The election of the members of the board shall be held at the time and in the manner provided by law and each member shall be elected for a term of six years unless otherwise provided herein.

Each member must, on the date of the election, be a citizen of the United States, eighteen years of age or over, and a resident of the State and the Territory which, on the date of the election, is included in the college district, for at least one year immediately preceding the election. Removal of residence from the district by any member constitutes a resignation from and creates a vacancy on the board.

Whenever a vacancy occurs, the remaining members shall fill the vacancy until the next annual election. The successor must have the same type of qualifications as his predecessor. If the remaining members fail to so act within thirty days after the vacancy occurs, the regional superintendent of schools shall fill the vacancy for the unexpired term. A vacancy on the college board occurs upon the happening of any event which creates a vacancy on a board of trustees under the relevant provision of law.

Trustee Election (con't.)

Members of the board shall serve without compensation but shall be reimbursed for their reasonable expenses incurred in connection with their service as members.

A written resume of workshops and seminars attended will be presented to the full board by the board member participating in the workshop.

Revised 3/23/81

Revised 10/24/83

PROPOSED

p. 104

103.01 Trustee Election and Vacancies

The election of the members of the board shall be held at the time and in the manner provided by law and each member shall be elected for a term of six years unless otherwise provided herein. Each member must, on the date of the election, be a citizen of the United States, eighteen years of age or over, and a resident of the State and the Territory which, on the date of the election, is included in the college district, for at least one year immediately preceding the election. Removal of residence from the district by any member constitutes a resignation from and creates a vacancy on the board.

Whenever a vacancy occurs, the remaining members shall fill the vacancy until the next regular election for board members. The successor must have the same type of qualifications as his predecessor. If the remaining members fail to so act within sixty days after the vacancy occurs, the chairman of the Illinois Community College Board will fill the vacancy until the next regular election for board members. A vacancy on the college board occurs upon the happening of any event which creates a vacancy on a board of trustees under the relevant provision of law.

103.02 Trustee Compensation and Expenses

Members of the board shall serve without compensation but shall be reimbursed for their reasonable expenses incurred in connection with their service as members.

103.03 Trustee Workshops and Seminars

A written resume' of workshops and seminars attended will be presented to the full board by the board member participating in the workshop.

Revised 3/23/81

Revised 10/24/83

Revised 4-24-89

BILLS PAYABLE

April 24, 1989

EDUCATION FUND

1-000-535	VOID CHECK #12659 written February		\$ (250.00)
5-000-575	VOID CHECK #12669 written February		(495.00)
0-810-547	VOID CHECK #12812 written March		( 39.97)
0-810-547	VOID CHECK #12878 written March		( 15.00)
0-810-547	VOID CHECK #12968 written March		(200.00)
1-000-550	RICHARD GROHARING	Travel	12982 172.23
2-000-544.02	POSTMASTER	Bulk permit	12983 300.00
0-714-550	I.S.S.R.T.	Conf.-Kretz, Shippert, Shanley	12984 180.00
0-818-550	NORTH CENTRAL COMM. JR. COLLEGES	Conf.-Thompson	12985 260.00
5-000-575	CENTRAL TELEPHONE CO.	Service	12986 2,407.79
3-000-550	PHEASANT RUN RESORT	Conf-Marlier	12987 65.00
3-000-550	ILASFAA	" "	12988 95.00
0-100-541.02	SCANDINAVIAN PC SYSTEMS INC.	Supplies	12989 84.90
0-100-541.02	NORTON COMPUTING INC.	Supplies	12990 44.00
L-000-535	COMMUNITY UNIT SCHOOL DIST. #5	Legal services	12991 26.00
L-000-550	RICHARD L. BEHRENDT	Travel Advance-Washington DC	12992 100.00
0-000-421	SVC RESTRICTED PURPOSES FUND	DCC Tuition	12993 116,721.29
0-000-550	MOBIL	Pres. travel	12994 20.31
0-000-122	SVCC RESTRICTED PURPOSES FUND	Inv. income transfer	12995 8,796.67
0-000-554	SVCC PAYROLL FUND	3-31-89 Payroll	12996 154,882.50
0-000-575	JOHN ELLERBACH	Interview expenses	12997 34.86
0-000-550	CENTRAL TELEPHONE CO.	Service	12998 2,871.49
0-000-541.02	RICHARD L. BEHRENDT	AACJC Convention exp.	12999 40.50
0-000-550	ILLINOIS ASBO	Dues - 90.00	
0-000-550	X X	Conf. - Edison - 140.00	13000 230.00
0-000-535	JOHN M. BONDY D.O.	Services	13001 250.00
0-000-550	FIFTH THIRD TRAVEL	Conf.-Weathers	13002 446.00
0-000-550	COLLEGE & UNIV. PERSONNEL ASSN.	" "	13003 245.00
0-000-550	THE WESTIN HOTEL, CINCINNATI	" "	13004 270.00
0-000-550	AACRAO	Conf.-Sagmoe	13005 100.00
0-000-544.02	POSTMASTER	Bulk permit	13006 300.00
0-000-544.02	SVCC PAYROLL FUND	4-15-89 Payroll	13007 155,312.24
0-000-544.02	POSTMASTER	First class mailing	13008 808.51
			\$444,064.32

00546.00	A S B O	DUES	13,009 90.00
00544.1	ACTIVISION ELECTRIC	SUPPLIES	13,010 559.67
00541.1	ADDISON WESLEY PUBL CO	SUPPLIES	13,011 30.88
00541.2	ALENCO TOOL SUPPLY CO	SUPPLIES	13,012 123.48
00541.3	A A C J C	SUPPLIES	13,013 80.00
00541.3	AMERICAN DATA PRODUCTS	SUPPLIES	62.07
00541.1	X X X	110.88	13,014 172.95
00550.00	AMERICAN EXPRESS	PRES TRAVEL	13,015 204.27

000.539.00	AMERICAN MANAGEMENT ASSN	VIDEOCONF	13.016	199.00
000.541.02	A R A SERVICES	SUPPLIES 69.67		
10.534.00	X X	CREDIT (8.37)	13.017	61.30
12.541.02	AUGSBURG FORTRESS	MUSIC	13.018	13.30
000.545.00	BAKER & TAYLOR	BOOKS	13.019	870.26
000.545.00	BAKER & TAYLOR	BOOKS	13.020	30.79
310.550.00	NORMA BARNES	TRAVEL	13.021	81.93
000.559.00	RICHARD BEHRENDT	EXPENSES	13.022	400.00
12.541.02	BENDER & BLOCK MUSIC CO	MUSIC	13.023	32.40
000.541.02	BENNETT WELDING SUPPLY	SUPPLIES 13.75		
10.541.02	X X X	31.82	13.024	45.57
12.550.00	BESTWESTERN BRANDYWINE LODGE	MEETING	13.025	7.06
000.541.01	BLACK BOX CORPORATION	SUPPLIES	13.026	352.99
000.545.00	R R BOWKER CO	BOOKS	13.027	159.55
000.550.00	BRANDYWINE RESTAURANT	MEETINGS 77.81		
000.554.00	X X	INTERVIEW EXP 22.66	13.028	100.47
10.541.02	CTB MCGRAW HILL	SUPPLIES	13.029	200.00
000.541.02	CAROLINA BIOL SUPPLY CO	SUPPLIES	13.030	25.19
000.541.02	CENTRAL SCIENTIFIC CO	SUPPLIES	13.031	2084.92
000.541.01	CHRONICLE OF HIGHER EDUC	SUBSCR	13.032	55.00
000.550.00	CLAYTONS FLORAL SHOP	FLOWERS	13.033	20.00
000.541.03	COMMERCE CLEARING HOUSE	SUPPLIES	13.034	270.00
000.534.01	COMPUADD CORP	SERVICE	13.035	119.00
000.541.01	COURIER PRINTING INC	SUPPLIES 100.13		
000.549.00	X X	100.13	13.036	200.26
10.550.00	DORIS COX	TRAVEL	13.037	18.36
10.547.00	RICHARD CULLOM	PUB INFO	13.038	587.00
000.541.01	D S TRANSITION ASSOC	SUPPLIES	13.039	19.21
10.547.00	THE DIXON TELEGRAPH	PUB INFO 17.55		
000.547.00	X X	ADS 78.00	13.040	95.55
000.541.02	DIXON GARAGE SUPPLY	SUPPLIES	13.041	100.52
10.534.00	DIXONPUBLIC LIBRARY	TELECOMM	13.042	233.11
10.541.02	B K DIXON CO	SUPPLIES	13.043	187.09
000.541.01	ENTEC INC	SUPPLIES	13.044	445.90
000.541.02	FLOWERS BY JULIA	SUPPLIES	13.045	76.50
000.541.02	FLUID POWER ENGINEERING	SUPPLIES	13.046	401.09
10.547.00	BEN FRANKLIN PRINTING	PUB INFO	13.047	20.00
10.550.00	LINDA GIESEN	TRAVEL	13.048	30.92
000.550.00	RICHARD GROHARING	TRAVEL	13.049	376.20
12.550.00	ZOLLIE HALL	TRAVEL	13.050	95.58
000.534.00	HANSVETD INDUSTRIES INC	SERVICE	13.051	420.29
000.541.02	HARBOR FREIGHT SALVAGE CO	SUPPLIES	13.052	98.72
12.541.02	HARVARD MED SCHOOL HEALTH LETTER	SUBSCR	13.053	21.00
000.541.01	HASKELLS	SUPPLIES	13.054	13.20
000.541.03	HECKMAN BINDERY INC	SUPPLIES	13.055	76.45
10.550.00	ANN HENDERSON	TRAVEL	13.056	14.91
000.550.00	DALE HEUCK	TRAVEL	13.057	89.78
10.547.00	THE HIGHSMITH CO INC	PUB INFO	13.058	34.78
10.550.00	RICHARD HOLTAM	TRAVEL	13.059	34.02
000.534.00	HONEYWELL INC	REPAIRS	13.060	205.00

00,541.01	I B M CORPORATION	SUPPLIES	13,061	91.67
00,565.00	I B M CORPORATION	EQUIP	2838.00	
00,534.02	X X	SERVICE	147.00	13,062 2,985.00
00,541.03	ILLINOIS HISTORIC PRESERVATION AGCY	SUPPLIES	13,063	26.00
10,547.00	ILL. MEDICAL ASSISTANTS MAGAZINE	AD	13,064	60.00
10,547.00	IMAGE DESIGNS	PUB INFO	13,065	514.00
00,541.01	INLANDER STEINDLER PAPER CO	SUPPLIES	13,066	27.95
00,541.02	JOHNSTONE SUPPLY	SUPPLIES	13,067	143.38
00,543.00	JOLIET JR COLLEGE	CHARGEBACK	13,068	3,455.07
00,549.00	JOSTENS INC	DIPLOMAS	13,069	2.68
00,541.02	KENT STATE UNIVERSITY	SUPPLIES	13,070	18.50
00,550.00	KAREN KYLEN	TRAVEL	13,071	479.14
00,541.02	LAND MARK ENGINEERING	SUPPLIES	13,072	60.13
00,541.03	LIBRARY OF CONGRESS	SUPPLIES	13,073	92.00
12,550.00	MCCASLINS BAKERY	MEETING SUPPLIES	13,074	20.24
00,541.05	MCGREGOR SUBSCR SERVICE	MAGAZINE SUBSCR	13,075	65.45
00,541.01	MACLEAN HUNTER MARKET REPORTS	SUPPLIES	13,076	47.00
00,550.00	RONALD MARLIER	TRAVEL	13,077	74.70
00,541.02	MERRILL PUBL CO	SUPPLIES	13,078	32.49
10,541.02	MILLIKEN PUBL CO	SUPPLIES	13,079	10.00
00,541.02	MODERN BIOLOGY INC	SUPPLIES	13,080	538.85
00,546.00	N AE I R	SUPPLIES	13,081	35.00
12,541.01	NATIONAL ASSN OF INDUS TECH	SUPPLIES	13,082	35.00
10,541.02	NEW READERS PRESS	SUPPLIES	13,083	61.20
00,545.00	NEW WORLD RECORDS	BOOKS	13,084	26.80
00,534.00	NORTHERN ILL LIBRARY SYSTEM	SERVICE	13,085	713.74
12,541.02	NURSING RESEARCH	SUBSCR	13,086	35.00
00,585.00	PETERSONS OFFICE SERVICE	EQUIPMENT	13,087	896.25
00,544.01	PORTERS CAMERA STORE	SUPPLIES	13,088	109.32
00,541.02	SYLVIA PORTERS PERSONAL FINANCE	SUPPLIES	13,089	19.97
00,544.01	PRATT AUDIO VISUAL	SUPPLIES	13,090	52.56
00,542.00	PROFESSIONAL BINDING PRODUCTS	SUPPLIES	13,091	33.90
00,541.01	PUBLISHERS TEST SERVICE	SUPPLIES	13,092	11.09
00,542.00	R GRAPHICS INC	SUPPLIES	13,093	120.94
00,541.02	RELATIONAL COURSEWARE	SUPPLIES	13,094	204.00
10,547.00	ROCK RIVER PRINTER INC	SUPPLIES	1367.60	
00,541.01	X X	101.00	13,095	1,465.60
12,541.02	ROSE RECORDS	SUPPLIES	13,096	20.47
10,547.00	ROYAL PUBLISHING CO	PUBINFO	13,097	410.00
00,541.02	SVCC BOOKSTORE	SUPPLIES	21.63	
00,541.02	X X	4.39		
10,541.02	X X	28.91		
00,541.02	X X	59.58		
10,541.02	X X	.34		
00,541.02	X X	7.83		
10,541.02	X X	1.53		
10,541.02	X X	4.47		
10,541.02	X X	1.78		
10,547.00	X X	5.94		
10,541.02	X X	13.65		
10,541.02	X X	9.66		
00,541.01	X X	4.78		
00,541.01	X X	10.06		

CONTD.....

700.554.00	SVCC BOOKSTORE (CONT'D)	107.10		
700.541.01	X X	3.32		
700.541.01	X X	5.99		
700.541.01	X X	13.68	13,098	304.58
315.550.00	SVCC RESTRICTED FUND	USE OF VAN	13,099	71.50
700.541.02	SBM EQUIPMENT CENTER	SUPPLIES 134.00		
316.541.01	X X	122.00		
700.541.01	X X	80.25		
700.541.01	X X	20.35		
700.541.01	X X	194.78	13,100	551.38
700.550.00	JOHN SAGMOE	TRAVEL	13,101	47.46
700.585.00	SARGENT WELCH SCIENTIFIC	EQUIPMENT	13,102	205.15
312.550.00	SERVICE AMERICA CORP	MEETINGS 97.85		
700.550.00	X X	295.60		
700.556.00	X X	44.50		
700.554.00	X X	34.20	13,103	472.15
700.550.00	SHELL OIL CO	PRÆS TRAVEL	13,104	46.43
714.550.00	STANLEY SHIPPERT	TRAVEL	13,105	185.64
700.541.02	DICK SMITH ELECTRONICS	SUPPLIES	13,106	47.86
700.534.01	SORBUS	MAINT	13,107	1,606.61
700.541.02	SPENCERS AUTOMOTIVE	SUPPLIES	13,108	128.92
312.550.00	STERLING CHAMBER OF COMMERCE	MEETING-HALL	13,109	12.50
700.545.00	SUPT OF DOCUMENTS	BOOKS 24.00		
700.541.01	X X	SUPPLIES 9.00	13,110	33.00
700.585.00	SWARTZ ASSOCIATES	EQUIPMENT	13,111	400.00
714.541.02	TECHNO AIDE/STUMB METAL PROD	SUPPLIES	13,112	43.00
700.550.00	ROBERT THOMAS	TRAVEL	13,113	20.58
318.550.00	VIRGINIA THOMPSON	TRAVEL	13,114	133.76
712.541.02	TUFTS UNIV DIET & NUTRITION	LETTER SUBSCR.	13,115	20.00
700.541.01	UARCO	SUPPLIES 3781.47		
700.541.01	X X	206.07	13,116	3,987.54
700.534.01	UNIQUE COMPUTER	SERVICE 1250.00		
700.534.02	X X	1965.00	13,117	3,215.00
700.585.00	UNITED STATES HOSPITAL SUPPLY	EQUIPMENT	13,118	348.18
700.541.02	UNIV OF ILLINOIS	SUPPLIES 62 .50		
700.541.02	X X	148.00		
700.541.02	X X	22.23	13,119	232.73
700.546.00	UNIV OF MICHIGAN	COMM COLL CONSORTIUM	13,120	375.00
713.541.02	UNIV OF MINNESOTA	SUPPLIES	13,121	21.25
700.541.02	UNIV OF WISC EXTENSION	SUPPLIES	13,122	57.41
700.541.01	VISIBLE COMPUTER SUPPLY	SUPPLIES	13,123	45.15
710.547.00	W C C I	PUB INFO	13,124	129.00
318.547.00	W R HL RADIO	PUB INFO	13,125	37.50
700.541.01	W S S Q RADIO	PUB INFO	13,126	450.00
700.593.00	WALLACE COMPUTER SERVICES	SUPPLIES	13,127	450.00
714.534.00	WAUBONSEE COMMUNITY COLLEGE	CHARGEBACK	13,128	1,315.58
700.545.00	WAYNE INC	RERAIRS	13,129	249.15
700.541.01	WEST PUBLISHING CO	BOOKS	13,130	64.50
700.575.00	XEROX CORPORATION	SUPPLIES	13,131	2,694.00
	YELLOW PAGES BUSINESS DIRECTORY	AD	13,132	113.50

000.544.01	ACTIVISION ELECTRIC INC	SUPPLIES	13,133	26.05
000.541.02	UNIV OF MICHIGAN	SUPPLIES	13,134	25.09
000.544.01	ONSAT	SUBSCR	13,135	48.00
000.545.00	PENNSYLVANIA STATE UNIV	VIDEOCASSETTES	13,136	480.00
010.550.00	SVCC IMPREST FUND	MISC EXPENSES	13,137	1,070.13
000.544.02	SVCC PETTY CASH FUND	SUPPLIES 4.01		
000.541.01	X X	1.21		
000.544.02	X X	4.75		
000.521.00	PRUDENTIAL	MAY PREMIUM	13,138	9.97
			13,139	35,958.57

78,662.93

Cks. #12982 - 13008 and void checks

444,064.32

TOTAL EDUCATION FUND FOR APRIL

\$522,727.25

PROTECTION, HEALTH & SAFETY FUND

0-000-584 TURNER-WITT ASSOCIATES Roofing project 106 \$ 3,114.44

TOTAL PROTECTION, HEALTH & SAFETY FUND FOR APRIL \$ 3,114.44

INVESTMENT ACCOUNT

ROCK FALLS NATIONAL BANK	Investment	104	\$228,343.75
DIXON NATIONAL BANK	" "	105	<u>26,656.25</u>

TOTAL INVESTMENT ACCOUNT FOR APRIL \$ 255,000.00

LIABILITY, PROTECTION AND SETTLEMENT FUND

92-000-527	DIXON NATIONAL BANK	Medicare 3/31 payroll	198	\$ 697.57
92-000-527	DIXON NATIONAL BANK	Medicare 4/15 payroll	199	738.83
92-000-526	ILL. DIRECTOR OF EMPL. SECURITY	Unemployment	200	10,055.42
92-000-527	INTERNAL REVENUE SERVICE	Medicare due 1st quarter '89	163	<u>.88</u>

TOTAL LIABILITY, PROTECTION AND SETTLEMENT FUND FOR APRIL \$ 11,492.70

OPERATIONS, BUILDING AND MAINTENANCE FUND

0-000-550	HOLIDAY INN AIRPORT 2	Travel-Herren	2036	\$ 233.10
0-000-550	ROSS HERREN	Travel Advance-Minneapolis	2037	160.00
1-000-571	AMGAS INC.	Service	2038	<u>5,548.97</u>
				<u>5,942.07</u>

00.541.04	ACE HARDWARE	SUPPLIES	2,039	45.81
00.541.04	ADVANCE PRODUCTS CO	SUPPLIES	2,040	2,636.55
00.541.04	BALEMASTER	SUPPLIES	2,041	240.00
00.541.04	BERRY BEARING CO	SUPPLIES	2,042	436.17
00.541.04	C B BOILER SERVICE INC	SUPPLIES	2,043	37.38
00.541.04	CLEVELAND COTTON PRODUCTS	SUPPLIES	2,044	117.52
00.541.04	COCHRANE COMPRESSOR CO	SUPPLIES	2,045	58.51

000573.00	COMMONWEALTH EDISON CO	SERVICE	2,046	24.16
000541.04	DIXON HOME LUMBER CO	SUPPLIES	2,047	492.57
000541.04	DIXON PAINT CO	SUPPLIES	2,048	380.99
000534.01	ECOLAB PEST ELIMINATION	SERVICE	2,049	60.00
000541.04	EMBLEM PARTS SUPPLY INC	SUPPLIES	2,050	122.30
000541.04	G & M INDUSTRIAL SUPPLIES	SUPPLIES	2,051	413.52
000541.04	W W GRAINGER INC	SUPPLIES	2,052	247.56
000541.04	GRUMMERTS TRUE VALUE	SUPPLIES	2,053	79.82
000550.00	GLADYS GUNTLE	TRAVEL	2,054	18.06
000534.01	HONEYWELL INC	SERVICE	2,055	5,429.00
000541.04	THE KIRWAN TRANE AGENCY	SUPPLIES	2,056	56.55
000541.04	KIRBY HUMMEL FLAG CENTER	SUPPLIES	2,057	43.58
000541.04	LEE F S INC	SUPPLIES	2,058	339.35
000541.04	LINCOLN WAY MATERIALS CO	SUPPLIES	2,059	2.70
000541.04	JOHN A LOOS SONS	SUPPLIES	2,060	163.53
000541.04	MCMASTER CARR SUPPLY CO	SUPPLIES	2,061	535.37
000534.01	DAVID MAYES	SEWAGE TESTING	2,062	200.00
000541.04	MID WEST JANITORIAL SUPPLY	SUPPLIES	2,063	53.20
000534.01	MONTGOMERY ELEVATOR CO	SERVICE	2,064	469.96
000541.04	MORGAN SERVICES	SUPPLIES	2,065	167.90
000541.04	MOTT BROS CO	SUPPLIES	2,066	132.15
000541.04	NAPA AUTO PARTS	SUPPLIES	2,067	19.95
000550.00	FELIX NAPOLITANO	TRAVEL	2,068	21.30
000571.00	NORTHERN ILL GAS CO	SERVICE	2,069	3,030.57
000541.04	OLIN WATER SERVICES	SUPPLIES	2,070	2,833.12
000541.04	PETERSON OFFICE SERVICE	SUPPLIES	2,071	76.52
000541.04	PITNEY BOWES	SUPPLIES	2,072	123.00
000541.04	PURITAN CHURCHILL CHEMICAL CO	SUPPLIES	2,073	332.50
000541.04	P & W SUPPLY CO	SUPPLIES	2,074	31.40
000541.04	ROCHESTER MIDLAND CORP	SUPPLIES	2,075	508.50
000534.01	ROCK VALLEY DISPOSAL	SERVICE	2,076	160.50
000541.04	SVCC BOOKSTORE	SUPPLIES	2,077	4.75
000541.04	SVCC EDUCATION FUND	SUPPLIES	2,078	106.86
000541.04	SARGENT WELCH SCIENTIFIC CO	SUPPLIES	2,079	159.57
000541.04	SHERWIN WILLIAMS	SUPPLIES	2,080	6.40
000541.04	SMITH FILTER CORP	SUPPLIES	2,081	420.75
000541.04	SORENSEN JANITORIAL SUPPLY	SUPPLIES	2,082	1,013.25
000541.04	STEVENS CHEMICAL CO	SUPPLIES	2,083	3,364.20
000541.04	TACO PARTS DISTRIBUTING CO	SUPPLIES	2,084	278.90
	VOID CHECK		2,085	.00
000541.04	TEWES PLASTICS	SUPPLIES	2,086	857.21
000541.04	TXT TEXSTEAM PRODUCTS	SUPPLIES	2,087	111.25
000541.04	WALDSCHMIDT REPAIR	SUPPLIES	2,088	89.55
000541.04	WISCONSIN TURF EQUIPMENT	SUPPLIES	2,089	897.50
	SVCC IMPREST FUND	MISC EXPENSES	2,090	147.59

27,619.35

Cks. #2036 - 2038

5,942.07

TOTAL OPERATIONS, BUILDING AND MAINTENANCE FUND FOR APRIL

\$ 33,561.42

IMPREST FUND

110-813-550	VOID CHECK #8468 written February	\$ (5.00)		
176-000-575	JOLENE LESEMAN	Phone calls	8485	24.79
192-000-544.02	UNITED PARCEL SERVICE	Service	8486	43.62
270-000-541.04	CON-WAY CENTRAL EXPRESS	Freight charges	8487	55.55
181-000-550	RICHARD L. BEHRENDT	Chamber dinner	8488	5.50
182-000-550	NANCY BREED	Meeting supplies	8489	6.78
270-000-541.04	A & B FREIGHT LINES	Freight charges	8490	49.55
270-000-541.04	CARSTENSEN FREIGHT LINES	Freight charges	8491	34.00
110-300-541.02	FARM AND FLEET	Supplies	8492	14.40
110-500-550	U OF I DEPT. OF ENGLISH	Conference - Dill	8493	79.00
192-000-544.02	UNITED PARCEL SERVICE	Service	8494	47.64
131-000-541.01	SOUTHERN ILL. UNIVERSITY	Supplies	8495	25.00
110-712-550	I.O.A.A.D.N.	Meeting - Nurses	8496	30.00
192-000-544.02	UNITED PARCEL SERVICE	Service	8497	21.22
110-410-534	GREGORY HOLDER	EMT Honorarium	8498	60.00
110-410-534	CHARLES LEWIS	" "	8499	40.00
110-410-534	LARRI DIRKS	" "	8500	40.00
110-410-534	FRANK WILLY	" "	8501	30.00
110-410-534	STEVE MARSCHANG	" "	8502	70.00
110-410-534	LYNN PETERSON	" "	8503	25.00
110-410-534	RANDALL BARNHART	" "	8504	30.00
110-813-534	WOODY WASSON	Comm. Serv. Clerical	8505	40.00
110-813-534	NED NESTI, JR.	" " "	8506	40.00
110-813-534	DALE HALL	" " "	8507	40.00
110-813-534	RUSSELL CAMPEN	" " "	8508	40.00
110-813-534	GARY CROEGAERT	" " "	8509	40.00
110-813-534	PATRICIA WIERSEMA	" " "	8510	40.00
110-813-534	DOROTHEA RAHN	" " "	8511	40.00
110-813-534	BARBARA BALLEW	" " "	8512	40.00
110-813-534	KIM TOOLE	" " "	8513	40.00
138-000-550	JOANN BABEL	Meeting supplies	8514	9.16
270-000-541.04	FARM AND FLEET	Supplies	8515	8.49
138-000-550	ICCFA	Conf.-Hustad,Thomas	8516	40.00
192-000-544.02	UNITED PARCEL SERVICE	Service	8517	16.73
110-811-513.02	KENT NIGHTLINGER	Substitute-L'Heurex	8518	30.00
182-000-550	NANCY BREED	Meeting Supplies	8519	6.74
182-000-550	CATHY SEAGREN	Meeting supplies	8520	6.05
181-000-559	RICHARD L. BEHRENDT	Rotary lunches	8521	13.50
				\$1,217.72

EDUCATION FUND - 1070.13

BUILDING FUND - 147.59

Balance in fund - 1806.28

Disbursements - 1217.72

Total in fund - 3024.00

TREASURER'S REPORT

March 31, 1989

EDUCATION FUND

Balance on Hand February 28, 1989. \$ 136,096.34

Receipts:

Investments	225,000.00
Deferred Pers. Prop. Repl. Tax	30,548.30
Taxes	5,124.99
Charge-Back Revenue	86.48
Federal Work Study	14,007.94
Other Federal Funds	33.00
Spring Tuition	485,000.00
Graduation Fees	462.00
Transcript Fees	129.00
Other Facility Rentals	782.53
Interest on Investments	2,792.96
Other Revenue	108.00
Expenditure Credits	<u>3,133.37</u>
	<u>767,208.57</u>

Total Available \$ 903,304.91

Disbursements:

Expenses for March	502,399.03
Investments	<u>93,996.29</u>
	<u>596,395.32</u>

Balance on Hand March 31, 1989 \$ 306,909.59

OPERATIONS AND MAINTENANCE FUND

Balance on Hand February 28, 1989 \$ 20,995.66

Receipts:

Taxes	627.55
Other Revenue	1,044.25
Expenditure Credits	17.62
Loan from Working Cash	<u>30,000.00</u>
	<u>31,689.42</u>

Total Available \$ 52,685.08

Disbursements:

Expenses for March	<u>39,059.10</u>
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Balance on Hand March 31, 1989 \$ 13,625.98

SAUK VALLEY COMMUNITY COLLEGE

APPROVED BY

Edward Shucke

PRESIDENT

Richard Shucke

SECRETARY No Team

DATE 4/24/89

PROTECTION, HEALTH AND SAFETY FUND

Balance on Hand February 28, 1989 \$ 43,719.78

Receipts:

Taxes	999.89
Interest on Investments	<u>178.80</u>
	<u>1,178.69</u>

Total Available

\$ 44,898.47

Disbursements:

Balance on Hand March 31, 1989 \$ 44,898.47

WORKING CASH FUND

Balance on Hand February 28, 1989 \$ 18,681.11

Receipts:

Investments	30,000.00
Interest on Investments	<u>10,033.18</u>
	<u>40,033.18</u>

Total Available

\$ 58,714.29

Disbursements:

Investments	2,038.19
Loan to Building Fund	<u>30,000.00</u>
	<u>32,038.19</u>

Balance on Hand March 31, 1989

\$ 26,676.10

JDIT FUND

Balance on Hand February 28, 1989 \$ 20,127.16

Receipts:

Taxes	165.13
In Lieu of Taxes	5.32
Interest on Investments	<u>81.53</u>
	<u>251.98</u>

Total Available

\$ 20,379.14

Disbursements:

Balance on Hand March 31, 1989 \$ 20,379.14

INSURANCE FUND

Balance on Hand February 28, 1989	\$ 106,178.46
-----------------------------------	---------------

Receipts:

Taxes	1,651.10
In Lieu of Taxes	53.19
Interest on Investments	422.15
Expenditure Credits	289.93
	<u>2,416.37</u>

Total Available	\$ 108,594.83
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Disbursements:

Expenses for March	<u>1,832.55</u>
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Balance on Hand March 31, 1989	<u>\$ 106,762.28</u>
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BUILDING BOND AND PROCEEDS FUND

Balance on Hand February 28, 1989	\$ 66,324.87
-----------------------------------	--------------

Receipts:

Investments	26,656.25
Interest on Investments	<u>8,424.24</u>
	<u>35,080.49</u>

Total Available	\$ 101,405.36
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Disbursements:

-0-
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Balance on Hand March 31, 1989	<u>\$ 101,405.36</u>
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FUNDS INVESTED

United States Treasury	Building	7.93	4-20-89	\$ 286,411.33
United States Treasury	Building	9.14	8-24-89	114,937.07
Citizens First Bank of Walnut	S & C	9.40	3-1-90	100,000.00
Central National Bank	S & C/W.C.	Variable		1,226,338.00
Dixon National Bank	S & C	7.30	5-27-89	178,623.35
First National Bank	S & C	8.25	9-28-89	75,000.00
First Bank of Dixon	S & C	7.28	5-6-89	100,000.00
Dixon National Bank	Working Cash	8.00	12-19-89	303,189.50
Whiteside Co. Bank	Working Cash	Variable		100,000.00
Rock Falls National Bank	Working Cash	Variable		500,721.46
United States Treasury	Working Cash	8.38	4-20-89	241,465.83
United States Treasury	Working Cash	9.00	8-3-89	95,802.17
Community State Bank	Working Cash	9.00	2-6-90	100,000.00
United States Treasury	Working Cash	8.65	6-15-89	95,887.28
Dixon National Bank	Working Cash	6.70	7-4-89	171,769.32
United States Treasury	Education	9.22	2-15-90	114,256.94
Rock Falls National Bank	Education	Variable		<u>602,253.80</u>

<b>TOTAL INVESTED</b>	<b>\$4,406,656.05</b>
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SAUK VALLEY COMMUNITY COLLEGE  
E.O.G. WORKSTUDY FUND  
Period Ending March 31, 1989  
BALANCE SHEET

Cash on Hand	\$901.23	
Workstudy Award Receivable from Fed. Gov. 1988-89	58,056.00	
Workstudy Awards Capital 1988-89		171,056.00
Workstudy Awards Paid 1988-89	112,394.55	
E.O.G. Awards Receivable from Fed. Gov. 1988-89	10,326.00	
E.O.G. Awards Capital 1988-89		60,341.00
E.O.G. Awards Paid 1988-89	50,464.95	
ELL Grant Awards Receivable 1988-89	(25,991.65)	
ELL Grant Awards Capital 1988-89		639,093.00
ELL Grant Awards Paid 1988-89	629,324.42	
Transfer Account	17,500.00	
Inactive Federal Grants	17,514.50	
	-----	-----
	\$870,490.00	\$870,490.00

SAUK VALLEY COMMUNITY COLLEGE  
STUDENT LOAN FUND  
Period Ending 3/31/89  
B A L A N C E S H E E T

ASSETS:

Cash in Bank	\$9,612.17
Notes Receivable	2,095.00
	-----
	\$11,707.17
	=====

LIABILITIES & NET WORTH:

Fund Equity	\$12,254.58
Net Loss	(547.41)
	-----
	\$11,707.17
	=====

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

INCOME:

Interest Income	\$289.84
Bad Debts Repaid	216.57
	-----
	\$506.41

EXPENSES:

Bad Debts	\$1,053.82
	-----
NET LOSS	(\$547.41)
	=====

## SAUK VALLEY COMMUNITY COLLEGE BOOKSTORE

Period Ending 3-31-89

## BALANCE SHEET

## ASSETS:

Cash in Bank	\$118,766.15
Petty Cash	700.00
Investments	149,229.92
Accounts Receivable-Educational Fund	1,064.54
Inventory 6-30-88	136,005.45
	-----
	\$405,766.06
	=====

## LIABILITIES &amp; NET WORTH:

Accounts Payable-Student Activity Fund	\$320.00
Fund Equity	\$349,830.32
Fund Transfer	0.00
Net Gain	55,615.74
	-----
	\$405,766.06
	=====

## PROFIT AND LOSS

## INCOME:

Textbook Sales	\$323,008.29
Supply Sales	39,620.64
Miscellaneous Sales	27,176.70
Paperback Sales	6,558.97
Used Book Sales	34,532.58
Sales Tax Collected	24,843.36
Other Income	293.06
Investment Income	7,425.68
	-----
	\$463,459.28

## EXPENSES:

Textbooks Purchased	\$260,295.39
Supplies Purchased	26,929.09
Miscellaneous Purchased	23,335.47
Paperbacks Purchased	4,500.58
Used Books Purchased	26,360.80
Sales Tax Paid	21,099.75
Salaries & Wages	32,973.26
Transportation Charges	7,322.15
Supply Expenses	1,575.58
Equipment	404.20
Travel	1,194.23
Telephone	303.71
Dues & Subscriptions	0.00
Other Expense	1,545.62
Over & Under	3.71
Bad Debts	0.00
	-----
	\$407,843.54
	=====

NET GAIN on a cash basis without regard to inventory  
or accounts payable

\$55,615.74

=====

SAUK VALLEY COMMUNITY COLLEGE  
RESTRICTED PURPOSES FUND  
March 31, 1989

alance on Hand - March 1, 1989	\$418,425.62
sh Over - March 10 Deposit	1.00
sh Over - March 23 Deposit	0.80
sh Under - March 15 Deposit	(0.10)
rch Receipts	314,314.60
	-----
	TOTAL FUNDS AVAILABLE DURING MARCH
	\$732,741.92
sh Disbursements - March, 1989	601,156.49
	-----
alance on Hand - March 31, 1989	\$131,585.43
	-----

STATEMENT OF INCOME & EXPENSE  
STUDENT ACTIVITY FUND

TIVITIES

prehensive Fee Income	\$24,795.82
hletic Income	3,924.00
ama Income	1,794.00
udent Activity Income	1,483.75
udent Activity Income-Restricted Purp. Source	17,000.00
uk Talk Income	892.23
sh Over & Under	(39.89)
ner Income - Student Activity Only	42.00
	-----
TOTAL INCOME	\$49,891.91

	BUDGET	EXPENSE
hletic Expense	\$24,500.	\$18,768.76
eerleader & Pom Pon Squad	2,000.	1,548.77
ech Act. & Readers Theatre	4,500.	2,446.62
ama Expense	5,000.	5,159.12
sic Expense	3,500.	1,403.22
ident Act. Expense	9,000.	5,990.05
ident Senate Expense	2,000.	659.85
len's Intercollegiate Exp.	19,500.	21,005.12
uk Talk	9,000	3,640.16
ntingencies/Non-Budgeted	-0-	-0-
	-----	-----
	\$ 79,000.	TOTAL EXPENSE
		\$60,621.67

cess of Expenditures Over Revenue, as of  
March 31, 1989

(\$10,729.76)

STATEMENT OF ASSETS AND LIABILITIES

		REVOLVING AGENCY FUND LIABILITIES	AMOUNT
h in Bank	\$131,585.43	Due Educational Fund	\$4,944.34
		Due Building Fund	1,327.62
cty Cash	910.00	Due Student Loan Fund	215.50
		Due Bookstore	0.00
cts. Rec.	120,902.82	Student Tuition	144,706.00
		Tuition Refunds	(21,288.90)
vestments	208,558.33	Out-of-District Fees	432.40
		Lab Fees	15,944.50
		Lab Fees Refunds	(706.20)
		Accounts Payable	8,175.00
			\$153,750.26

RESTRICTED AGENCY FUND LIABILITIES

Child Care Operations	(\$1,601.06)
Parking	2,997.31
Recreation Room Fund	555.49
Student Locker Fund	698.91
Building Fairness Grant	769.90
Community Services	15,078.46
Procurement Asssistance Gt.	(0.14)
Photography Supplies	24.86
Collegiate Choir	299.19
Spec. Serv. for Disadv. St-Exp	(77,483.56)
Spec. Serv. for Disadv. St-Inc	77,483.56
Sp. Serv. for Disadv. Exp-FY89	(48,923.41)
Sp. Serv. for Disadv. Inc-FY89	50,251.66
JTPA/CAED Grant FY 89	(2,474.86)
HITS Grant	26,144.00
HITS Gt./NW Steel	35,659.00
HITS Gt./Sr. Home Comp.	0.00
HITS Gt./Daubert Chem.	1,738.00
HITS Gt./Drives, Inc.	(8,503.00)
HITS Gt./Eyelet Products	0.00
HITS Gt./Pumpkin Patch	0.00
Disadvantaged Gt. FY 89	770.44
Disadv.-Handicapped Gt. FY 89	(22,031.80)
Quality Assistance Gt.	637.60
Econ. Dev. Gt. II FY 89	13,623.59
Econ. Dev. Gt. Inc. FY 89	40,392.00
Econ. Dev. Gt. Exp. FY 89	(40,398.72)
Student Clubs	2,482.54
Adult Learning Book Charges	3,015.45
Community Theatre	48.40
College Van	1,953.59
VIP/CPP	2,762.71
Student Serv/Special Projects	107,189.52
SVCC Athletic Booster Club	7,204.83
DCC/Income/FY 89	339,309.29
DCC/Expense/FY 89	(284,958.39)

Pre-Employment Skills FY 89	0.00
PELL Grants	38.15
Voc. Educ. Adult Training	(27,420.00)
Ill. Interp. Workshop	248.25
SVCC Foundation	(6.14)
Sauk Area Arts Council	0.00
Sm. Bus. Dev. Gt./Inc. FY 89	14,475.00
Sm. Bus. Dev. Gt./Exp. FY 89	(13,874.72)
VITAL - Sec. of State FY 89	8,958.95
Anna Johnson Estate	1,270.68
Nursing Uniforms	0.00
LPN Supplies	502.11
Endowment Challenge Fund #1	111,655.00
Endowment Challenge Fund #2	5,700.00
Miscellaneous Account	560.00
TITLE III - Inform. Sys./FY 88	(95,417.10)
TITLE III - Curr. Dev./FY 88	(60,309.72)
TITLE III - Fund Raising/FY 88	(15,806.49)
TITLE III - Proj. Admin./FY 88	(23,831.77)
TITLE III - Income - FY 88	195,365.08
Title III - Inform. Sys./FY 89	(29,322.44)
Title III - Curr. Imp./FY 89	(2,430.03)
Title III - Fund Raising/FY 89	(18,884.57)
Title III - Proj. Admin./FY 89	(13,628.73)
Title III - Income/FY 89	49,307.80
IL Personal Serv. Withholding	0.00
Career Guidance & Counseling	(973.13) \$330,891.54

#### FUND EQUITY

July 1, 1988	(\$11,955.46)
Excess of Expenditures Over	
Revenue, as of March 31, 1989	(10,729.76) (\$22,685.22)

TOTAL ASSETS	\$461,956.58	TOTAL LIABILITIES & NET WORTH	\$461,956.58
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OFFICE OF BUSINESS SERVICES  
SAUK VALLEY COMMUNITY COLLEGE

BUDGET SUMMARY REPORT

4/30/89

	REVENUE		EXPENDITURES		
	BEGINNING FY 89	BUDGET	TO DATE	BUDGET	TO DATE
<b>GENERAL FUNDS</b>					
Education Fund	\$787,820	\$5,050,468	\$3,559,036	\$5,417,205	\$3,870,040
Operations, Building & Maintenance Fund	528,464	224,326	123,169	529,790	320,220
<b>TOTAL OPERATING FUND</b>	<b>\$1,316,284</b>	<b>\$5,274,794</b>	<b>\$3,682,205</b>	<b>\$5,946,995</b>	<b>\$4,190,260</b>
<b>SPECIAL REVENUE FUNDS</b>					
Liability, Protection & Settlement Fund (Insurance)	\$91,976	\$199,825	\$97,154	\$135,000	\$118,861
Audit Fund	\$29,503	\$18,250	\$10,526	\$18,000	\$19,650
Protection, Health & Safety Fund	\$158,398	\$315,961	\$164,069	\$315,961	\$280,683
<b>PROPRIETARY FUNDS</b>					
Bookstore Fund	\$340,830	\$399,200	\$463,459	\$373,280	\$407,844
<b>OTHERS</b>					
Working Cash Fund	\$2,562,699	\$1,000	\$120,807	\$0	\$0
Building Bond Proceeds Fund (Site and Construction)	\$767,532	\$40,002	\$33,877	\$280,000	\$18,037

SAUK VALLEY COMMUNITY COLLEGE

APPROVED BY  
Edward Anderson  
PRESIDENT  
Robert Whipple  
SECRETARY <sup>1st term</sup>  
DATE 4/24/84

EDUCATION FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DIV OF BUSINESS SALARIES	163,258.20	163,258.20	141,490.44	21,767.76	225,224.00	64,965.80	64,965.80
DIV OF BUS CONTR SERV	5,678.65	5,678.65	5,678.65	.00	10,500.00	4,821.35	4,821.35
DIV OF BUS SUPPLIES	9,573.15	9,573.15	8,741.32	831.83	11,475.00	1,901.85	1,901.85
DIV OF BUS CONF & MEETINGS	363.28	363.28	363.28	.00	1,400.00	1,036.72	1,036.72
FOOD SERV CONTR SERV	1,875.00	1,875.00	1,875.00	.00	1,000.00	875.00	875.00
FOOD SERV SUPPLIES	.35	.35	.35	.00	500.00	499.65	499.65
FOOD SERV CONF & MEETINGS			.00	.00	100.00	100.00	100.00
DIV OF AGRIC SUPPLIES	479.96	479.96	402.46	77.50	400.00	79.96	79.96
DIV OF INDUS ED SALARIES	109,232.65	109,232.65	89,793.63	19,439.02	210,879.00	101,646.35	101,646.35
DIV OF INDUS ED CONTR SERV	1,619.65	1,619.65	994.36	625.29	640.00	4780.35	4780.35
DIV OF INDUS ED SUPPLIES	12,563.68	12,563.68	11,406.36	1,157.32	16,145.00	3,581.32	3,581.32
DIV OF INDUS ED CONF & MEETINGS	688.09	688.09	688.09	.00	1,400.00	711.91	711.91
COSMETOLOGY CONTR SERV	22,320.00	22,320.00	22,320.00	.00	25,900.00	3,580.00	3,580.00
COSMETOL SUPPLIES			.00	.00	600.00	600.00	600.00
COSMETOL CONF & MEETINGS			.00	.00	100.00	100.00	100.00
HUMAN SERV CONTR SERV			.00	.00	100.00	100.00	100.00
HUMAN SERV SUPPLIES	1,041.60	1,041.60	975.42	66.18	1,200.00	158.40	158.40
HUMAN SERV CONF & MEETINGS	80.00	80.00	80.00	.00	625.00	545.00	545.00
DIV OF SOCIAL SCI SALARIES	93,340.65	93,340.65	80,895.23	12,445.42	127,535.00	34,194.35	34,194.35
DIV OF SOC SCI SUPPLIES	4,688.41	4,688.41	3,992.66	695.75	5,070.00	361.59	381.59
DIV OF SOC SCI CONF & MEETINGS	556.94	556.94	556.94	.00	1,500.00	943.06	943.06
E M T CONTR SERV	455.00	455.00	160.00	295.00	2500.00	2,045.00	2,045.00
E M T SUPPLIES	44.20	44.20	44.20	.00	900.00	855.80	855.80
E M T CONF & MEETINGS			.00	.00	200.00	200.00	200.00
CRIMINAL JUS SALARIES	20,609.10	20,609.10	17,861.22	2,747.88	24,731.00	4,121.90	4,121.90
CRIM JUS CONTR SERV			.00	.00	500.00	500.00	500.00
CRIM JUS SUPPLIES	1,068.97	1,068.97	1,084.10	15.13	CR 1,930.00	861.03	861.03
CRIM JUS CONF & MEETINGS	536.22	536.22	505.30	30.92	1,000.00	463.78	463.78
LIBRARY TECH SUPPLIES	51.63	51.63	51.63	.00	100.00	48.37	48.37
DIV OF HUMANITIES SALARIES	165,379.78	165,379.78	143,468.50	21,911.28	305,865.00	140,485.22	140,485.22
DIV OF HUMAN. SUPPLIES	1,755.58	1,755.58	1,589.33	166.25	3,500.00	1,744.42	1,744.42
DIV OF HUMAN. CONF & MEETINGS	735.12	735.12	656.12	79.00	3,200.00	2,464.88	2,464.88
ART DEPT SALARIES	27,268.30	27,268.30	23,649.86	3,638.44	32,746.00	5,457.70	5,457.70
ART DEPT SUPPLIES	64.61	64.61	62.98	1.63	600.00	535.39	535.39

Account	Total		Prev. Mo.		Budget	Unexpended	Unencumbered
	Expenditures	To Date	To Date	This Mo.			
ART DEPT CONF & MEETINGS							
MUSIC DEPT SALARIES	34,965.10	39,965.10	34,636.42	.00	200.00	200.00	200.00
MUSIC DEPT CONTR SERV	565.00	565.00	565.00	.00	1,800.00	1,235.00	1,235.00
MUSIC DEPT SUPPLIES	1,738.63	1,738.63	1,653.12	85.51	4,450.00	2,711.37	2,711.37
MUSIC DEPT CONF & MEETINGS							
DIV OF MATH SCIENCE SALARIES	161,027.10	161,027.10	139,556.82	21,470.28	236,455.00	75,427.90	75,427.90
DIV OF MATH SCI CONTR SERV							
DIV OF MATH SCI SUPPLIES	9,836.15	9,836.15	7,043.25	2,792.90	11,650.00	1,813.85	1,813.85
DIV OF MATH SCI CONF & MEETINGS	667.50	667.50	577.72	89.78	1,400.00	732.50	732.50
MED LAB TECH SALARIES	44,602.11	44,602.11	39,489.85	5,112.26	61,347.00	16,744.89	16,744.89
MED LAB TECH CONTR SERV	4,644.75	4,644.75	4,644.75	.00	9,450.00	4,805.25	4,805.25
MED LAB TECH SUPPLIES	9,822.56	9,822.56	9,768.89	53.67	13,465.00	3,642.44	3,642.44
MED LAB TECH CONF & MEETINGS	630.95	630.95	630.95	.00	1,240.00	609.05	609.05
ADN SALARIES	50,235.00	50,235.00	43,537.00	6,698.00	80,376.00	30,141.00	30,141.00
ADN OFC SALARIES	11,434.99	11,434.99	10,162.49	1,272.50	14,195.00	2,760.01	2,760.01
ADN CONTR SERV	354.25	354.25	354.25	.00	380.00	25.75	25.75
ADN SUPPLIES	3,059.15	3,059.15	2,861.75	177.40	4,742.00	1,682.85	1,682.85
ADN CONF & MEETINGS	902.03	902.03	872.03	30.00	1,550.00	647.97	647.97
LPN SALARIES	32,201.85	32,201.85	27,908.27	4,293.58	51,523.00	19,321.15	19,321.15
LPN CONTR SERV	141.25	141.25	141.25	.00	100.00	41.25	41.25
LPN SUPPLIES	1,906.05	1,906.05	1,470.18	435.87	3,245.00	1,338.95	1,338.95
LPN CONF & MEETINGS	95.82	95.82	95.82	.00	700.00	604.18	604.18
RAD TECH SALARIES	31,637.80	31,637.80	27,486.04	4,151.76	56,005.00	24,367.20	24,367.20
RAD TECH CONTR SERV	2,747.25	2,747.25	2,498.10	249.15	3,100.00	352.75	352.75
RAD TECH SUPPLIES	1,692.59	1,692.59	1,653.44	39.15	3,440.00	1,747.41	1,747.41
RAD TECH CONF & MEETINGS	2,239.43	2,239.43	1,873.79	365.64	4,700.00	2,460.57	2,460.57
DIV OF PHYS ED SALARIES	34,381.35	34,381.35	29,797.17	4,584.18	55,010.00	20,628.65	20,628.65
DIV OF PHYS ED CONTR SERV	2,654.19	2,654.19	2,662.56	8.37	CR 3,300.00	645.81	645.81
DIV OF PHYS ED SUPPLIES	770.43	770.43	782.05	11.62	CR 800.00	29.57	29.57
DIV OF PHYS ED CONF & MEETINGS							
NURSING ASST CONTR SERV							
NURSING ASST SUPPLIES	452.54	452.54	383.96	68.58	1,190.00	737.46	737.46
NURSING ASST CONF & MEETINGS	189.20	189.20	189.20	.00	200.00	10.80	10.80
INFO OFC & WORKROOM SECR SALARIES	40,165.38	40,165.38	36,079.94	4,085.44	49,920.00	9,754.62	9,754.62
INFO OFC FED WORK STUDY	7,391.55	7,391.55	6,761.77	629.78	13,000.00	5,608.45	5,608.45
WORKROOM FED WORK STUDY	3,344.92	3,344.92	2,936.23	408.69	5,000.00	1,655.08	1,655.08
WORKROOM CONTR SERV	8,631.00	8,631.00	8,921.60	290.60	CR 8,000.00	631.00	631.00

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
INFO OFC CONTR SERV	565.00	565.00	565.00 .00		450.00	115.00	CR 115.00 CR
UNALLOCATED CONTR SERV	430.00	430.00	430.00 .00		1,400.00	970.00	970.00
INFO OFC SUPPLIES	515.96	515.96	467.51 48.45		1,450.00	934.04	934.04
INSTITU COMM SUPPLIES	.88	.88	.88 .00		300.00	299.12	299.12
WORKROOM SUPPLIES	3,965.15	3,965.15	3,966.63 1.48		1,000.00	4,965.15	4,965.15
PUB INFO ADMIN SALARIES	22,737.42	22,737.42	22,737.42 .00		40,960.00	18,222.58	18,222.58
PUB INFO SECR SALARIES	8,118.12	8,118.12	6,485.62 1,632.50		2,000.00	6,118.12	CR 6,118.12 CR
PUB INFO SUPPLIES	78,733.99	78,733.99	75,283.41 3,450.58		97,800.00	19,066.01	19,066.01
PUB INFO CONF & MEETINGS	9,331.18	9,331.18	851.25 81.93		1,300.00	366.82	366.82
ASST DEAN ARTS & SOC SCI SALARY	33,574.52	33,574.52	30,040.36 3,534.16		42,410.00	8,835.48	8,835.48
PART TIME OVERLOAD	61,971.53	61,971.53	61,378.45 593.08		59,000.00	2,971.53	CR 2,971.53 CR
NIGHT PREMIUMS	200.00	200.00	200.00 .00			200.00	200.00 CR
SUMMER SALARIES	47,544.19	47,544.19	47,544.19 .00		44,000.00	3,544.19	CR 3,544.19 CR
SECR SALARY	12,422.64	12,422.64	11,093.48 1,329.16		15,950.00	3,527.36	3,527.36
FED WORK STUDY	5,652.17	5,652.17	4,920.20 731.97		7,879.00	2,226.83	2,226.83
CONTR SERV	34.00	34.00	34.00 .00		500.00	466.00	466.00
SUPPLIES	828.49	828.49	764.00 64.49		900.00	71.51	71.51
CONF & MEETINGS	782.35	782.35	782.35 .00		2,000.00	1,217.65	1,217.65
ASST DEAN BUS & TECH ADMIN SALARY	36,424.52	36,424.52	32,590.36 3,834.16		46,010.00	9,585.48	9,585.48
PART TIME OVERLOAD	105,699.03	105,699.03	104,329.3 1,370.00		120,000.00	14,300.97	14,300.97
NIGHT PREMIUMS	1,050.00	1,050.00	1,050.00 .00			1,050.00	CR 1,050.00 CR
SUMMER SALARIES	41,401.49	41,401.49	41,401.49 .00		43,000.00	1,598.51	1,598.51
SECR SALARY	14,036.25	14,036.25	12,558.75 1,477.50		17,730.00	3,693.75	3,693.75
FED WORK STUDY	11,723.22	11,723.22	10,170.12 1,553.10		15,979.00	4,255.78	4,255.78
SUPPLIES	867.67	867.67	789.07 78.60		1,200.00	332.33	332.33
CONF & MEETINGS	1,192.30	1,192.30	959.07 233.23		3,000.00	1,807.70	1,807.70
ASST DEAN COMM & EXTEM SERV SALARY	32,398.99	32,398.99	28,988.57 3,410.42		40,925.00	8,526.01	8,526.01
INSTR SALARIES	40,106.33	40,106.33	34,243.83 5,862.50		100,000.00	59,893.67	59,893.67
COORDINATORS SALARIES	5,635.00	5,635.00	4,060.00 1,575.00		8,500.00	2,865.00	2,865.00
SECR SALARY	10,323.27	10,323.27	9,236.61 1,086.66		13,040.00	2,716.73	2,716.73
FED WORK STUDY	1,339.12	1,339.12	1,263.75 75.37		1,570.00	230.88	230.88
CONTR SERV	720.00	720.00	360.00 360.00		3,500.00	2,780.00	2,780.00
SUPPLIES	2,342.80	2,342.80	2,238.61 1,04.19		8,000.00	5,657.20	5,657.20
CONF & MEETINGS	1,025.28	1,025.28	981.35 43.93		2,250.00	1,224.72	1,224.72

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
DIR OF HEALTH & NAT SCI SALARY	31,053.22	31,053.22	27,784.46	3,268.76	39,225.00	8,171.78	8,171.78
PART TIME OVERLOAD	38,039.60	38,039.60	35,059.34	2,980.26	38,700.00	660.40	660.40
SUMMER SALARIES	16,768.92	16,768.92	16,768.92	.00	145,00.00	6,268.92 CR	6,268.92 CR
FED WORK STUDY	2,081.98	2,081.98	1,931.23	150.75	4,820.00	2,738.02	2,738.02
CONTR SERV	.00	.00	.00	.00	200.00	200.00	200.00
SUPPLIES	472.88	472.88	466.89	5.99	1,200.00	727.12	727.12
CONF & MEETINGS	546.33	546.33	546.33	.00	1,250.00	703.67	703.67
ACADEMIC SKILLS SALARIES	38,854.71	38,854.71	33,631.29	5,223.42	62,601.00	23,826.29	23,826.29
ACADEM SKILLS CONF & MEETINGS	289.86	289.86	200.00	89.86	700.00	410.14	410.14
ACADEM SKILLS SUPPLIES	5,796.10	5,796.10	5,622.29	173.81	9,000.00	3,203.90	3,203.90
HONORS PROGRAM CONTR SERV	.00	.00	.00	.00	100.00	100.00	100.00
HONORS PROG CONF & MEETINGS	37.80	37.80	37.80	.00	270.00	232.20	232.20
HONORS PROG SUPPLIES	90.29	90.29	87.16	3.13	400.00	309.71	309.71
DEAN OF INSTR SALARY	41,562.50	41,562.50	37,187.50	4,375.00	52,500.00	10,937.50	10,937.50
DEAN OF INSTR SECR SALARY	16,169.76	16,169.76	14,467.68	1,702.08	20,425.00	4,255.24	4,255.24
STUDENT TUTORS	1,534.28	1,534.28	1,482.36	51.92	3,000.00	1,465.72	1,465.72
DEAN OF INSTR FED WORK STUDY	2,753.66	2,753.66	2,282.99	470.67	4,250.00	1,496.34	1,496.34
DEAN OF INSTR SUPPLIES	1,442.88	1,442.88	1,260.12	182.76	2,000.00	557.12	557.12
DEAN OF INSTR CONF & MEETINGS	1,954.75	1,954.75	1,556.98	397.77	2,000.00	45.25	45.25
LRC PROF SALARIES	70,589.08	70,589.08	62,229.16	8,359.92	100,319.00	29,729.92	29,729.92
LRC SECR SALARIES	23,877.82	23,877.82	21,346.58	2,531.24	30,375.00	6,497.18	6,497.18
LRC FED WORK STUDY	8,122.67	8,122.67	7,193.95	923.72	12,809.00	4,686.33	4,686.33
LRC CONTR SERV	7,216.81	7,216.81	6,269.96	946.85	10,600.00	3,383.19	3,383.19
XEROX SUPPLIES	3,544.16	3,544.16	3,474.85 CR	1,204.69	2,000.00	5,544.16	5,544.16
LIBRARY SUPPLIES	12,832.92	12,832.92	12,288.02	544.90	17,050.00	4,217.08	4,217.08
A V SUPPLIES	5,233.30	5,233.30	4,694.89	538.41	6,500.00	1,266.70	1,266.70
LIBRARY BOOKS	25,714.88	25,714.88	24,078.98	1,635.90	40,000.00	14,285.12	14,285.12
LRC CONF & MEETINGS	1,792.71	1,792.71	1,772.13	20.58	2,050.00	257.29	257.29
ADM & REC ADMIN SALARIES	24,083.39	24,083.39	21,250.05	2,832.34	34,000.00	9,916.61	9,916.61
ADM & REC SECR SALARIES	44,761.74	44,761.74	39,916.34	4,845.40	61,100.00	16,338.26	16,338.26
ADM & REC FED WORK STUDY	8,462.78	8,462.78	7,541.47	941.31	10,958.00	2,475.22	2,475.22
ADM & REC CONTR SERV	680.00	680.00	680.00	.00	1,880.00	1,200.00	1,200.00
ADM & REC SUPPLIES	7,836.66	7,836.66	3,682.57	4,154.09	12,000.00	4,163.34	4,163.34
ADM & REC CONF & MEETINGS	1,035.13	1,035.13	739.53	295.60	2,500.00	1,464.87	1,464.87
COUNSELING SALARIES	69,219.57	69,219.57	61,718.83	7,500.74	85,566.00	19,346.43	19,346.43
COUNSELING SECR SALARIES	12,565.66	12,565.66	11,236.50	1,329.16	15,950.00	3,384.34	3,384.34
HEALTH SERV SUPPLIES	21.40	21.40	21.40	.00	300.00	278.60	278.60

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
FINANCIAL AIDS ADMIN SALARY	32,478.22	32,478.22	29,059.46	3,418.76	41,025.00	8,546.78	8,546.78
FIN AIDS SECR SALARIES	24,470.48	24,470.48	21,894.64	2,575.84	30,910.00	6,439.52	6,439.52
STUDENT SERV ADMIN SALARIES	39,464.52	39,464.52	35,310.36	4,154.16	44,850.00	10,385.48	10,385.48
STUDENT SERV SECR SALARIES	16,094.52	16,094.52	14,400.36	1,694.16	20,330.00	4,235.48	4,235.48
STUDENT SERV FED WORK STUDY	32,469.85	32,469.85	28,509.59	3,960.26	45,100.00	12,630.15	12,630.15
COACHING SALARIES	14,880.00	14,880.00	14,880.00	.00	21,000.00	6,120.00	6,120.00
STUDENT SERV CONTR SERV	524.00	524.00	524.00	.00	600.00	76.00	76.00
STUDENT SERV SUPPLIES	11,647.20	11,647.20	10,792.84	854.36	17,300.00	5,652.80	5,652.80
COMMENCEMENT	1,556.54	1,556.54	1,553.86	2.68	6,000.00	4,443.46	4,443.46
STUDENT SERV CONF & MEETINGS	3,109.26	3,109.26	2,677.94	431.32	4,695.00	1,585.74	1,585.74
STUDENT RECRUITMENT	1,195.72	1,195.72	1,088.62	107.10	1,500.00	304.28	304.28
PUB SERV SALARIES	.00			.00	4,600.00	4,600.00	4,600.00
PUB SERV CONTR SERV	.00			.00	5,000.00	5,000.00	5,000.00
PUB SERV SUPPLIES	.00			.00	5,300.00	5,300.00	5,300.00
SERVICE STAFF SALARIES	300,166.53	300,166.53	260,045.30	32,121.23	401,580.00	101,413.47	101,413.47
MAINT FED WORK STUDY BOYS	37,617.12	37,617.12	32,433.62	5,183.50	82,000.00	44,382.88	44,382.88
MATRONS FED WORK STUDY	9,821.67	9,821.67	8,662.34	1,159.33	9,821.67	CR	9,821.67 CR
TELEPHONE	44,282.03	44,282.03	39,727.50	4,554.53	65,000.00	20,717.97	20,717.97
PRESIDENTS SALARY	55,385.00	55,385.00	49,555.00	5,830.00	69,960.00	14,575.00	14,575.00
PRES SECR SALARY	1,8517.02	18,517.02	16,567.86	1,949.16	23,390.00	4,872.98	4,872.98
PRES OFC FED WORK STUDY	1,453.88	1,453.88	1,272.98	180.90	3,484.00	2,030.12	2,030.12
PRES OFC CONTR SERV	36.00	36.00	36.00	.00	600.00	564.00	564.00
PRES OFC SUPPLIES	3,299.77	3,299.77	3,202.56	97.21	2,200.00	1,099.77	1,099.77 CR
PRES OFC CONF & MEETINGS	4,183.63	4,183.63	4,088.81	94.82	5,500.00	1,316.37	1,316.37
SPECIAL AFFAIRS	2,323.84	2,323.84	2,256.28	67.56	3,500.00	1,176.16	1,176.16
PRES OFC OTHER EXP	6,007.11	6,007.11	5,193.61	813.50	6,800.00	792.89	792.89
BUS OFC ADMIN SALARIES	74,535.48	74,535.48	66,689.64	7,845.84	94,150.00	19,614.52	19,614.52
BUS OFC PROF SALARIES	17,329.52	17,329.52	15,505.36	1,824.16	21,890.00	4,560.48	4,560.48
BUS OFC SECR SALARIES	66,659.33	66,659.33	59,468.73	7,190.60	85,855.00	85,855.00	85,855.00
BUS OFC CONTR SERV	5,344.50	5,344.50	5,344.50	.00	6,000.00	655.50	655.50
BUS OFC SUPPLIES	3,016.43	3,016.43	3,683.99	667.56	CR 7,000.00	3,983.57	3,983.57
BUS OFC CONF & MEETINGS	3,070.18	3,070.18	1,949.62	1,120.56	3,600.00	529.82	529.82
LEGAL CONTR	5,983.81	5,983.81	5,957.81	26.00	8,000.00	2,016.19	2,016.19
OTHER BOARD SUPPLIES	443.03	443.03	301.36	141.67	1,500.00	1,056.97	1,056.97
BOARD CONF & MEETINGS	2,397.22	2,397.22	1,848.79	548.43	4,500.00	2,102.78	2,102.78
INSTITUT SECR SALARIES	13,688.27	13,688.27	12,308.36	1,379.91	15,740.00	2,051.73	2,051.73
INSTITUT FED WORK STUDY	2,292.50	2,292.50	1,998.50	294.00	5,935.00	3,642.50	3,642.50

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
CONTINGENCY FED WORK STUDY	2,700.90	2,700.90	2,288.86	412.04	4,448.00	1,747.10	1,747.10
GROUP MED & LIFE INS	34,757.48	34,757.48	31,234.674	35,230.74	34,000.00	7,577.48	7,577.48 CR
TUITION REIMBURSEMENT	3,616.08	3,616.08	3,616.08	.00	4,000.00	383.92	383.92
CURRICULUM DEVELOPMENT	600.00	600.00	600.00	.00	4,500.00	3,900.00	3,900.00
IN ALLOCATED CONTR	896.50	896.50	896.50	.00	1,800.00	903.50	903.50
IN SERVICE TRAINING	3,842.36	3,842.36	3,639.03	203.33	7,000.00	3,157.64	3,157.64
ACULTY ASSN SUPPLIES	126.09	126.09	110.86	15.23	200.00	73.91	73.91
POSTAGE	33,762.68	33,762.68	33,072.21	710.47	47,900.00	14,117.32	14,117.32
PUBLICATIONS & DUES	9,043.60	9,043.60	8,543.60	500.00	7,500.00	1,543.60	1,543.60 CR
ADVERTISING	689.61	689.61	611.61	78.00	700.00	10.39	10.39
RECRUITMENT	8,427.72	8,427.72	8,151.50	276.22	6,000.00	2,427.72	2,427.72 CR
EQUIPMENT	43,691.66	43,691.66	57,712.08	14,020.42	22,802.00	84,330.34	84,330.34
OC ED EQUIPMENT	22,218.00	22,218.00	22,218.00	.00	22,218.00	22,218.00	22,218.00 CR
HIGH TECH EQUIPMENT	18,708.00	18,708.00	18,708.00			18,708.00	18,708.00 CR
AFFIRMATIVE ACTION CONTR SERV	.00		.00		300.00	300.00	300.00
AFFIRM ACTION SUPPLIES	20.15	20.15		20.15	100.00	79.85	79.85
AFFIRM ACTION CONF & MEETINGS	.00		.00		300.00	300.00	300.00
INSTI RES CONTR SERV	146.83	146.83	146.83	.00	1,000.00	853.17	853.17
INSTI RES SUPPLIES	.00		.00		1,200.00	1,200.00	1,200.00
IATA PROC ADMIN SALARIES	59,200.96	59,200.96	52,969.28	6,231.68	74,780.00	15,579.04	15,579.04
IATA PROC OFC SALARIES	22,851.49	22,851.49	20,446.07	2,405.42	28,865.00	6,013.51	6,013.51
IATA PROC FED WORK STUDY	3,102.84	3,102.84	2,784.59	318.25	6,365.00	3,262.16	3,262.16
IATA PROC CONSULTING	.00		.00		10,000.00	10,000.00	10,000.00
IATA PROC ADMIN GONTR:SERV	87,976.82	87,976.82	85,001.21	2,975.61	14,845.00	60,473.18	60,473.18
IATA PROC EDUC CONTR SERV	17,854.45	17,854.45	15,742.45	2,112.00	21,000.00	3,145.55	3,145.55
IATA PROC ADMIN SUPPLIES	7,915.00	7,915.00	7,111.59	803.41	11,800.00	3,885.00	3,885.00
IATA PROC CONF & MEETINGS	393.32	393.32	393.32	.00	7,500.00	7,106.68	7,106.68
PLANNING & DEVEL ADMIN SALARIES	31,985.23	31,985.23	28,726.25	3,258.98	41,000.00	9,014.77	9,014.77
PL & DEVEL SECUR SALARIES	12,334.23	12,334.23	11,035.89	1,298.34	15,580.00	3,245.77	3,245.77
PL & DEVEL CONTR SERV	34.00	34.00	34.00	.00	300.00	266.00	266.00
PL & DEVEL SUPPLIES	2,254.97	2,254.97	2,208.32	46.65	1,943.00	311.97	311.97 CR
PL & DEVEL CONF & MEETINGS	2,120.13	2,120.13	1,640.99	479.14	4,375.00	2,254.87	2,254.87
TUITION CHARGE BACK	17,371.72	17,371.72	12,601.07	4,770.65	25,000.00	7,628.28	7,628.28
CONTINGENCIES			.00		50,000.00	50,000.00	50,000.00

3,870,040.08 3,870,040.08 3,475,964.16 #394,075.92 5,417,205.00 \* 1,547,164.92 1,547,164.92 \*

\*

OPERATIONS AND MAINTENANCE FUND

Account	Total Expenditures	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
MAINT CONTR SERV	43,499.72	43,499.72	37,160.26	6,339.46	39,740.00	3,759.72	CR 3,759.72 CR
CONTR DEFICIENCY	.00		.00	.00	40,000.00	40,000.00	40,000.00
BLDG & MAINT SUPPLIES	40,325.27	40,325.27	22,157.09	18,168.18	50,100.00	9,774.73	9,774.73
MAINT CONF & MEETINGS	923.13	923.13	490.67	432.46	2,000.00	1,076.87	1,076.87
GAS	72,507.61	72,507.61	63,928.07	8,579.54	98,000.00	25,492.39	25,492.39
ELECTRICITY	154,685.34	154,685.34	154,661.18	24.16	261,950.00	107,264.66	107,264.66
MAINT EQUIPMENT	8,279.00	8,279.00	8,279.00	.00	12,000.00	3,721.00	3,721.00
RENTAL^CHARGES	.00		.00	.00	1,000.00	1,000.00	1,000.00
CONTINGENCIES	.00		.00	.00	25,000.00	25,000.00	25,000.00
	320,220.07	*320,220.07	*86,676.27	*33,543.80	*29,790.00	*209,569.93	*209,569.93 *

PROTECTION, HEALTH AND SAFETY FUND

BLDG IMPROVEMENTS	280,682.95	280,682.95	277,568.51	3,114.44	315,961.00	35,278.05	35,278.05
	280,682.95	*280,682.95	*77,563.51	*3,114.44	*315,961.00	*35,278.05	*35,278.05 *

BUILDING BOND PROCEEDS FUND

SITE IMPROVEMENT	.00		.00	50,000.00	50,000.00	50,000.00	
BLDG IMPROVEMENTS	.00		.00	100,000.00	100,000.00	100,000.00	
CARPETING	18,036.64	18,036.64	18,036.64	.00	18,036.64	CR 18,036.64 CR	
INSTR EQUIPMENT	.00		.00	50,000.00	50,000.00	50,000.00	
SERVICE EQUIPMENT	.00		.00	75,000.00	75,000.00	75,000.00	
OTHER CAPITAL OUTLAY	.00		.00	5,000.00	5,000.00	5,000.00	
	18,036.64	*18,036.64	*18,036.64	*	.00	*280,000.00	*261,963.36 *261,963.36 *

INSURANCE FUND

WORKERS COMP  
UNEMPLOYMENT COMP  
MEDICARE  
TORT LIABILITY INS

4,140.79	4,140.79	4,204.88	9,964.09	CR 38,000.00	33,859.21	33,859.21
13,023.57	13,023.57	3,030.22	9,933.35	18,000.00	4,976.43	4,976.43
14,750.06	10,750.06	4,476.55	1,273.51	14,000.00	3,249.94	3,249.94
90,947.00	90,947.00	.00	.00	65,000.00	25,947.00	25,947.00
118,861.42	* 18,861.42	* 07,658.65	* 11,202.77	* 35,000.00	* 16,138.58	* 16,138.58

AUDIT FUND

AUDIT COSTS

146,50.00	146,50.00	146,50.00	.00	18,000.00	1,650.00	CR 1,650.00
19,650.00	* 19,650.00	* 19,650.00	* .00	* 18,000.00	* 1,650.00	CR 1,650.00

## REVENUE REPORT

EDUCATION FUND	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
Account							
1987 TAXES	818,741.22	818,741.22	813,616.23	5,124.99	811,869.00	6,872.22	CR 6,872.22 CR
1988 TAXES	.00			.00	811,869.00	811,869.00	CR 811,869.00 CR
BACK TAXES	28.49	28.49	28.49	.00		28.49	CR 28.49 CR
IN LIEU OF TAXES	507.55	507.55	507.55	.00		507.55	CR 507.55 CR
CHARGE BACK REVENUE	12,652.45	12,652.45	12,565.97	86.48	15,000.00	2,347.55	2,347.55
STATE APPORTIONMENT	991,986.46	991,986.46	1,108,707.75	116,721.29	1,082,250.00	330,263.54	330,263.54
STATE EQUALIZATION	41,040.00	41,040.00	41,040.00	.00	54,720.00	13,680.00	13,680.00
ADVANCED TECH GRANT	13,427.25	13,427.25	13,427.25	.00	17,104.00	3,676.75	3,676.75
REG VOC ED REIMB	62,991.33	62,991.33	62,991.33	.00	100,000.00	37,008.67	37,008.67
VOC ED EQUIP REIMB	.00			.00	16,000.00	16,000.00	16,000.00
REPL OF CORP PERS PROP TAX	223,494.80	223,494.80	223,494.80	.00	233,000.00	9,505.20	9,505.20
FEDERAL WORK STUDY	112,394.55	112,394.55	98,386.61	14,007.94	171,056.00	58,661.45	58,661.45
OTHER FEDERAL SOURCES	506.00	506.00	473.00	33.00	3,000.00	2,494.00	2,494.00
SUMMER TUITION	136,610.81	136,610.81	136,610.81	.00	127,600.00	9,010.81	CR 9,010.81 CR
FALL TUITION	557,667.25	557,667.25	557,667.25	.00	554,600.00	1,932.75	1,932.75
SPRING TUITION	485,000.00	485,000.00		485,000.00	546,000.00	61,000.00	61,000.00
GRAD FEES	2,282.00	2,282.00	1,820.00	462.00	3,000.00	718.00	718.00
TRANSCRIPT FEES	1,080.00		951.00	129.00	1,000.00	80.00	CR 80.00 CR
LAB FEES	20,685.70	20,685.70	20,685.70	.00	33,500.00	12,814.30	12,814.30
PUB SERV INCOME	.00			.00	14,900.00	14,900.00	14,900.00
OTHER FACILITY RENTALS	5,676.48	5,676.48	4,893.95	782.53	9,000.00	3,323.52	3,323.52
INTEREST ON INVESTMENTS	28,601.63	28,601.63	25,808.67	2,792.96	125,000.00	96,398.37	96,398.37
RESTRICTED FUND INCOME	.00			.00	15,000.00	15,000.00	15,000.00
OTHER REVENUE	32,708.35	32,708.35	32,600.35	108.00	60,000.00	27,291.65	27,291.65
OTHER REV COMPUTER	566.25	566.25	566.25	.00		566.25	CR 566.25 CR
OTHER REV SALARIES	7,091.71	7,091.71	7,091.71	.00		7,091.71	CR 7,091.71 CR
OTHER REV OVERHEAD	3,296.21	3,296.21	3,296.21	.00		3,296.21	CR 3,296.21 CR

3,559,036.49 \* 3,167,230.88 \* 5,050,468.00 \* 1,491,431.51 \*  
 3,559,036.49 \* 3,918,05.61 \* 1,491,431.51 \* 1,491,431.51 \*

OPERATIONS AND MAINTENANCE FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
1987 TAXES	100,252.83	100,252.83	99,625.28	6,275.55	99,413.00	8,398.33 CR	8,398.33 CR
1988 TAXES		.00		.00	99,413.00	99,413.00	
BACK TAXES	3.49	3.49	3.49	.00		3.49 CR	3.49 CR
IN LIEU OF TAXES	62.14	62.14	62.14	.00		62.14 CR	62.14 CR
INTEREST ON INVESTMENTS	13,568.25	13,568.25	13,568.25	.00	13,000.00	5,682.50 CR	5,682.50 CR
OTHER REVENUE	9,282.00	9,282.00	8,237.75	1,044.25	12,500.00	3,218.00	3,218.00
	123,168.71	*123,168.71	*121,496.91 *	1,671.80	*24,326.00	*01,157.29	*101,157.29 *

PROTECTION, HEALTH AND SAFETY FUND

1987 TAXES	159,737.38	159,737.38	158,737.49	999.89	157,980.00	1,757.38 CR	1,757.38 CR
1988 TAXES		.00		.00	157,980.00	157,980.00	
BACK TAXES	5.56	5.56	5.56	.00		5.56 CR	5.56 CR
IN LIEU OF TAXES	99.02	99.02	99.02	.00		99.02 CR	99.02 CR
INVESTMENT INCOME	4,226.80	4,226.80	4,048.00	178.80	1.00	4,225.80 CR	4,225.80 CR
	164,068.76	*164,068.76	*162,890.07 *	1,178.69	*15,961.00	*51,892.24	*151,892.24 *

BUILDING BOND PROCEEDS FUND

STATE GRANTS	.00		.00	1.00	1.00	1.00	1.00
FEDERAL GRANTS	.00		.00	1.00	1.00	1.00	1.00
INVESTMENT INCOME	33,876.51	33,876.51	25,452.27	8,424.24	40,000.00	6,123.49	6,123.49
	33,876.51	*33,876.51	*25,452.27 *	8,424.24	*40,002.00	*6,125.49 *	6,125.49 *

WORKING CASH FUND

INVESTMENT INCOME	120,806.81	120,806.81	110,773.63	10,033.18	1,000.00	119,806.81 CR	119,806.81 CR
	120,806.81	*120,806.81	*10,773.63 *	10,033.18 *	1,000.00	*119,806.81 CR	119,806.81 CR

INSURANCE FUND

Account	Total Receipts	To Date	Prev. Mo. To Date	This Mo.	Budget	Unexpended	Unencumbered
1987 TAXES	92,990.92	92,990.92	91,339.82	1,651.10	99,412.00	6,421.08	6,421.08
1988 TAXES	.00			.00	99,413.00	99,413.00	99,413.00
BACK TAXES	3.26	3.26	3.26	.00		3.26	CR 3.26 CR
IN LIEU OF TAXES	58.01	58.01	4.82	53.19		58.01	CR 58.01 CR
INTEREST ON INVESTMENTS	4,102.02	4,102.02	3,679.87	422.15	1,000.00	3,102.02	CR 3,102.02 CR
	97,154.21	* 97,154.21	* 95,027.77	* 2,126.44	* 99,825.00	* 102,670.79	* 102,670.79 *

AUDIT FUND

1987 TAXES	9,300.53	9,300.53	9,135.40	165.13	9,000.00	300.53	CR 300.53 CR
1988 TAXES	.00			.00	9,000.00	9,000.00	9,000.00
BACK TAXES	.32	.32	.32	.00		.32	CR .32 CR
IN LIEU OF TAXES	5.80	5.80	.48	5.32		5.80	CR 5.80 CR
INTEREST ON INVESTMENTS	1,218.87	1,218.87	1,137.34	81.53	250.00	968.87	CR 968.87 CR
	10,525.52	* 10,525.52	* 10,273.54	* 251.98	* 16,250.00	* 7,724.48	* 7,724.48 *

SAUK VALLEY COMMUNITY COLLEGE

APPROVED BY  
Edward Johnson  
PRESIDENT  
Richard Johnson <sup>Program</sup>  
SECRETARY  
DATE 4/24/89