

**SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES AGENDA**  
**Third Floor Board Room**

**October 26, 1998**

**7:00 p.m.**

- A. Call to Order**
- B. Roll Call**
- C. Communication from Visitors**
- D. Consent Agenda**
  - 1. Approval of Minutes**
  - 2. Treasurer's Report**
  - 3. Bills Payable**
  - 4. Payrolls**      **September 30, 1998**      **\$174,813.51**  
                            **October 15, 1998**      **\$181,920.28**
  - 5. Budget Report**
  - 6. Health/Life Insurance Report**
  - 7. Appointment of Local Election Official**
  - 8. Closed Session Minutes**
- E. President's Report**
  - 1. Monthly Policy Reviews - 302.02, 303.01, 304.01**
  - 2. Position Updates**
  - 3. Distinguished Service and Years of Service Awards Luncheon**  
**(attached)**
  - 4. Northwestern Steel and Wire Company**
- F. Financial Reports and Actions**
  - 1. FY 98 Audit Report**
  - 2. Protection, Health, and Safety Projects**
- G. Closed Session (Appointment, employment, compensation, discipline, performance or dismissal of specific employees, collective negotiating matters, and the setting of a price for sale or lease of property owned by the public body, and Board self-evaluation)**

**H. Personnel**

**Appointment of Acting Director of Admissions**

**I. Other**

**Fringe Benefit Policy Changes (First Reading)**

**J. Reports**

- 1. Student Trustee**
- 2. ICCTA Representative**
- 3. Foundation Liaison**
- 4. Faculty Association**
- 5. Board Chair**
- 6. Board Members Comments**

**K. Adjournment**

**Board of Trustees Meetings**

**November 23, 1998**

**December 21, 1998**

**January 25, 1999**

**February 22, 1999**

**ICCTA Monthly Meetings**

**NWICCTA Meeting at Kishwaukee  
November 11, 1998 - 6:30 p.m.**

**November 14, 1998  
Lombard Embassy Suites, Lombard**

**Nothing Scheduled**

**January 15, 1999  
Pere Marquette Hotel, Peoria**

**Nothing Scheduled**

## **SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING MINUTES**

**October 26, 1998**

The Board of Trustees of Sauk Valley Community College met in regular session at 7 p.m. on October 26, 1998 in the third floor Board Room of Sauk Valley Community College, 173 Illinois Route #2, Dixon, Illinois.

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

Edward Andersen	Tom Jensen
Robert Thompson	William Yemm
B.J. Wolf	Richard Groharing
Jeri Anne Hose	

**Absent:** William Simpson

**SVCC Staff:** President Richard L. Behrendt  
Board Attorney Ole Bly Pace  
Vice President Phil Gover  
Vice President Joan Kerber  
Acting Vice President Jack Murphy  
Secretary to the Board Marilyn Vinson  
Director of College Relations Larry Lagow

**Consent Agenda:** It was moved by Member Wolf and seconded by Member Yemm that the Board remove Agenda Item D-8 - Closed Session Minutes from the Consent Agenda to Item I - Other and approve the balance of the Consent Agenda. In a roll call vote, all voted aye. Motion carried. Student Trustee Hose advisory vote: aye.

**President's Report:** President Behrendt reported on the Distinguished Service and Years of Service Awards Luncheon held on October 16 at the Brandywine Inn, that candidates were being interviewed at the present time for the Director of College Relations and Director of Financial Aid and that the College will re-advertise the Dean of Business, Technology and Natural Science position. Dr. Behrendt

then introduced Dr. Phil Gover who gave the Board an update on what the College plans to do in regard to the Northwestern Steel and Wire Company layoff situation.

**Audit Report:** Mr. Richard Wells of the College auditing firm was present to answer questions on the 1998 Audit. It was moved by Member Andersen and seconded by Member Hose that the Board approve the 1998 Audit as presented. In a roll call vote, all voted aye. Motion carried. Student Trustee Hose advisory vote: aye.

**Protection, Health, and Safety Projects:** It was moved by Member Andersen and seconded by Member Yemm that the Board approve the following three projects to be submitted to the Illinois Community College Board for approval as Protection, Health and Safety Projects:

Steam Coil Replacement  
Egress Corrections for ADA  
Exterior Masonry Walls Retaining Wall Repairs

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

**Closed Session:** At 7:25 p.m., it was moved by Member Jensen and seconded by Member Andersen that the Board adjourn to closed session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees, collective negotiating matters, Board self-evaluation, the setting of a price for sale or lease of property owned by the public body, and discussion of Closed Session meeting minutes. In a roll call vote, all voted aye. Motion carried. Student Trustee Hose advisory vote: aye.

**Regular Session:** The Board returned to regular session at 8:20 p.m.

- Appointment of Acting Director of Admissions: It was moved by Member Yemm and seconded by Member Hose that the Board approve the appointment of Cindy Alfano as Acting Director of Admissions, effective November 2, 1998 at a 12 month (pro-rated) salary of \$46,000 with the stipulation that she will retain her tenure as a counselor and may return to that position when a permanent Director of Admissions is appointed. In a roll call vote, all voted aye. Motion carried. Student Trustee Hose advisory vote: aye
- Fringe Benefit Policy: It was moved by Member Andersen and seconded by Member Thompson that the Board approve changes in Board Policy 419.01 Fringe Benefits Items C and F indicating only full-time employees are eligible. In a roll call vote, all voted aye. Motion carried. Student Trustee Hose advisory vote: aye.
- Closed Session Minutes: It was moved by Member Wolf and seconded by Member Thompson that the Board approve the attached list of Closed Session minutes to be kept closed. In a roll call vote, all voted aye. Motion carried. Student Trustee Hose advisory vote: aye.
- Reports: Student Trustee Hose reported on the one-man theater production, Galileo, held recently in the Mathis Theater, that a membership get-together was held by Phi Theta Kappa at Lowell Park, and they also attended an Illinois regional conference at Prairie State College. She also reported on the SAC committee meeting she had attended in Mt. Vernon, the Student Government 's successful blood drive, the speakers (Betsy Brill and Charlotte Crawford) who spoke on Gender Equity in Public Schools, the display on Domestic Violence in the East Mall, the play, Death of a Salesman, performed in the Mathis Theater, the band and chorus Prism concert, and that this was the start of Red Ribbon Week.
- ICCTA Representative Wolf reminded the Trustees of the NWICCTA meeting to be held at Kishwaukee on November 11 and the ICCTA monthly meeting to be held at Lombard.

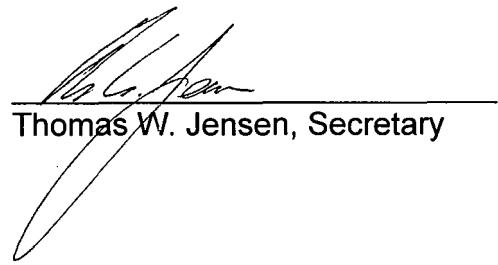
Page #4  
October 26, 1998

Foundation Liaison Yemm reported that the next Foundation meeting would be held on October 27, 1998.

Since the scheduled business was completed, it was moved by Member Andersen and seconded by Member Jensen that the Board adjourn. The next regular meeting will be held on November 23, 1998 at 7 p.m. in the third floor Board Room. In a roll call vote, all voted aye. Motion carried. Student Trustee Hose advisory vote: aye.

The Board adjourned at 8:25 p.m.

Respectfully submitted:

  
\_\_\_\_\_  
Thomas W. Jensen, Secretary

TO: Dr. Richard Behrendt

FROM: Jami V. Bradley

DATE: October 26, 1998

SUBJECT: Medical Insurance Report

The revenue and expenses for the Colleges medical insurance plan year ending June 30, 1999, are listed below. Please be advised that these amounts include retirees, COBRA participants and grant employees.

	<u>Month of</u> <u>Sep 1998</u>	<u>Plan Year</u> <u>To Date</u>
Revenue	\$41,619.14	\$160,090.51
Expenses:		
Medical claims	(69,812.26)	(202,996.17)
Fixed Costs	<u>(10,365.80)</u>	<u>(42,532.66)</u>
Revenue in excess of expenses	(38,558.92)	(85,438.32)
Beginning Accumulated Medical Insurance Pool at July 1, 1998		<u>280,000.54</u>
Ending Accumulated Medical Insurance Pool at June 30, 1999		\$194,562.22

n

cc: Insurance Advisory Committee  
Kris Murray

**For Board Meeting of  
October 26, 1998**

**Agenda Item D-7**

**APPOINTMENT OF LOCAL ELECTION OFFICIAL**

**It is necessary for the Board of Trustees to approve a resolution naming Marilyn Vinson as the Local Election Official to receive petitions and facilitate other Board election matters. Judy Scribner will be her alternate.**

**The first day candidates can circulate nominating petitions for the Board of Trustees' election is November 3, 1998. The first day to file these petitions will be January 25 and the last day to file will be February 1, 1999 before 5 p.m.**

**RECOMMENDATION:** **Board approval to appoint Marilyn Vinson as the Local Election Official with Judy Scriber as the alternate.**

## **ELECTION SCHEDULE COMMUNITY COLLEGE TRUSTEES**

The following dates have been confirmed by the State Board of Elections.

November 3, 1998	First day to circulate petitions.
January 25 - February 1, 1999	Period for filing nominating petitions.
February 11, 1999	Last day for board secretary to certify candidates to the election authority.
April 13, 1999	Election of community college board members at the consolidated election.
April 20, 1999	Last day for the community college board to canvass the election returns and declare winners.
November 2, 1999	The former "Non-Partisan" election date (11/2/99) has been eliminated. Persons elected on April 13, 1999 must be seated for the new board's organizational meeting. The organizational meeting must take place no more than 14 days after when the "Non-Partisan" election <u>would have been</u> -- or by November 16.
November 16	

### **The New Law PA 90-358 (HB 652)**

The term of office of a person elected at a nonpartisan election whose term begins before the effective date of this amendatory Act of 1997 shall expire on the date that his or her term would have expired had this amendatory Act of 1997 not been enacted. The term of office of a person elected at a consolidated election held on or after the effective date of this amendatory Act of 1997 to succeed to a term of office of a person elected at a nonpartisan election shall begin upon the termination of the predecessor's term of office. The term of office of a person elected to succeed to a term of office of a person elected at a nonpartisan election shall end after the next consolidated election at which a successor is elected and at the regularly scheduled time for the ending of terms of office as provided in the Act or Acts creating or governing that unit of local government or school districts.

**For Board Meeting of  
October 26, 1998**

**Agenda Item D-8**

**CLOSED SESSION MINUTES**

**Since the Board has once again reviewed the closed session minutes, a resolution containing the dates of closed sessions that should remain closed should now be presented for approval. The remaining minutes (some of which were closed before) can now be opened to the public and will be placed in the notebook maintained in the office of the Secretary to the Board of Trustees.**

**RECOMMENDATION:** **Board approval to keep confidential the attached closed session minutes.**

<u>Date of Closed Session</u>	<u>Reason to be kept confidential</u>
January 28, 1991	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
May 29, 1991	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
May 26, 1992 (second session)	Collective Bargaining
June 22, 1992 (second session)	Collective Bargaining
August 24, 1992 (first session)	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
	Collective Bargaining
February 22, 1993	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
March 22, 1993	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
May 24, 1993	Collective Bargaining
June 28, 1993	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
July 26, 1993 (first session)	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees

<u>Date of Closed Session</u>	<u>Reason to be kept confidential</u>
July 26, 1998 (second session)	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
August 23, 1993 (second session)	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
September 27, 1993 (second session)	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
January 24, 1994	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Sale or Acquisition of Real Estate
February 4, 1994	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
March 28, 1994	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Collective Bargaining
April 24, 1994	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Collective Bargaining
May 23, 1994	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees

<u>Date of Closed Session</u>	<u>Reason to be kept confidential</u>
June 27, 1994 (first session)	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Sale or Acquisition of Real Estate
(second session)	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
November 28, 1994	Board Self-Evaluation
December 19, 1994	Litigation When an Action has Been Filed or is Probable
January 23, 1995	Litigation When an Action has Been Filed or is Probable
February 1, 1995	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
March 27, 1995	Collective Bargaining
April 27, 1995	Collective Bargaining; Litigation When an Action has been Filed or is Probable; Setting Price for Real Estate
May 22, 1995	Collective Bargaining; Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
June 26, 1995	Litigation When an Action has been Filed or is Probable; Collective Bargaining

<u>Date of Closed Session</u>	<u>Reason to be kept confidential</u>
July 24, 1995	Collective Bargaining; Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
August 28, 1995	Collective Bargaining
September 29, 1995	Collective Bargaining
October 3, 1995	Collective Bargaining
October 18, 1995	Collective Bargaining
October 23, 1995	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
November 18, 1995	Appointment, Employment or Dismissal of an Employee
November 27, 1995	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Sale or Acquisition of Real Estate
January 22, 1996	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
February 26, 1996	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Sale or Acquisition of Real Estate
March 25, 1996	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees

<u>Date of Closed Session</u>	<u>Reason to be kept confidential</u>
April 22, 1996	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
May 28, 1996	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Collective Bargaining
June 17, 1996	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
July 22, 1996	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
August 26, 1996	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
September 30, 1996	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
November 25, 1996	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
January 27, 1997	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees

<u>Date of Closed Session</u>	<u>Reason to be kept confidential</u>
March 24, 1997	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Sale or Acquisition of Real Estate
April 28, 1997	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Collective Bargaining; Sale or Acquisition of Real Estate
May 27, 1997	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
June 23, 1997	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Litigation When an Action has been Filed or is Probable
July 28, 1997	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Collective Bargaining
August 25, 1997	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Litigation When an Action has been Filed or is Probable; Collective Bargaining
September 22, 1997	Collective Bargaining; Litigation When an Action has been Filed or is Probable

<u>Date of Closed Session</u>	<u>Reason to be kept confidential</u>
October 27, 1997	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Collective Bargaining
December 22, 1997	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Sale or Acquisition of Real Estate
January 26, 1998	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Collective Bargaining
February 6, 1998	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
February 23, 1998	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Collective Bargaining; Litigation When an Action has been Filed or is Probable
March 23, 1998	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees
April 29, 1998	Collective Bargaining; Sale or Acquisition of Real Estate
May 26, 1998	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Collective Bargaining; Sale or Acquisition of Real Estate

<u>Date of Closed Session</u>	<u>Reason to be kept confidential</u>
June 25, 1998	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees; Collective Bargaining; Litigation When an Action has been Filed or is Probable
July 27, 1998	Sale or Acquisition of Real Estate; Litigation When an Action has been Filed or is Probable; Collective Bargaining
August 24, 1998	Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees

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## 302.02 Payment of Bills

### **Responsibility of Treasurer**

The College Treasurer is responsible for all disbursements of College funds.

### **Board Approval**

All disbursements made by the Treasurer shall be submitted to the Board of Trustees for its approval.

### **Time of Disbursements**

A. The Treasurer may, in his or her discretion, disburse funds for payment of the following items prior to receipt of Board approval:

1. Regular payroll checks and related withholding payments;
2. Investments permitted by law;
3. Approved travel advances;
4. Travel reimbursements consistent with policy;
5. Student aid and stipends provided pursuant to recognized student aid programs;
6. Refunds to students, staff or retirees consistent with policy;
7. Charges, expenses, or honoraria for personal incidental services to the College by third parties rendered consistently with prior authorization or contract;
8. Bills eligible for discount;
9. Bills subject to penalty if not paid before the next Board of Trustee's Meeting;
10. Interfund transfers consistent with policy;
11. Auxiliary fund transfers consistent with policy;
12. Agency fund transfers consistent with policy; and

13. Other urgent bills which in the discretion of the Treasurer must be paid to protect the College.

All disbursement of funds authorized by this clause shall be submitted for Board ratification at the Board meeting immediately following these disbursements. Any payments made pursuant to clause #13 hereof shall be disclosed to the recipient as being subject to Board ratification and being conditional thereon.

B. All other disbursements shall be made by the Treasurer only after obtaining prior Board approval therefor.

12/16/91

303.01 Contracts

The Vice President of Administrative Services and the President are authorized by the Board to sign contracts and agreements subject to prior approval of the Board.

This policy shall apply except in cases specified by the State law which requires the signature of the Chairman or the Secretary of the Board, their designate, or the President of the College.

2/12/79

11/28/94

304.01 Disposition of Equipment

Disposal of obsolete equipment shall be accomplished by public advertisement upon recommendation of the President and approval of the Board.

2/12/79

**For Board Meeting of  
October 26, 1998**

**Agenda Item F-1**

**FY 98 AUDIT REPORT**

**Dan Ribordy and Dick Wells of our auditing firm will be present to review  
the 1998 Audit Report and answer any questions from the Board.**

**RECOMMENDATION:    Board approval of the 1998 Audit Report.**

**For Board Meeting of  
October 26, 1998**

**Agenda Item F-2**

**PROTECTION, HEALTH, AND SAFETY FUND PROJECTS**

**The 1998 Protection, Health, and Safety Fund levy will yield approximately \$545,000 and the administration is recommending the following projects:**

**Steam Coil Replacement**

**Egress Corrections for ADA**

**Exterior Masonry Wall and Retaining Wall Repairs**

**RECOMMENDATION:** **Board approval of the attached resolutions, budgets, and certification statements to be forwarded to the ICCB for approval as Protection, Health, and Safety Fund projects.**



**MEMORANDUM**

**TO:** Dr. Richard Behrendt

**FROM:** John M. Murphy 

**DATE:** October 20, 1998

**SUBJECT:** Protection, Health & Safety Projects

The following three projects have been identified for funding through the Protection, Health and Safety Tax Levy.

1. **Steam Coil Replacement** – The facility is currently ventilated by air handling units located throughout the building. Ventilation air is heated by steam coils located within the air handlers. Steam and condensate are corrosive by nature and as a result of thirty years of heating seasons, the heating coils are beginning to leak. Two coils have already been replaced under maintenance/repair. The scope of this project is to replace the remaining steam heating coils and steam pressure reducing valves that serve them in order to prevent equipment failures during the heating season. Projected budget - \$222,750.

2. **Egress Corrections – West Wing, Second Floor** – This project consists of two parts. First, the computer wing of the facility does not meet ADA/egress specifications and needs to be upgraded. This includes replacing carpet where necessary; replacing light fixtures lenses with anti-glare types; installation of new doors/frames/hardware and removal and replacement of drywall partitions.

Second, the electrical system supplying this portion of the building is loaded beyond its capability to provide quality power. This project would install a new electrical distribution system for computer loads only, providing high quality electrical power while decreasing the load on the existing distribution system for a more safe and reliable operation. Proposed budget - \$208,375.

3. **Exterior Masonry Wall and Retaining Wall Repairs** – The existing exterior masonry walls are in need of grinding and pointing of mortar joints to prevent water infiltration into the building at three areas. The landscape retaining walls (masonry) at the south end of the building are also in need of brick replacement, pointing of mortar joints and resetting of the slate coping due to severe weather deterioration. All tuckpointed wall surfaces will be cleaned and sealed. Projected budget – 113,634.

The 1998 Protection, Health and Safety Fund levy, payable in 1999, will yield approximately \$545,000. (The College has levied the maximum five cents for this fund for several years.) The approximate total of these projects is \$544,759. Protection, Health and Safety Projects must be at least \$25,000 and require ICCB approval. A copy of the most recent proposed project listing is attached.

I recommend that we seek Board approval of the attached resolutions, budgets, and certification statements regarding these projects.

n  
att

## **RESOLUTION TO APPROVE PROTECTION, HEALTH AND SAFETY PROJECT**

**WHEREAS**, pursuant to the provisions of the statutes of the State of Illinois, Community College District No. 506, is authorized to complete necessary projects dealing with health or safety of students, employees or visitors; and,

**WHEREAS**, the Board has received reports from a licensed professional architect/engineer that there is a project at SVCC which require repairs and alterations, as defined in 23 Illinois Administrative Code, Sec. 1501.601; and

**WHEREAS**, the project recommended for repair and alteration is:

Steam Coil Replacement	\$222,750.00
Egress Corrections – West Wing, Second Floor	208,375.00
Exterior Masonry Wall and Retaining Wall Repairs	<u>113,634.00</u>
	\$544,759.00

**WHEREAS**, all facilities described by the projects set forth are owned by SVCC.

**NOW, BE IT RESOLVED** by the Board of Trustees of Sauk Valley Community College District 506, as follows:

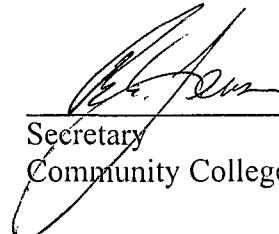
1. The recitals set forth above are incorporated herein and made a part hereof.
2. The physical facilities described in the project set forth above requires alteration or repair and is necessary to remove a health or safety hazard to the students, employees or visitors of SVCC.
3. There are not sufficient funds available in the Operations and Maintenance Fund of SVCC to complete the project set forth above.
4. The Board approves the completion of the Protection, Health, and Safety project described below:

Steam Coil Replacement  
Egress Corrections – West Wing, Second Floor  
Exterior Masonry Wall and Retaining Wall Repairs

5. The Administration is authorized to execute all documents, and to take all actions necessary, for approval and completion of this project consistent with Ill. Rev. Stat. Ch. 122 Paragraph 103-20.3.01 (and all other applicable statutes) and 23 Illinois Administrative Code Section 1501.608 (and all other applicable regulations).

Adopted October 26, 1998

  
Richard J. Sharmey  
Chairman  
Community College District 506

  
C. A. Hens  
Secretary  
Community College District 506

SAUK VALLEY COMMUNITY COLLEGE  
PROTECTION, HEALTH AND SAFETY PROJECTS (TAX LEVY)  
October 26, 1998

<u>PROJECT</u>	<u>Approved Budget</u>	<u>Projected Completion-Calendar Year</u>
1 ADA Accessibility Modifications	226,900	1998 (A)
2 Door Hardware (safety)	98,300	1998 (A)
3 Energy Efficiency Lighting	375,200	1998 (A)
4 Chiller Rooms and Theater Asbestos Removal, and Replace Curtain	200,000	1998 (A)
5 Repair Cooling Towers	54,040	1998 (A)
6 Walkway Lighting Repairs	26,861	1998 (A)
7 Retaining Wall Repair	51,128	1998 (A)
8 T-3 Roof Repair	40,889	1998 (B)
9 Well House Roof Membrane	40,960	1998 (B)
10 Repair Building Perimeter Cracks	226,584	1998 (C)
11 Tennis Courts	176,764	1998 (C)
12 Egress Corrections - West Wing, Second Floor	208,375	1999 (D)
13 Replace Steam Coils and Valves	222,750	1999 (D)
14 Exterior Masonry Wall & Retaining Wall Repair - Phase II	113,634	1999 (D)
15 Replace HVAC Controls	347,896	2000
16 Asbestos Abatement-(1K4, theater)	212,300	2000
17 Chilled Water Loop	505,000	2001
18 Replace Roof Over Admissions	50,000	2001
19 Repair Sidewalk Heating System	45,000	2001
20 Replace Chiller	375,000	2002
21 Repair Primary Electrical System	260,000	2002
22 Asbestos Abatement in Gym	300,000	2003
23 Replace Chiller	375,000	2003

(A) Project complete and/or pending close-out.

(B) Project approved by SVCC Board, ICCB and IBHE- contract awarded.

(C) Project approved by SVCC Board, ICCB and IBHE - currently under design.

(D) Project to be approved by SVCC Board at 10/26/98 meeting for 1998 Tax Levy

# **CAPITAL PROJECT APPLICATION FORM**

*(One Application Form per Project)*

District/College and District # Sauk Valley Community College District #506  
Contact Person John M. Murphy Phone # (815) 288-5511  
Project Title Steam Coil Replacement  
Project Budget \$ 222,750.00 Date 10/26/98

**Application Type (check the appropriate application type and follow instructions):**

- Locally Funded New Construction--complete/submit Sections I and II.  
 Locally Funded Remodeling--complete/submit Sections I and III.  
 Locally Funded New Construction and Remodeling--complete/submit Sections I, II, and III.  
 Protection, Health and Safety--complete/submit Section I and Attachment PHS.  
 Capital Renewal Project--complete/submit Section I and Attachment CRG.

**Section I (submit for ALL project approval requests)**

- A. Board of trustees action--attach a copy of the local board's resolution and certified minutes
  - B. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*)
  - C. A detailed description of the project's programmatic justification (*complete the narration section and attach*)
  - D. Board of trustees approved budget (*use the appropriate format on Attachment #1*)
  - E. Funding source (*use the appropriate format on Attachment #2*)

## Section II

- A. Is the requested project included in the District Site and Construction Master Plan? (See ICCB Rule 1501.602c for a definition of such a plan) Yes        No

If no, please update your District's Site and Construction Master Plan and submit to the ICCB. Anticipated date of completion \_\_\_\_\_

- B. Submit the new square footage allocation (*use Square Footage Summary Attachment*)

C. Has the site been determined professionally to be suitable for construction purposes?  
Yes  No

If yes, how was suitability determined (i.e., soil borings, inspection for hazardous materials, etc.)

### Section III

- A. Submit the remodeled square footage allocation (*use Square Footage Summary Attachment*)

## Attachment #2

### Funding Source

**District/College Name** Sauk Valley Community College District #506

**Project Name** Steam Coil Replacement

#### **Check the source(s) of funds:**

Available fund balance \_\_\_\_\_ Fund name (s): \_\_\_\_\_

(Including excess funds from  
previously approved protection,  
health, and safety projects)

Bond Proceeds \_\_\_\_\_ Type of bond issuance (s): \_\_\_\_\_

(including protection, health,  
and safety bonds)

Protection, Health, and \_\_\_\_\_ .021 Tax rate/fiscal year: \_\_\_\_\_ 1999

Safety Tax Levy

(ILCS 805/3-20.3.01)

Contract for Deed \_\_\_\_\_ Term of Contract for Deed in months: \_\_\_\_\_

(ILCS 805/3-36)

Lending Arrangement with a \_\_\_\_\_ Term of Lending Arrangements in months: \_\_\_\_\_

Financial Institution

(ILCS 805/3-37)

Lease Agreement \_\_\_\_\_ Term of Lease in months: \_\_\_\_\_

(ILCS 805/3-38)

Capital Renewal Funding \_\_\_\_\_ Proposed Fiscal Year Source(s): \_\_\_\_\_

**Protection, Health, and Safety Signature/Certification Page****Check if Applicable**

Energy Conservation Certification (see attachment, if applicable) \_\_\_\_\_

Structural Integrity Certification (see attachment, if applicable) \_\_\_\_\_

Budget Certification (see attachment, always required) \_\_\_\_\_ **X**

Feasibility Study Identifying Need of the Project \_\_\_\_\_

Other Documentation which May Support the Justification  
of this Project \_\_\_\_\_ **X**

We certify we have examined this application for the approval of a protection, health, and safety project, as defined in the project narration (programmatic and scope), the certifications listed above and any other documentation which may support this project as being eligible to be funded through a protection, health, and safety tax levy or from the proceeds of a protection, health, and safety bond issuance, as referenced in Attachment #2 (Funding Source).

Further, we certify the Board has approved the architect's recommended budget, as referenced in Attachment #1 (Project Budget) and this project(s) meets the requirements of 110 ILCS 805/3-20.3.01 of the Act for proposed project(s) to make repairs or alterations which provide for the protection, health, and safety of students, faculty, and visitors.

Approved by the Sauk Valley Community College Board of Trustees

Date October 26, 1998

Signed Robert J. O'Harey, Chairperson

John L. Peas, Secretary

## Scope

Provide a detailed description identifying the scope of the project.

The facility is ventilated by air handling units located throughout the building. Ventilation air is heated by steam coils located within the air handlers. Steam and condensate are corrosive by nature. Thirty years of heating seasons have caused some of the heating coils to start leaking due to material failure. Two of the coils have already been replaced under maintenance/repair. We propose replacing the remainder of the steam heating coils and replacing the steam pressure reducing valves that serve them in order to prevent equipment failures during the heating season.

## **Programmatic Justification**

Provide an explanation of the programmatic impact of the proposed project.

The facility is ventilated by air handling units that are approximately 30 years old. Some coils and valves have already been replaced. This project will replace the remaining steam coils and steam pressure reducing valves to prevent unscheduled outages that could disrupt classes. This replacement will insure that the system control valves operate to provide maximum comfort and safety throughout the building.

**PROTECTION, HEALTH, AND LIFE SAFETY**

**Budget and Certification**

Name and address of architect/engineer providing the estimate:

**Gage Consulting Engineers, Inc.  
1100 Jorie Blvd.  
Oak Brook, IL 60523**

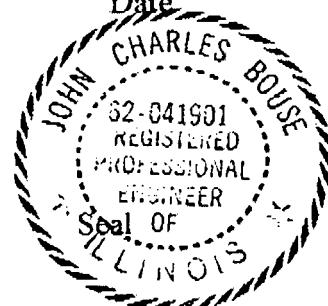
I certify that the recommended construction project description and cost figures referred to herein were prepared by me or under my supervision, and to the best of my knowledge the description of the existing conditions and cost funds become available. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.603 and meets the qualifications for an eligible protection, health, and safety project as defined in Section 3-20.3.01 of the Public Community College Act.

  
Architects/Engineers's Signature

062-041901  
Illinois Registration of License Number

10/26/98

Date



Proposed budget: Use Attachment #1 and provide additional budget information on a separate sheet of paper, if necessary, to further explain the project budget.

PROPOSED BUDGET

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>ESTIMATE</u>
A	Replace fifteen steam AHU coils.	\$ 150,000.
B	Replace fifteen steam PRV pilot valves.	37,500.
	10% Contingency	18,750.
	<u>Engineering Fee ( 8% of construction cost)</u>	<u>16,500.</u>
	Total Project Cost	\$ 222,750.

# **CAPITAL PROJECT APPLICATION FORM**

*(One Application Form per Project)*

District/College and District # Sauk Valley Community College District #506  
Contact Person John M. Murphy Phone # (815) 288-5511  
Project Title Egress Corrections - West Wing, Second Floor  
Project Budget \$ 208,375.00 Date 10/26/98

**Application Type (check the appropriate application type and follow instructions):**

- Locally Funded New Construction--complete/submit Sections I and II.  
 Locally Funded Remodeling--complete/submit Sections I and III.  
 Locally Funded New Construction and Remodeling--complete/submit Sections I, II, and III.  
 Protection, Health and Safety--complete/submit Section I and Attachment PHS.  
 Capital Renewal Project--complete/submit Section I and Attachment CRG.

### **Section I (submit for ALL project approval requests)**

- A. Board of trustees action--attach a copy of the local board's resolution and certified minutes
  - B. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*)
  - C. A detailed description of the project's programmatic justification (*complete the narration section and attach*)
  - D. Board of trustees approved budget (*use the appropriate format on Attachment #1*)
  - E. Funding source (*use the appropriate format on Attachment #2*)

## Section II



### Section III

- A. Submit the remodeled square footage allocation (*use Square Footage Summary Attachment*)

## Attachment #2

### Funding Source

**District/College Name** Sauk Valley Community College District #506  
**Project Name** Egress Corrections - West Wing, Second Floor

**Check the source(s) of funds:**

Available fund balance \_\_\_\_\_ Fund name (s): \_\_\_\_\_  
(Including excess funds from previously approved protection, health, and safety projects)

Bond Proceeds \_\_\_\_\_ Type of bond issuance (s): \_\_\_\_\_  
(including protection, health, and safety bonds)

Protection, Health, and Safety Tax Levy \_\_\_\_\_ Tax rate/fiscal year: \_\_\_\_\_  
(ILCS 805/3-20.3.01)

Contract for Deed \_\_\_\_\_ Term of Contract for Deed in months: \_\_\_\_\_  
(ILCS 805/3-36)

Lending Arrangement with a Financial Institution \_\_\_\_\_ Term of Lending Arrangements in months: \_\_\_\_\_  
(ILCS 805/3-37)

Lease Agreement \_\_\_\_\_ Term of Lease in months: \_\_\_\_\_  
(ILCS 805/3-38)

Capital Renewal Funding \_\_\_\_\_ Proposed Fiscal Year Source(s): \_\_\_\_\_

Protection, Health, and Safety Signature/Certification PageCheck if Applicable

Energy Conservation Certification (see attachment, if applicable) \_\_\_\_\_

Structural Integrity Certification (see attachment, if applicable) \_\_\_\_\_

Budget Certification (see attachment, always required) \_\_\_\_\_ **x**

Feasibility Study Identifying Need of the Project \_\_\_\_\_

Other Documentation which May Support the Justification  
of this Project \_\_\_\_\_ **x**

We certify we have examined this application for the approval of a protection, health, and safety project, as defined in the project narration (programmatic and scope), the certifications listed above and any other documentation which may support this project as being eligible to be funded through a protection, health, and safety tax levy or from the proceeds of a protection, health, and safety bond issuance, as referenced in Attachment #2 (Funding Source).

Further, we certify the Board has approved the architect's recommended budget, as referenced in Attachment #1 (Project Budget) and this project(s) meets the requirements of 110 ILCS 805/3-20.3.01 of the Act for proposed project(s) to make repairs or alterations which provide for the protection, health, and safety of students, faculty, and visitors.

Approved by the Sauk Valley Community College Board of Trustees

Date

October 26, 1998

Signed

Debby J. Schramm, ChairpersonDebby J. Schramm, Secretary

## Scope of Work

Provide an explanation of the specific work to be performed as part of this project.

**Reconfigure floor plan in Computer Wing to correct ADA/egress deficiencies.**  
This includes replacing carpet where necessary, replacing light fixture lenses with anti-glare types, installation of new doors/frames/hardware and removal of drywall partitions and installation of new partitions.

The electrical system supplying this portion of the building is loaded beyond its capability to provide quality power. This project would install a new electrical distribution system for computer loads only. This will provide clean high quality electrical power to computer systems and decrease the load on the existing distribution system providing safe more reliable operation.

## Programmatic Justification

Provide an explanation of the programmatic impact of the proposed project.

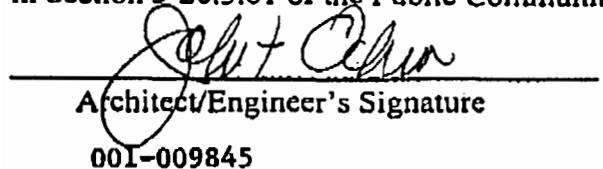
This project corrects egress deficiencies in three sets of classrooms to meet ADA specifications. It also corrects electrical deficiencies by adding a new electrical distribution system to provide clean power for computers. It will reduce computer wiring, improve classroom and laboratory efficiency as well as simplify the backbone and system management by consolidating most computer classrooms and labs into one area.

## Capital Projects Manual

16  
Page 16**PROTECTION, HEALTH, AND SAFETY PROJECT****Budget and Certification****Name and address of architect/engineer providing the estimate:**

I certify that the recommended construction project description and cost figures referred to herein were prepared by me or under my supervision, and to the best of my knowledge the description of the existing conditions and cost funds become available. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.603 and meets the qualifications for an eligible protection, health, and safety project as defined in Section 3-20.3.01 of the Public Community College Act.

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Architect/Engineer's Signature

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001-009845

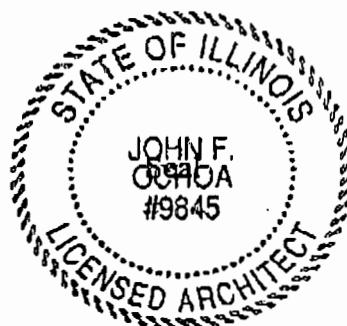
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Illinois Registration or License Number

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10/19/98

Date



**Proposed budget: Use Attachment #1 and provide additional budget information on a separate sheet of paper, if necessary, to further explain the project budget.**

Carpet replacement (\$4/S.F.)	\$20,000.00
Drywall partitions (\$5/S.F.)	30,000.00
Light fixture changes (\$90/ea.)	5,400.00
Electrical work (computer)	80,000.00
HVAC modifications	30,000.00
New doors/frames	10,000.00
Sub-total	\$175,400.00
10% Contingency	17,540.00
8% A/E Fees	<u>15,435.00</u>
<b>TOTAL</b>	<b>\$208,375.00</b>

# **CAPITAL PROJECT APPLICATION FORM**

*(One Application Form per Project)*

District/College and District # Sauk Valley Community College District #506  
Contact Person John M. Murphy Phone # (815) 288-5511  
Project Title Exterior Masonry Wall and Retaining Wall Repairs  
Project Budget \$ 113,634.00 Date 10/26/98

**Application Type (check the appropriate application type and follow instructions):**

- Locally Funded New Construction--complete/submit Sections I and II.  
 Locally Funded Remodeling--complete/submit Sections I and III.  
 Locally Funded New Construction and Remodeling--complete/submit Sections I, II, and III.  
 Protection, Health and Safety--complete/submit Section I and Attachment PHS.  
 Capital Renewal Project--complete/submit Section I and Attachment CRG.

**Section I (submit for ALL project approval requests)**

- A. Board of trustees action--attach a copy of the local board's resolution and certified minutes
  - B. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*)
  - C. A detailed description of the project's programmatic justification (*complete the narration section and attach*)
  - D. Board of trustees approved budget (*use the appropriate format on Attachment #1*)
  - E. Funding source (*use the appropriate format on Attachment #2*)

## Section II



### Section III

- A. Submit the remodeled square footage allocation (*use Square Footage Summary Attachment*)

## Attachment #2

### Funding Source

District/College Name Sauk Valley Community College District #506  
Project Name Exterior Masonry Wall and Retaining Wall Repairs

#### Check the source(s) of funds:

Available fund balance  Fund name (s):   
(Including excess funds from  
previously approved protection,  
health, and safety projects)

Bond Proceeds  Type of bond issuance (s):   
(including protection, health,  
and safety bonds)

Protection, Health, and  Tax rate/fiscal year:  1999  
Safety Tax Levy  
(ILCS 805/3-20.3.01)

Contract for Deed  Term of Contract for Deed in months:   
(ILCS 805/3-36)

Lending Arrangement with a  Term of Lending Arrangements in months:   
Financial Institution  
(ILCS 805/3-37)

Lease Agreement  Term of Lease in months:   
(ILCS 805/3-38)

Capital Renewal Funding  Proposed Fiscal Year Source(s):

**Protection, Health, and Safety Signature/Certification Page****Check if Applicable**

Energy Conservation Certification (see attachment, if applicable) \_\_\_\_\_

Structural Integrity Certification (see attachment, if applicable)  \_\_\_\_\_

Budget Certification (see attachment, always required)  \_\_\_\_\_

Feasibility Study Identifying Need of the Project \_\_\_\_\_

Other Documentation which May Support the Justification  
of this Project  \_\_\_\_\_

We certify we have examined this application for the approval of a protection, health, and safety project, as defined in the project narration (programmatic and scope), the certifications listed above and any other documentation which may support this project as being eligible to be funded through a protection, health, and safety tax levy or from the proceeds of a protection, health, and safety bond issuance, as referenced in Attachment #2 (Funding Source).

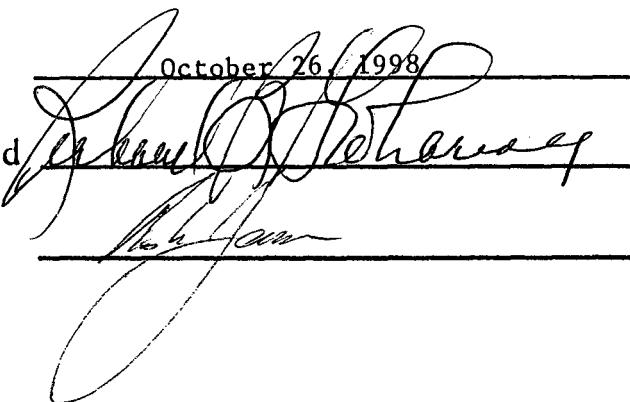
Further, we certify the Board has approved the architect's recommended budget, as referenced in Attachment #1 (Project Budget) and this project(s) meets the requirements of 110 ILCS 805/3-20.3.01 of the Act for proposed project(s) to make repairs or alterations which provide for the protection, health, and safety of students, faculty, and visitors.

Approved by the Sauk Valley Community College Board of Trustees

Date

October 26, 1998

Signed



John B. Behan, Chairperson

  
Mary Jane, Secretary

## Scope of Work

Provide an explanation of the specific work to be performed as part of this project.

**Existing exterior masonry walls at three areas are in need of grinding and pointing of mortar joints to prevent water infiltration into the building. These walls require a new metal flashing cap at top of wall to prevent future deterioration of mortar joints. Tuckpointed wall surfaces would be cleaned and sealed.**

**The landscape retaining walls (masonry) at the south end of building are in need of brick replacement, pointing of mortar joints and resetting of slate coping due to severe weather deterioration. These walls run adjacent to campus sidewalk used by students.**

## Programmatic Justification

Provide an explanation of the programmatic impact of the proposed project.

This project repairs three damaged and deteriorated areas of exterior brick wall. Bricks will be cleaned, tuckpointed, and a new metal flashing will be added to prevent future water damage. It will also repair retaining walls on the south side of the building that have become unsightly due to stains and structurally unsound due to defective bricks. These retaining walls are located along the walkways leading into and surrounding the College campus which are used by anyone entering or leaving the building.

Capital Projects Manual

Page 102d

**PROTECTION, HEALTH, AND SAFETY PROJECT**

**Budget and Certification**

Name and address of architect/engineer providing the estimate:

FGM, Inc.  
1211 West 22nd Street, Suite 209  
Oak Brook, IL 60523

I certify that the recommended construction project description and cost figures referred to herein were prepared by me or under my supervision, and to the best of my knowledge the description of the existing conditions and cost funds become available. I further certify that the project has been designed to meet the codes and standards required in Illinois Community College Board Rule 1501.603 and meets the qualifications for an eligible protection, health, and safety project as defined in Section 3-20.3.01 of the Public Community College Act.

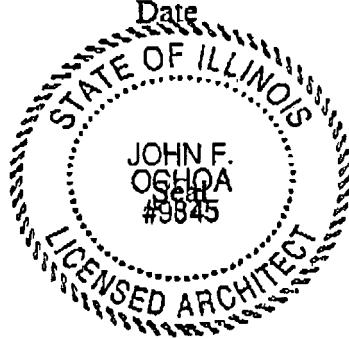
Architect/Engineer's Signature

001-009845

Illinois Registration or License Number

10/19/98

Date



Proposed budget: Use Attachment #1 and provide additional budget information on a separate sheet of paper, if necessary, to further explain the project budget.

1.	Base Coat (see Attachment I)	\$90,000.00
2.	Escalation	6,300.00
3.	Contingency	9,630.00
4.	A/E Fees	<u>7,704.00</u>
	TOTAL	\$113,634.00

ATTACHMENT I

SAUK VALLEY COMMUNITY COLLEGE

**PROBABLE COST OF CONSTRUCTION**

**FOR**

EXTERIOR MASONRY WALL AND RETAINING WALL REPAIRS

■ Tuckpoint and clean exterior masonry walls @ three locations (north side of building) for a total of 3,750 S.F. (Includes new metal flashing cap (entire length) of tuckpointed walls).	\$65,000.00
■ Repair existing masonry retaining walls at south side of building for a total of 750 L.F. Existing slate coping stones to be reset and caulked.	\$25,000.00
<b>TOTAL</b>	<b>\$90,000.00</b>

**For Board Meeting of  
October 26, 1998**

**Agenda Item H**

**APPOINTMENT OF ACTING DIRECTOR OF ADMISSIONS**

**The administration is recommending the temporary appointment of Cindy Alfano as Acting Director of Admissions. As the attached memorandum indicates, we have not been able to gather a sufficient number of qualified applicants for this position. Cindy will retain her tenure as a counselor and may return to that position when a permanent Director of Admissions is appointed.**

**RECOMMENDATION:** **Board approval of the appointment of Cindy Alfano as Acting Director of Admissions, effective November 2, 1998 at a 12 month (pro-rated) salary of \$46,000 with the stipulation that she will retain her tenure as a counselor and may return to that position when a permanent Director of Admissions is appointed.**

**SAUK VALLEY COMMUNITY COLLEGE**  
**VICE PRESIDENT OF STUDENT SERVICES**  
**MEMORANDUM**

---

**To:** Dr. Richard Behrendt  
**From:** Dr. Joan E. Kerber *JK*  
**Date:** October 4, 1998  
**Subject:** Position of Director of Admissions

On September 4, 1998, the position announcement for the Director of Admissions appeared in the Chronicle of Higher Education along with three other position vacancies at Sauk Valley Community College. Following several weeks each position received a substantial amount of qualified candidate applications except for the Director of Admissions. Therefore, I instructed Curt Devan to please send the announcement back to the Chronicle and also to list it with the professional organization for admissions and registrars, AACRAO. To date we have received only five applications for the position—two of which do not meet the minimum qualifications.

It is my belief that the timing for this position could not be worse. Normally, Directors of Admissions are searching for new positions in the Spring and Summer semesters and by Fall are very busy recruiting and getting their programs up and running.

The good news in this scenario is that one of the candidates is a known commodity to Sauk Valley Community College and not only meets the qualifications as advertised but also has gained the respect of the entire College community as a diligent and hard working individual. Cindy Alfano has been with the student services team at Sauk since September 1988 and I am recommending her to become Acting Director of Admissions until a more timely search can be conducted in the Spring.

Even though Ms. Alfano has not had direct experience as a Director of Admissions, I believe she will be able to continue with our recruiting and marketing efforts without missing a beat because of her active assistance with many of the programs that Steve Ullrick developed and implemented. High School recruiting, placement testing, and on-site enrollment as well as TGIF's, College Night, Career Fairs, and adult marketing workshops have all been activities at which Ms. Alfano has assisted on a regular basis. The high school counselors are very acquainted with Cindy through these activities and her involvement in the Rock River Guidance Association.

Given her background in counseling, where she has worked closely with both the financial aid office and the career services job placement office, I anticipate that she will expand the utilization of both of these areas in the recruiting process. Also, she will be an excellent supervisor for Pam Clodfeller since she has taught the career decision making class and has career counseling in her background.

Ms. Alfano's education consists of a master's degree in educational psychology/community counseling from University of Wisconsin-Milwaukee and a bachelor's degree in human services from the University of Wisconsin-Oshkosh. Her experience consists of thirteen years in related areas of student services.

Given the above information, it is without reservation that I recommend Ms. Alfano to the position of Acting Director of Admissions.

September 21, 1998

Curt Devan  
Coordinator of Personnel Services  
Sauk Valley Community College  
173 IL Route 2  
Dixon, Illinois 61021

Dear Mr. Devan,

I am very interested in the Director of Admissions, Records, and Placement position at Sauk Valley Community College. I believe my leadership skills, counseling background, and my many varied experiences in student services make me a strong candidate for this position.

As you will see from my enclosed resume, I would bring to the position a ten-year history in the Student Services Division at Sauk Valley Community College. My vast experiences have provided me with a well-rounded background. I am extremely knowledgeable of the institution, its programs, degrees and services. This knowledge allows me to effectively promote the college to prospective students. Also, I am actively involved in the recruitment process. I assist with the TGIF programs and take part in College Night, Parents Night, Career Day and local exposition events. I have also represented the college at various community organizations and businesses. As part of a team of faculty and staff I have administered the placement instrument and registered students at the district high schools. In addition, as a member of Rock River Guidance Association, I have had the opportunity to network and establish linkages with high school counselors. These relationships have resulted in an easier transition into college for many of our high school students. For example, I was instrumental in developing a much smoother matriculation process for students with disabilities. Finally, I am very knowledgeable of the career planning and job placement process. I have worked with many students deciding on a career as well as students preparing for employment. I look forward to working with Pam Clodfelter as the new Career and Job Placement Coordinator.

At Sauk I have experience coordinating various programs and coordinating an office. In my current position as Coordinator of Retention I am responsible for facilitating a college-wide retention committee, exploring strategies to enhance student success, and developing programs geared at increasing student retention. Also, I am a member of the college-wide marketing committee and am actively involved in the strategic/operational planning process for the students services division. In my tenure at the college I have also coordinated the College Wellness Center, which offered to students programs relating to health issues. My duties included recruiting and training Peer Leaders and writing, implementing and supervising several mini-grants. Lastly, I have served as the Coordinator of Counseling for one semester (sabbatical replacement). In this position I supervised the daily operations of the Counseling Office, as well as, hired, trained, and evaluated staff. These leadership experiences lend themselves well to the duties and responsibilities of the Director of Admissions, Records, and Placement.

Furthermore my counseling background provides me with a wealth of knowledge that will enhance the recruitment process. As Counselor, my primary responsibility is to provide academic, career, and personal counseling to a diverse student body. My other responsibilities include teaching a Student Success course, serving on various college and community organizations, and handling course and program articulation. I also have extensive computer skills. I am proficient in web page development and am knowledgeable of the Banner computer system. Over the years I have also become knowledgeable of financial aid guidelines and have been involved in many student activities.

Finally, as a first generation college student, my background is similar to many of the students at Sauk Valley Community College. From this experience, I know firsthand the challenges and struggles first generation college students face in pursuing an education. This personal experience allows me to both empathize and relate well with many of the students enrolled in at our institution.

In conclusion, I believe my experience as a counselor, coupled with my experiences in coordinator positions and my personal background, would make me a strong candidate for the Director of Admissions, Records and Placement. I welcome the opportunity to discuss this position or perhaps arrange an interview. I can be reached by phone at (815) 626-9106 or by e-mail at [alfanocm@essex1.com](mailto:alfanocm@essex1.com).

Sincerely,

*Cindy Alfano*  
Cindy Alfano

Enclosures

# CINDY ALFANO

---

Sterling, Illinois 61081• (815) 626-9106

## SUMMARY OF QUALIFICATIONS

- ◆ Extensive counseling background coupled with strong organizational skills.
- ◆ Demonstrated leadership skills while utilizing a teach approach.
- ◆ Effective problem solver using excellent written and verbal skills.
- ◆ Proficient computer skills and knowledge: Word, PowerPoint, Excel, Banner, Internet, and web page development.

## PROFESSIONAL EXPERIENCE

### Coordinator/Administrative

- ◆ Provide leadership to faculty and staff. Was selected to participate in the National Institute for Leadership Development.
- ◆ Develop, implement, and coordinate college-wide retention efforts.
- ◆ Prepare and submit reports regarding retention, assessment and wellness efforts.
- ◆ Continually research and evaluate the effectiveness of placement instruments.
- ◆ Serve as Assistant Transfer Coordinator for course articulation.
- ◆ Coordinate placement testing for the college.
- ◆ Implemented a computerized placement-testing instrument.
- ◆ Supervised daily activities of the Counseling Office.
- ◆ Train and evaluate Counseling Office staff.
- ◆ Work closely with various student organizations in developing and implementing programs.

### Programming/Publications

- ◆ Develop and maintain transfer guides for use by students and staff. Created database containing all transfer guides.
- ◆ Create and maintain the web pages outlining the services offered by the Counseling Office.
- ◆ Designed and implemented new placement testing process for students with special needs.
- ◆ Create publications such as "Student Success" handbook, informational newsletter, and promotional flyers.
- ◆ Developed multimedia presentations for recruitment and classroom purposes.
- ◆ Developed and served as the Coordinator of the Wellness Center which implemented educational programs relating to health issues.
- ◆ Wrote and supervised several mini-grants totaling over \$3,500.
- ◆ Recruited, trained and supervised Wellness Center Peer Leaders.

### Counselor

- ◆ Provide academic, career, personal, and transfer counseling to a variety of students including traditional, non-traditional, high risk, and students with special needs.
- ◆ Assist with college workshops including College Night, Career Day, College Planning for Returning Adults and high school visitation programs.

- ◆ Assist students in the financial aid application process.
- ◆ Work closely with Career and Job Placement Coordinator in providing services to students.
- ◆ Teach "Student Success" and "Career Decision Making" courses.
- ◆ Serve on college committees: Retention, Instructional Standards, Curriculum, Student Grievance, and Wellness Action Team.
- ◆ Utilize various career assessment instruments/programs: DISCOVER, Strong Interest Inventory, Myers Briggs Type Indicator, Self-Directed Search, and Horizons.
- ◆ Developed and implemented study skills workshops.

## **EMPLOYMENT HISTORY**

**Sauk Valley Community College • Dixon, Illinois 61021• September 1988 to present**

Coordinator of Retention	August 1995 to the present
Counselor/Assistant Professor	January 1990 to the present
Coordinator of Counseling	August 1994 to January 1995, sabbatical replacement
Student Support Services Counselor	September 1988 to January 1990

## **EDUCATION**

**Northern Illinois University and Western Illinois University**

Completed several courses in Educational Psychology doctoral program and courses of interest including Students with Special Needs, Research and Planning, Accounting, and Educational Technology.

**University of Wisconsin-Milwaukee**

**M.S. Educational Psychology, Community Counseling** August 1988

**University of Wisconsin-Oshkosh**

**B.S. Human Services, Substance Abuse Concentration** August 1985

## **RELATED EXPERIENCE**

Fieldwork/Practicum Counselor	University of Wisconsin-Milwaukee (1987-88)
Career Services Assistant	University of Wisconsin-Milwaukee (1987-88)
Research Assistant	University of Wisconsin-Milwaukee (1986-87)
Fieldwork Counselor	Fox Valley Technical Institute in Oshkosh, WI (1985)

## **PROFESSIONAL ORGANIZATIONS**

**Illinois Counseling Association**

**Illinois College Counseling Association**

**Rock River Guidance Association**

**Counselors of Illinois Community Colleges**

**United Counties AIDS Network**

# CINDY ALFANO

## ***Admissions Experience***

- ✓ High School Visits
- ✓ Department of Children and Family Services recruitment visit
- ✓ SVCC College Night
  - Designed Poster
  - Designed Flyer
- ✓ TGIF
  - Member of presentation team
  - Created PowerPoint Presentation
  - Developed promotional information/handouts
- ✓ High School Counselor Appreciation Breakfast
- ✓ High School Assessment Program
- ✓ High School Registration
- ✓ Connections with High School Counselors
- ✓ Member of Rock River Guidance Association
- ✓ Career Fair
- ✓ College Planning Workshops
- ✓ Represent College at various Expos
- ✓ Assist with Honors Credit In Escrow program
- ✓ Degree Audits

## ***Administrative Experience – Coordinator of Retention and Coordinator of Counseling***

- ✓ Provide leadership within Student Services Division and College
- ✓ Develop, implement and coordinate college-wide programs
- ✓ Serve as Assistant Transfer Coordinator
- ✓ Supervise assessment program for the college
- ✓ Evaluated Counseling Office staff
- ✓ Member of College Marketing Committee
- ✓ Coordinated Wellness Center

## ***Personal Qualities***

- ✓ Dedicated, loyal and hard-working
- ✓ Ten year history within the Student Services Division
- ✓ Strong reputation within the College and the Community
- ✓ Extremely knowledgeable of College, degrees, programs
- ✓ First generation college student
- ✓ Counseling background transfers well into the Admissions Office
- ✓ Provide stability to an Office experiencing many changes

For Board Meeting of  
October 26, 1998

**Agenda Item I**

**FRINGE BENEFIT POLICY CHANGES  
FIRST READING**

Attached are proposed changes to Board Policy 419.01 Fringe Benefits--(Item C) regarding Section 125 and (Item F) regarding tuition reimbursement for administrative, professional/technical, and support staff.

**RECOMMENDATION:** Board approval of changes to Board Policy 419.01 Fringe Benefits (Items C and F) for first reading.

## PROPOSED CHANGES TO ITEMS C AND F

retirees and will be terminated from the College's group health plan. (On August 18, 1997, the Governor approved Senate Bill 423 which established a program of health, dental and vision benefits for retired employees of community college districts. This plan will be administered by the Illinois Department of Central Management Services and is similar to the benefits provided to state university retirees.)

C. Section 125 - details of Section 125 for all full-time faculty members may be found in the Faculty Contract.

The Board shall establish a Section 125 plan in accordance with the requirements of *full-time* Section 125 of the Internal Revenue Code through salary reduction that will allow ~~employees~~ to elect to designate a portion of their salary for the payment of group insurance premiums.

D. Tuition Free Enrollment - details of tuition free enrollment for all full-time faculty members may be found in the Faculty Contract.

The college offers tuition free enrollment at Sauk Valley Community College for all full-time employees, their spouses, and their children under 23 years of age. Part-time employees working at least 20 hours per week and having completed 1 year of service are eligible for tuition waivers on a prorated basis. If an employee dies while working for the College, this tuition waiver will remain in effect for his/her surviving dependents under 23 years of age. It is the obligation of the employee to pay the student activity fee.

E. Academic Robe Expenses - the College will pay regular expenses for academic robes and regalia required for any Sauk Valley Function.

F. Tuition Reimbursement - details of tuition reimbursement for all full-time faculty members may be found in the Faculty Contract.

The Board will pay tuition and mandatory fees at the rate of not more than \$115 per *full-time* credit hour up to a maximum of \$1,380 per year for those courses taken by ~~full-time~~ *full-time* administrators, and ~~full-time~~ support and professional/technical staff, providing these courses are related to their work at the College. All courses must be approved in advance by the respective Vice President/President and reimbursement will be limited to 12 credit hours per year. Any exceptions are to be made by the appropriate Vice President/President with the approval of a developmental plan.

SAUK VALLEY COMMUNITY COLLEGE  
 BOARD OF TRUSTEES - TREASURER'S REPORT  
 October 26, 1998

CHECKING ACCOUNTS

<u>INTEREST BEARING ACCOUNTS</u>	<u>FINANCIAL INSTITUTION</u>	<u>INTEREST RATE</u>	<u>AMOUNT</u>
General Account	Sterling Federal, Sterling	4.28	\$1,443,212.80
Bookstore Account	Sterling Federal, Sterling	4.49	76,343.73
Illinois Public Treasurers	First of America Bank,		
Investment Pool	Springfield	5.43	<u>1,278,368.51</u>
<b>SUBTOTAL INTEREST BEARING CHECKING ACCOUNTS</b>			<b>2,797,925.04</b>

NON-INT. BEARING ACCOUNTS FINANCIAL INSTITUTION

Restricted	Sterling Federal, Sterling	134,525.26
Insurance Account	Sterling Federal, Sterling	0.00
<b>SUBTOTAL NON-INTEREST BEARING CHECKING ACCOUNTS</b>		<b>134,525.26</b>

MONEY MARKET

ABN-AMRO Investment Services, Inc.	4.77	<u>32,388.70</u>
<b>SUBTOTAL MONEY MARKET FUNDS</b>		<b>32,388.70</b>
<b>TOTAL CHECKING ACCOUNTS</b>		<b><u>\$2,964,839.00</u></b>

INVESTMENTS

<u>FUND</u>	<u>FINANCIAL INSTITUTION</u>	<u>INTEREST RATE</u>	<u>RENEWAL DATE</u>	<u>AMOUNT</u>
Educational Fund	Mercantile Bank, Sterling	5.10	12-09-98	\$ 400,000.00
Educational Fund	Union Bank, Tampico	5.48	12-30-98	200,000.00
Operations & Maintenance	Milledgeville State Bank	5.80	10-12-98	100,000.00
Operations & Maintenance	Mercantile Bank, Sterling	5.10	12-09-98	100,000.00
Protection, Health & Safety	Union Bank, Tampico	5.52	10-22-98	100,000.00
Protection, Health & Safety	Amcore Bank, Sterling	5.85	06-30-99	200,000.00
Protection, Health & Safety	Amcore Bank, Sterling	5.85	07-30-99	100,000.00
Bond & Interest	Union Bank, Tampico	5.52	10-22-98	100,000.00
Bond & Interest	Mercantile Bank, Sterling	5.15	10-24-98	200,000.00
Bond & Interest	Union Bank, Tampico	5.48	10-30-98	100,000.00
Auxiliary	Union Bank, Tampico	5.91	06-02-99	300,000.00
Working Cash	Amcore Bank, Sterling	5.50	01-30-99	200,000.00
Working Cash	Union Bank, Tampico	5.76	03-03-99	1,000,000.00
Working Cash	First National Bank, Amboy	6.20	04-03-99	1,000,000.00
Working Cash	Amcore Bank, Sterling	5.85	07-22-99	300,000.00
Liab., Prot. & Settlement	Amcore Bank, Sterling	5.50	01-30-99	100,000.00
Liab., Prot. & Settlement	Milledgeville State Bank	5.51	02-09-99	100,000.00
Liab., Prot. & Settlement	Union Bank, Tampico	5.91	05-29-99	200,000.00
Liab., Prot. & Settlement	Amcore Bank, Sterling	5.85	07-22-99	100,000.00
Building Bond Proceeds	Amcore Bank, Sterling	5.76	02-19-99	1,000,000.00
<b>SUBTOTAL INVESTMENTS</b>				<b>\$ 5,900,000.00</b>

*SAUK VALLEY COMMUNITY COLLEGE*  
 APPROVED BY  
*John B. Wherry*

PRESIDENT

SECRETARY

DATE 10-26-98

**BOND INVESTMENTS**

Liability, Protection & Settlement	Hanover Park, IL	5.00	12-01-98	\$456,814.03
Liability, Protection & Settlement	District Columbia	4.60	06-01-99	49,768.83
Liability, Protection & Settlement	St. Louis, MO Mun Fin	4.65	02-15-00	468,263.13
Liability, Protection & Settlement	Hawaii St.	4.00	11-01-00	493,492.84
Liability, Protection & Settlement	St. Louis, MO Mun Fin	4.90	02-15-02	556,745.24
Liability, Protection & Settlement	Naperville, IL	4.20	12-01-02	542,575.35
Liability, Protection & Settlement	Alachua Cnty Fal Sch	4.20	07-01-02	48,786.41
Liability, Protection & Settlement	Cook County II Twp	5.00	12-01-03	581,288.76
Liability, Protection & Settlement	Seattle WA L&P	4.70	11-01-04	228,211.30
Liability, Protection & Settlement	GA Mun Elec Auth	4.70	01-01-05	378,488.89
Liability, Protection & Settlement	NC Mun Elec Auth	5.25	01-01-06	311,835.47
Liability, Protection & Settlement	Sun Prairie Wis Sch	5.20	04-01-06	337,648.75
Liability, Protection & Settlement	Las Cruces NM	5.10	12-01-06	202,914.48
Liability, Protection & Settlement	Carol Stream IL Tax	5.20	01-15-07	201,643.72
Liability, Protection & Settlement	Anch AL Tel Util	5.30	03-01-07	<u>154,620.03</u>
SUBTOTAL BCNDS				\$5,013,097.23

**TOTAL INVESTMENTS**\$10,413,097.23

SAUK VALLEY COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
OCTOBER 26, 1998

SUMMARY OF BILLS PAYABLE

AMOUNT

Pages 1-46		\$1,169,340.26
General Operating Funds		
Pages 47-50		224,296.48
Restricted Fund		
Pages 51-59		195,187.77
Bookstore		
<b>TOTAL</b>		<b><u>\$1,588,824.51</u></b>

*Galena D. Sharer*  
SAUK VALLEY COMMUNITY COLLEGE  
APPROVED BY  
*Galena D. Sharer*  
PRESIDENT  
*Galena D. Sharer*  
SECRETARY  
DATE 10-26-98

Void 13989 & 13990

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
				VENDOR'S	INTERNAL					
G0013991	09/25/98	481740645	Adams, Linda J.		50002713	01		230000		12.00
G0013992	09/25/98	ALLJAY	Allison, Jay	PETIT JEAN	10019357	050600	460702	550900	6050	50.00
G0013993	09/25/98	ACA	American Counseling Associa	98-99 DUES	10019369	01	411000	540600	8010	136.00
G0013994	09/25/98	AMEEXP1	American Express Financial Adv	9-30 PR	10019310	01		212010		375.00
G0013995	09/25/98	348788283	Andersen, Tyler R.		50002714	01		230000		828.00
G0013996	09/25/98	320501488	Anderson, Theresa		50002731	01		230000		1,200.00
					50002732	01		230000		480.00
								CHECK TOTAL		1,680.00
G0013997	09/25/98	APT	APT	98-99 DUES	10019368	01	412000	540600	3060	85.00
G0013998	09/25/98	AUGCOL	Augustana College	ENTRY FEE	10019348	050600	460202	550900	6050	90.00
G0013999	09/25/98	337820499	Avelar, Eric P.		50002727	01		230000		143.00
G0014000	09/25/98	281523674	Balfantz, Gary	PETTY CASH	10019371	050600		113020		100.00
G0014001	09/25/98	349745729	Barnes, Kris	TRVL-9/19/98	10019372	050600	460305	550900	6050	144.80
G0014002	09/25/98	381648694	Bosley, Tom	REFEREE 10/1	10019347	050600	460305	530900	6050	65.00
G0014003	09/25/98	331320056	Bowman, Donna J.		50002720	01		230000		154.78
G0014004	09/25/98	321783450	Boyer, Andrea L.	GM WRKR 10/1	10019342	050600	460305	530900	6050	15.00

REPORT PERIOD  
FISCAL YEAR 1999  
BANK: 1 Sterling Federal Bank- Ge (cont.)

Check Register  
From 09/25/98 To 09/25/98

TIME: 03:37 PM  
PAGE: 2

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		VENDOR'S NAME	INTERNAL	VENDOR'S NAME	INTERNAL					
G0014005	09/25/98	BROMUS	Broadcast Music, Inc	98-99 LIC FEE	I0019384	050600	460800	540900	6050	289.00
G0014006	09/25/98	339781169	Burgess, Jason L	TELEPHONE	I0019338	02	545000	570500	7060	18.17
G0014007	09/25/98	CAPGUA	Capital Guardian Trust Company	9-30 PR	I0019311	01		212180		375.00
G0014008	09/25/98	393070147	Cartwright, Helen		S0002728	01		230000		15.00
G0014009	09/25/98	356600013	Cavazos, Candida		S0002729	01		230000		1,260.48
G0014010	09/25/98	COMCOO	Community Coordinated Child Ca	MEMBERSHIP	I0019377	050500	414000	540190	6030	30.00
G0014011	09/25/98	334802845	Cox, Sarah N.		S0002719	01		230000		102.00
G0014012	09/25/98	483908003	Cox, Terry J.	TRL-9-19-98	I0019373	050600	460204	550900	6050	144.45
G0014013	09/25/98	331469729	Cunningham, Pamela S.	NETWORK DAY	I0019360	01	352400	550100	1040	38.50
G0014014	09/25/98	DCPLOH	DCP Lohja Inc	ITP REFUND	I0019386	01	345100	450420	4020	450.00
G0014015	09/25/98	548531077	Delgado, Star		S0002718	01		230000		138.00
G0014016	09/25/98	DONCOM	Donaldson Company, Inc	ITP REFUND	I0019383	01	345300	450420	4020	880.00
G0014017	09/25/98	337641927	Dowding, Peter M.		S0002717	01		230000		690.00
G0014018	09/25/98	324509115	Drane, Paula		I0019378	050500	414000	540190	6030	66.81
G0014019	09/25/98	361687751	Eissens, Mark A.		S0002716	01		230000		15.00
G0014020	09/25/98	EQULIF	Equitable Life Assurance	9-30 PR	I0019312	01		212020		132.00

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NAME	VENDOR'S INTERNAL	INTERNAL						
G0014021	09/25/98	323800730	Everly, Shawntay M.		S0002712	01		230000		400.00
G0014022	09/25/98	FARNEW	Farmers New World Life Insuran	9-30 PR	I0019313	01		212040		25.00
G0014023	09/25/98	FEDEXP	Federal Express Corp	4-646-33978	I0019334	01	513000	540430	8060	20.50
G0014024	09/25/98	FEDLIF	Federal Life Insurance Company	9-30 PR	I0019314	01		212050		20.00
G0014025	09/25/98	FRALIF	Franklin Life Insurance Compan	9-30 PR	I0019315	01		212060		670.00
G0014026	09/25/98	319344604	Gericke, Thomas H.		I0019358	050130	345400	550100	4090	73.20
G0014027	09/25/98	329428902	Gospodarczyk, Thomas J.	TRVL-9/18/98	I0019385	050130	345400	550100	4090	446.11
G0014028	09/25/98	354340409	Gover, Phil	9/17 U OF I	I0019336	01	311000	550100	8010	137.64
G0014029	09/25/98	355283868	Halgren, Betty		I0019351	01	363200	540410	2020	28.75
G0014030	09/25/98		Holiday Inn	HOTEL	I0019382	01	610100	550100	3060	319.68
G0014031	09/25/98	484502613	Holtam, Richard		I0019335	01	419000	550100	3090	29.25
G0014032	09/25/98	HORMAN	Horace Mann Insurance Company	9-30 PR	I0019316	01		212080		25.00
G0014033	09/25/98	349701686	Hose, Jeri A.	ICCB MTG	I0019337	050600 01	460600 110000	550900 550100	6050 8050	23.90 71.68
									INVOICE TOTAL	95.58
G0014034	09/25/98	ICCCA	ICCCA	CONF-LAGOW	I0019366	01	212100	550100	8030	85.00
				CONF-SEGUIN	I0019367	01	321000	550100	2080	85.00
								CHECK TOTAL		170.00

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER			FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NAME		VENDOR'S	INTERNAL						
G0014035	09/25/98	IDEA	IDEA	CONFERENCE	I0019364	01	323200	550100	1010		105.00
G0014036	09/25/98	ICCB	Illinois Community College Boa	CONF-KIDDER	I0019363	01	332300	550100	1020		105.00
G0014037	09/25/98	ILLDEP	Illinois Department of Revenue	9-30 PR	I0019326	01		210200			6,990.66
G0014038	09/25/98	ILLMUT	Illinois Mutual	9-30 PR	I0019324	01		211500			27.26
G0014039	09/25/98	INDSTA	Indiana State University	BANNER CONFER	I0019389	01	369000	550100	8080		45.00
					01	321000	550100	2080			45.00
					01	430100	550100	3040			45.00
					01	430100	550100	3040			45.00
					01	420000	550100	3010			45.00
					01	420000	550100	3010			45.00
					01	520100	550100	8020			45.00
					01	520100	550100	8020			45.00
						INVOICE TOTAL					360.00
G0014040	09/25/98	INTREV	Internal Revenue Service	9-30 PR	I0019331	01		210900			90.39
G0014041	09/25/98	KAGJOE	Joel A. Kagann, Circuit Court	9-30 PR	I0019330	01		210900			130.00
G0014042	09/25/98	326440053	Kerber, Joan E.		I0019381	01	411000	550100	8010		326.53
G0014043	09/25/98	354487012	Leseman, Jolene K.	GM WRKR 10/1	I0019344	050600	460305	530900	6050		15.00
G0014044	09/25/98	354487012	Leseman, Jolene K.	TRVL-9/20/98	I0019375	050600	460303	550900	6050		252.45
				TRVL 9-18-98	I0019376	050600	460301	550900	6050		203.58
						CHECK TOTAL					456.03
G0014045	09/25/98	LRPPUB	LRP Publications	1471031	I0019349	01	412000	540600	3060		195.00

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NAME	VENDOR'S INTERNAL	9-30 PR	I0019332					
G0014046	09/25/98	MEYLYD	Lydia S Meyer, Trustee	9-30 PR	I0019332	01	210900			125.00
G0014047	09/25/98	MAISTA	Main Stay Funds	9-30 PR	I0019317	01	212170			75.00
G0014048	09/25/98	315646413	Matheney, Janet I.	9/22 IAI MTG	I0019350	01	441100	550100	3020	113.60
G0014049	09/25/98	356769309	Maynard, Christopher M		S0002726	01	230000			107.00
G0014050	09/25/98	330722316	McCormick, Nicholas J		S0002733	01	230000			782.00
G0014051	09/25/98	326305749	McCormick, Sally A		S0002734	01	230000			50.00
G0014052	09/25/98	347408329	Mendoza, Michelle	ADVANCE	I0019379	01	212100	550100	8030	763.20
G0014053	09/25/98	MODSHO	Modern Shoe Shop	11302	I0019339	050600	460204	540120	6050	12.00
G0014054	09/25/98	MONSHO	Monogram Shoppe	1667	I0019345	050600	460305	540120	6050	128.25
G0014055	09/25/98	335828871	Mucci, Dem A.		S0002725	01	230000			122.40
G0014056	09/25/98	NCMPR	Nat'l Council for Marketing	2 DINNERS	I0019356	01	212100	550100	8030	40.00
G0014057	09/25/98	NOREAS	Northeastern Illinois Universi	CONF-NOLL	I0019361	01	420000	550100	3010	125.00
G0014058	09/25/98	NORLIF	Northern Life Insurance Compan	9-30 PR CF45	I0019318	01	212030			85.00
G0014059	09/25/98	PARCOL	Parkland College	98-99 DUES	I0019362	01	420000	540600	3010	20.00
G0014060	09/25/98	319747273	Follow, Kristy A.	GM WRKR 10/1	I0019341	050600	460305	530900	6050	15.00
G0014061	09/25/98	PUTRET	Putnam Retirement Plan Service	9-30 PR	I0019319	01	212030			500.00

REPORT PERIOD  
FISCAL YEAR 1999  
BANK: 1 Sterling Federal Bank- Ge (cont.)

Check Register  
From 09/25/98 To 09/25/98

TIME: 03:37 PM  
PAGE: 6

CHECK NUMBER	DATE	PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NUMBER	NAME	VENDOR'S	INTERNAL					
G0014062	09/25/98	RAMCOU	Ramsey County Child Support -	9-30 PR	I0019333	01		210900		268.80
G0014063	09/25/98	ROCFAL	Rock Falls Chamber of Commerce	5 TICKETS	I0019340	050130	345400	550100	4090	25.00
G0014064	09/25/98	318782694	Rodefer, Joy M.	GM WRKR 10/1	I0019343	050600	460305	530900	6050	15.00
G0014065	09/25/98	SCHEMP	School Employees Credit Union	9-30 PR	I0019328	01		210500		23,505.06
G0014066	09/25/98	398402869	Seguin, Michael		I0019355	01	321000	550100	2080	82.77
G0014067	09/25/98	330500205	Smith, Ira R.		S0002724	01		230000		12.00
G0014068	09/25/98	SOUILL	Southern Illinois University	CONF-WARDELL	I0019370	01	333100	550100	1030	104.00
G0014069	09/25/98	STAUNI	State Universities Retirement	9-30 PR	I0019329	01		210500		20,812.83
G0014070	09/25/98	339524175	Steder, Carol A.	STD LN 9/22/98	I0019380	051400		130905		300.00
G0014071	09/25/98	357408108	Stewart, James L.	TRVL-9-17-98	I0019374	050600	460203	550900	6050	128.97
				TRVL/9-18-98	I0019387	050600	460203	550900	6050	257.26
				TRVL - 9/21/98	I0019388	050600	460203	550900	6050	373.23
								CHECK TOTAL		759.46
G0014072	09/25/98		Super 8 Motel	R948922LK	I0019359	01	441100	550100	3020	102.08
G0014073	09/25/98	SAUFOU	SVCC Foundation	9-30 PR	I0019327	01		210700		5.00
G0014074	09/25/98	345403751	Thennes, Roger	REFEREE 10/1	I0019346	050600	460305	530900	6050	65.00

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT	
				VENDOR'S	INTERNAL						
G0014075	09/25/98	318401202	Thomas, Robert	I0019352	01	362100	550100	2010		48.85	
				I0019365	01	362100	540500	2010		201.47	
									CHECK TOTAL	250.32	
G0014076	09/25/98	333688268	Thome, Casey A.	S0002723	01					138.00	
G0014077	09/25/98	TIACRE	TIAA/CREF	9-30 PR		I0019320	01		212150	6,808.31	
G0014078	09/25/98	321807952	Trobaugh, Chris D.			S0002722	01		230000	15.00	
G0014079	09/25/98	TRUMAR	Trustmark Insurance	9-30 PR		I0019325	01		211500	795.63	
G0014080	09/25/98	479528871	Tuftty, Jeanine M.	NETWORK DAY		I0019353	01	352400	550100	1040	38.50
G0014081	09/25/98	VANGU	Vanguard Fiduciary Trust Compa	9-30 PR		I0019322	01		212160		500.00
G0014082	09/25/98	VALIC	Variable Annuity Life Insuranc	9-30 PR		I0019321	01		212190		360.00
G0014083	09/25/98	WADREE	Waddell & Reed, Inc	9-30 PR		I0019323	01		212160		175.00
G0014084	09/25/98	319382987	Willett, Mary S.	NETWORK DAY		I0019354	01	352200	550100	1040	56.50
G0014085	09/25/98	359700923	Williams, Tiffiny E.			S0002721	01		230000		46.00
G0014086	09/25/98	341920947	Woldegiorgis, Weinegenet			S0002715	01		230000		102.00
G0014087	09/25/98	328800464	Wright, Julie A.			S0002730	01		230000		1,680.00

REPORT FARCHKR  
FISCAL YEAR 1999  
BANK: 1 Sterling Federal Bank- Ge

Sauk Valley Community College  
Check Register  
From 09/29/98 To 10/26/98

RUN DATE 10/20/98  
TIME: 09:32 AM  
PAGE 8

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	INVOICE NUMBER			FUND	ORGN	ACCT	PROG	CHECK AMOUNT
				VENDOR'S	INTERNAL						
G0014088	09/30/98	WEIWAT	Weight Watchers		10019399	01	512010	440110	8020		40.94
<i>Void 14089</i>											
						01	512010	440230	8020		43.00
						02	512020	440110	7090		5.06
							INVOICE TOTAL				89.00
G0014090	10/02/98	AMOOIL	Amoco Oil Company	587 005 714 7	I0019417	050800	415000	540150	6050		27.00
G0014091	10/02/98	349745729	Barnes, Kris	VB TRVL 9/26/98	I0019435	050600	460305	550900	6050		541.74
G0014092	10/02/98	205329509	Behrendt, Richard	BRANDYWINE	I0019434	01	110000	550100	8050		124.00
				ROTARY SEPT 98	I0019453	01	211000	520920	8010		38.50
							CHECK TOTAL				162.50
G0014093	10/02/98	324747688	Behrens, Patricia M.		S0002736	01					476.13
G0014094	10/02/98	352788820	Bell, Billie J.		S0002737	01					301.50
G0014095	10/02/98	BENATH	Benedictine Athletic Department	ENTRY FEE	I0019484	050600	460202	550900	6050		80.00
G0014096	10/02/98	352722213	Berkeley, Donald J		S0002738	01					1,440.00
G0014097	10/02/98	327806667	Blevins, Matt K.		S0002774	01					479.00
G0014098	10/02/98	371760774	Breed, Thomas		I0019402	01	419000	550100	3090		23.40
				CONFERENCE	I0019449	01	441100	550100	3020		52.00
							CHECK TOTAL				75.40
G0014099	10/02/98	360588539	Breen, David A.		I0019433	01	610100	550100	3060		46.22

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	INVOICE NUMBER								CHECK AMOUNT
				VENDOR'S	INTERNAL	FUND	ORGN	ACCT	PROG			
G0014100	10/02/98	358740686	Bruckner, Kevin		50002773	01		230000				570.48
G0014101	10/02/98		Carondelet Management Institut	GEHLBACH/LYNCH	I0019443	01	352200	550100	1040			196.00
G0014102	10/02/98	341684449	Catton, Sarah L.		50002772	01		230000				1,260.48
G0014103	10/02/98	345345801	Clevenger, Walter		I0019451	01	361000	550100	2080			34.42
G0014104	10/02/98	322467313	Clydesdale, David T.	TRAVEL 9/17/98	I0019448	01	325010	550100	1010			125.12
G0014105	10/02/98	619019052	Cochran, Beth A.		50002739	01		230000				325.00
G0014106	10/02/98	CONMAN	Consolidated Management Co	FOD 105 8/98	I0019406	01	342200	540120	1020			350.00
G0014107	10/02/98	527932520	Crofts, Heather R		50002771	01		230000				798.35
G0014108	10/02/98	346488543	Damhoff, Russ K.	J DAWSON	I0019407	050600	460305	530900	6050			75.00
				P/C BB	I0019418	050600		113040				200.00
				PIZZA	I0019439	050600	460201	550900	6050			47.00
						050600	460201	540120	6050			7.78
										INVOICE TOTAL		54.78
										CHECK TOTAL		329.78
G0014109	10/02/98	359468992	Deets, Linda S		50002740	01		230000				1,109.66
G0014110	10/02/98	337626590	Dennison, Tina M.		50002770	01		230000				1,260.48
G0014111	10/02/98	319782704	DePuy, Monique L.		50002741	01		230000				199.00

REPORT FARCHKR  
FISCAL YEAR 1999  
BANK: 1 Sterling Federal Bank- Ge (cont.)

Sauk Valley Community College  
Check Register  
From 09/29/98 To 10/26/98

RUN DATE: 10/20/98  
TIME: 09:32 AM  
PAGE: 10

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	INVOICE NUMBER VENDOR'S	INTERNAL	FUND	ORGN	ACCT	PROG	CHECK AMOUNT
G0014112	10/02/98	358660571	DeWaele, Virginia K.		S0002742	01		230000		660.48
					S0002769	01		230000		1,260.48
CHECK TOTAL										
G0014113	10/02/98	324509115	Drane, Paula		I0019416	050500	414000	540190	6030	51.39
G0014114	10/02/98	DTM		CONF/HOYLE	I0019447	01	323200	550100	1010	100.00
G0014115	10/02/98	347781439	Early, Shawn R.		S0002744	01		230000		642.48
G0014116	10/02/98	357722556	Ewald, Jade C.		S0002743	01		230000		1,260.48
G0014117	10/02/98	FRALIF	Franklin Life Insurance Compan	9/15 & 9/30 P/R	I0019483	01		212150		166.68
G0014118	10/02/98	355520003	Fulkerson, Leslie L.		S0002768	01		230000		818.19
G0014119	10/02/98	FULPRE	Fulton Press Inc	SUBSCRIPTION	I0019454	01	212100	540600	8030	28.00
G0014120	10/02/98	361782097	Gardner, Jacob R.		S0002760	01		230000		74.00
G0014121	10/02/98	319344604	Gericke, Thomas H.	TRAVEL 9/3/98	I0019446	050130	345400	550100	4090	31.52
G0014122	10/02/98	357729806	Gorman, Cindy M.		S0002759	01		230000		148.00
G0014123	10/02/98	329428902	Gospodarczyk, Thomas J.	AIRLINE TICKET	I0019429	050130	345400	550100	4090	439.00
G0014124	10/02/98	354340409	Gover, Phil	TRAVEL 9/28/98	I0019452	01	331000	550100	2080	50.00
G0014125	10/02/98	348724166	Hadaway, Jennifer L.		S0002758	01		230000		952.48

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NAME	VENDOR'S INTERNAL	INTERNAL						
G0014126	10/02/98	357461010	Halley, Catherine D		50002757	01		230000		1,260.48
G0014127	10/02/98	329667789	Herchenbach, Krista		50002756	01		230000		59.88
G0014128	10/02/98	HIGCOU	High Country Gardens	09981317	I0019408	02	543000	540140	7030	16.00
G0014129	10/02/98	619244463	Hoffman, Amber M.		50002755	01		230000		1,260.48
G0014130	10/02/98	Holiday Inn		BAN CONF	I0019419	01	369000	550100	8080	36.71
					01	321000	550100	2080		73.41
					01	430100	550100	3040		73.41
					01	420000	550100	3010		110.11
					01	520100	550100	8020		73.41
									INVOICE TOTAL	367.05
G0014131	10/02/98	Holiday Inn		ROOMS	I0019426	050600	460302	550900	6050	267.00
G0014132	10/02/98	357466973	Hunter, Michael A.		50002754	01		230000		1,680.00
G0014133	10/02/98	368664791	Hvarre, Bonnie M.		50002753	01		230000		1,164.20
G0014134	10/02/98	ICCCA	ICCCA	CONF	I0019462	01	361000	550100	2080	85.00
					01	363100	550100	2040		85.00
									INVOICE TOTAL	170.00
G0014135	10/02/98	341724460	Ikens, Toni L.		50002752	01		230000		1,623.00
G0014136	10/02/98	IALAP	ILLINOIS Association of Learni	CONF / TURK	I0019458	01	328100	550100	1050	50.00
					01	328100	540600	1050		15.00
									INVOICE TOTAL	65.00
				CONF / COX	I0019459	01	326000	550100	1050	50.00
					01	326000	540600	1050		15.00
									INVOICE TOTAL	65.00
									CHECK TOTAL	130.00

REPORT FARCHKR  
FISCAL YEAR 1999  
BANK: 1 Sterling Federal Bank- Ge (cont.)

Kalamazoo Valley Community College  
Check Register  
From 09/29/98 To 10/26/98

PRINT DATE: 10/26/98  
TIME: 09:32 AM  
PAGE: 12

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	VENDOR'S INVOICE NUMBER	INTERNAL	FUND	ORGN	ACCT	PROG	CHECK AMOUNT
G0014137	10/02/98	334707809	Imel, Jennifer L.		50002751	01		230000		567.96
G0014138	10/02/98	341348515	Johnson, Rosemary	TRVL 9/24/98	I0019450	01	351000	550100	1040	41.05
G0014139	10/02/98	KALVAL	Kalamazoo Valley Community Col	VOLLEYBAL ENTRY	I0019461	050600	460305	550900	6050	170.00
G0014140	10/02/98	326440053	Kerber, Joan E.		I0019456	01	513000	550400	8060	29.12
G0014141	10/02/98	341664328	Kipping, Sara M.	MEAL MONEY 10/9	I0019425	050600	460302	550900	6050	287.00
G0014142	10/02/98	338725738	Kline, Kimberly J.		50002750	01		230000		264.16
G0014143	10/02/98	358665603	Lawson, Jeremy L.		50002749	01		230000		729.55
G0014144	10/02/98	LEDGOL	Ledges Golf Course	10/9-10/10 CONF	I0019414	050600	460203	550900	6050	145.00
G0014145	10/02/98	354487012	Leseman, Jolene K.	TRAVEL BR 9/29/	I0019428	050600	460301	550900	6050	281.70
G0014146	10/02/98	MATC	Matc Cross Country	ENTRY FEE	I0019460	050600	460202	550900	6050	50.00
G0014147	10/02/98	360789691	Mewhirtter, Kelly L.		50002748	01		230000		1,680.00
G0014148	10/02/98	341584872	Nelson, Mark	9/25 MEET	I0019412	050600	460202	550900	6050	64.21
G0014149	10/02/98	478586368	Pauisen, Darryl D.	TRAVEL 9/21	I0019442	02	541000	550100	7010	32.83
G0014150	10/02/98	360446117	Pearson, Betty		50002747	01		230000		1,152.00
G0014151	10/02/98	354485235	Pfeifer, Alan	0 OF 1 ONLINE	I0019403	01	363100	550100	2040	12.00
					I0019404	01	363100	550100	2040	18.85

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER		VENDOR'S INTERNAL	FUND	ORGN	ACCT	PROG	CHECK AMOUNT	
G0014151	10/02/98	354425235 Pfeifer, Alan		7 CR TUIT REIMB		10019422	01	363100	520720	2040	293.40	
										CHECK TOTAL	324.25	
G0014152	10/02/98	349242356 Reuter, Dale		S0002735		01					15.00	
G0014153	10/02/98	ROCRIVR	Rock River Ready Mix	77897		10019431	050600	460204	540120	6050	117.04	
G0014154	10/02/98	353784005 Saaijenga, Tina M		S0002746		01					1,260.48	
G0014155	10/02/98	Sauk Valley Radiologists		MESHBERGER		10019432	050600	460201	540120	6050	25.50	
G0014156	10/02/98	326285127 Schmall, Rex		TRAVEL IECC		10019401	01	362100	550100	2010	7.00	
						10019441	02	541000	550100	7010	96.10	
										CHECK TOTAL	103.10	
G0014157	10/02/98	344442050 Shawver, Lynnette R		S0002745		01					1,260.48	
G0014158	10/02/98	SHEOIL	Shell Oil Company	0923720		10019405	050800	415000	540150	6050	9.79	
G0014159	10/02/98	360780338 Sprenger, Stephanie A		S0002767		01					1,052.97	
G0014160	10/02/98	SPRIN	SPRINT	9/16/98A		10019437	02	545000	570500	7060	3,050.40	
G0014161	10/02/98	357408108 Stewart, James L.		ARROWHEAD CONF		10019413	050600	460203	550900	6050	111.95	
						ARROWHEAD 9/22	10019415	050600	460203	550900	6050	57.03
										CHECK TOTAL	168.98	

REPORT FARCHKR  
FISCAL YEAR 1999  
BANK: 1 Sterling Federal Bank- Ge (cont.)

Sauk Valley Community College  
Check Register  
From 09/29/98 To 10/26/98

RUN DATE 10/20/98  
TIME 09:32 AM  
PAGE 14

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER VENDOR'S INTERNAL		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
G0014162	10/02/98	SUMGRO	Summit Group	GRANT WRITING	I0019409	01	343600	530200	4040	245.00
G0014163	10/02/98	SUNTRA	Sunny Travel Center	0976175	I0019420	01 01	361000 363100	550100 550100	2080 2040	220.00 220.00
				0976173	I0019421	01	369000	550100	8080	287.97
				0976174	I0019423	01	430100	550100	3040	287.97
									CHECK TOTAL	1,015.94
G0014164	10/02/98	SUPER	SUPERAMERICA	9/24/98	I0019438	050800	415000	540150	6050	29.92
G0014165	10/02/98	338745596	Thomas, Michael A.		50002766	01				489.48
G0014166	10/02/98	360743901	Thompson, Michele L.		50002765	01				1,022.33
G0014167	10/02/98	TIACRE	TIAA/CREF	P/R 9/15-9/30	I0019436	01				13,352.52
G0014168	10/02/98	TIACRE	TIAA/CREF	06140826	I0019427	01				892.50
G0014169	10/02/98	361823513	Trujillo, Martha M.		50002764	01				129.00
G0014170	10/02/98	UNIILL	University of Illinois	ALLERTON/COX	I0019444	01	326000	550100	1050	147.50
				ALLERTON/TURK	I0019457	01	328100	550100	1050	147.50
									CHECK TOTAL	295.00
G0014171	10/02/98	357787579	Vercauteren, Lisa M.		50002763	01				393.00
G0014172	10/02/98	357403375	Wardell, John	SUPPLIES	I0019445	01	333100	540120	1030	36.17

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NAME	NUMBER	VENDEr/S	INTERNAL					
G0014172	10/02/98	357403375	Wardell, John	SUPPLIES	I0019445	01	333100	540120	1030	128.89
									INVOICE TOTAL	165.06
									CHECK TOTAL	165.06
G0014173	10/02/98	339449956	Wardell, Leah		I0019430	01	411000	550100	8010	61.92
G0014174	10/02/98	328423343	Warrenfeltz, Roger		I0019410	01	362100	550100	2010	7.00
G0014175	10/02/98		Westin Crown Center	CONF-MARLIER	I0019424	01	430100	550100	3040	406.93
G0014176	10/02/98	329762470	Wiersema, Michelle L.		S0002762	01			230000	729.51
G0014177	10/02/98	342720666	Wolf, Danielle M.		S0002761	01			230000	857.62
<i>Void 14178</i>										
G0014179	10/09/98	326608575	Adams, Charles E.		S0002783	01			230000	1,260.48
G0014180	10/09/98	387847907	Alfano, Cindy	10/5/98 TRAV	I0019521	01	419000	550400	3090	39.33
				TRVL 10/7/98	I0019585	01	441100	550100	3020	48.20
									CHECK TOTAL	87.53
G0014181	10/09/98	324708192	Allen, Kevin E.		S0002785	01			230000	802.00
G0014182	10/09/98	AMEEXP1	American Express Financial Adv	10/15/98 P/R	I0019524	01			212010	255.00
G0014183	10/09/98	AMOOIL	Amoco Oil Company	9/24/98	I0019586	050800	415000	540150	6050	71.90
G0014184	10/09/98	ATT	AT & T	7198230891	I0019562	02	545000	570500	7060	1,083.01

REPORT FARCHKR  
FISCAL YEAR 1999  
BANK: 1 Sterling Federal Bank- Ge (cont.)

Sauk Valley Community College  
Check Register  
From 09/29/98 To 10/26/98

PUR DATE: 10/26/98  
TIME: 09:32 AM  
PAGE: 16

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NAME	VENDOR'S NUMBER	VENDOR'S INTERNAL	INTERNAL					
G0014185	10/09/98	ATTCRE	AT&T Credit Corporation	OCTOBER '98	10019564	01	513000	560300	8060	2,735.65
						01	513000	560400	8060	409.56
										3,145.21
G0014186	10/09/98	349745729 Barnes, Kris		TRVL 10/9-10/20	10019583	050600	460305	550900	6050	525.00
				TRVL 9/29-10/6	10019589	050600	460305	550900	6050	192.37
										717.37
G0014187	10/09/98	381648694 Bosley, Tom		VB 10/22/98	10019588	050600	460305	530900	6050	65.00
G0014188	10/09/98	321783450 Boyer, Andrea L.		VB 10/22/98	10019568	050600	460305	530900	6050	15.00
G0014189	10/09/98	321783450 Boyer, Andrea L.		VB 10/13/98	10019577	050600	460305	530900	6050	15.00
G0014190	10/09/98	339052895 Bradow, Iris		10/13/98 REF	10019531	050600	460305	530900	6050	65.00
G0014191	10/09/98	374744025 Breed, Nancy J.		TRAVEL	10019516	01	511000	550100	8010	52.75
G0014192	10/09/98	371760774 Breed, Thomas		10/5/98 TRAV	10019520	01	419000	550400	3090	31.85
G0014193	10/09/98	341465092 Broderick, Melva J.			50002779	01				360.00
G0014194	10/09/98	321726916 Cain, Patricia L.			50002782	01				1,680.00
G0014195	10/09/98	CAPGUA	Capital Guardian Trust Company	10/15/98 P/R	10019529	01				375.00
G0014196	10/09/98	339540690 Castelein, Karen J		BUS DRIVER	10019591	01	343200	590900	4040	50.00
G0014197	10/09/98	COLDUP	College of DuPage	VB TOURNEY	10019594	050600	460305	550900	6050	175.00

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NAME	VENDOR'S NUMBER	INTERNAL	TOURNEY VB					
G0014198	10/09/98	COLLAK	College of Lake County		I0019595	050600	460305	550900	6050	125.00
G0014199	10/09/98		Comfort Inn		I0019597	050600	460305	550900	6050	192.51
G0014200	10/09/98	483908003	Cox, Terry J.	TRL 10/10-10/17	I0019590	050600	460204	550900	6050	224.00
G0014201	10/09/98	318445372	Cunniff, Paul J.		S0002786	01		230000		6.00
G0014202	10/09/98	346488543	Damhoff, Russ K.	9/26-10/3	I0019519	050600	460201	550900	6050	55.81
				TRVL 10/11/98	I0019593	050600	460201	550900	6050	192.00
								CHECK TOTAL		247.61
G0014203	10/09/98	324509115	Drane, Paula		I0019587	050500	414000	540190	6030	104.67
G0014204	10/09/98	EQULIF	Equitable Life Assurance	10/15/98 P/R	I0019530	01		212020		132.00
G0014205	10/09/98		Fairfield Inn	HOTEL 10-15/16	I0019584	050600	460305	550900	6050	510.40
G0014206	10/09/98	FARNEW	Farmers New World Life Insuran	10/15/98 P/R	I0019535	01		212040		25.00
G0014207	10/09/98	FEDLIF	Federal Life Insurance Company	10/15/98 P/R	I0019536	01		212050		20.00
G0014208	10/09/98	FORCLI	Forman Clinic	RYAN DERRER	I0019513	050600	460201	540120	6050	28.00
G0014209	10/09/98	FRALIF	Franklin Life Insurance Compan	10/15/98 P/R	I0019537	01		212060		753.34
G0014210	10/09/98	374446204	Frederick, James E.	TRVL 10/3-10/7	I0019603	02	546000	550100	7080	35.47
G0014211	10/09/98	FREMEM	Freeport Memorial Hospital	FAD 198-284-10	I0019546	01	352500	530200	1040	548.44

REPORT FARCHKR

FISCAL YEAR 1999

BANK: 1 Sterling Federal Bank- Ge (cont.)

Sank Valley Community College

Check Register

From 09/29/98 To 10/26/98

PUSH DATE: 10/27/98

TIME: 09:32 AM

PAGE: 18

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
				VENDOR'S	INTERNAL					
G0014212	10/09/98	FUTBAS	FutureStars Basketball, L C	SCOUTING SVC	I0019526	050600	460201	540120	6050	160.00
G0014213	10/09/98	GENEQU	Gender Equity Fund	PERF 10/20	I0019510	050600	460500	530200	6050	100.00
G0014214	10/09/98	336306964	Gjonola, Richard J	9/27/98 PERF	I0019596	01	343300	530200	4040	150.00
G0014215	10/09/98	360683876	Gutierrez, Cristina A.		S0002781	01		230000		170.41
G0014216	10/09/98	356789537	Harmon, Angela K.		S0002778	01		230000		1,440.00
G0014217	10/09/98	340764899	Helm, Angela L.		S0002780	01		230000		1,260.48
G0014218	10/09/98	HORMAN	Horace Mann Insurance Company	10/15/98 P/R	I0019539	01		212080		25.00
G0014219	10/09/98	I-OADN		CONF-JOHNSON	I0019599	01	351000	550100	1040	75.00
G0014220	10/09/98	ILLBUS	Illinois Business Education As	CONE G BAILEY	I0019543	01	332400	550100	1020	80.00
G0014221	10/09/98	ILLDEP	Illinois Department of Revenue	10/15/98 P/R	I0019553	01		210200		7,243.48
G0014222	10/09/98	ILLMUT	Illinois Mutual	10/15/98 P/R	I0019551	01		211550		27.26
G0014223	10/09/98	IMACC	IMACC	98-99 MBRSHIP	I0019534	01	325010	540120	1010	120.00
G0014224	10/09/98	INTREV	Internal Revenue Service	10/15/98 P/R	I0019560	01		210900		96.05
G0014225	10/09/98		ISAC/IDAPP Fall Seminars	CONF FEE 98	I0019598	01	430100	550100	3040	100.00
G0014226	10/09/98	KAGJOE	Joel A. Kagann, Circuit Court	10/15/98	I0019559	01		210900		130.00
G0014227	10/09/98	341664328	Kipping, Sara M.	9/29/98 TRAVEL	I0019522	050600	460302	550900	6050	32.63

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NAME	VENDOR'S NUMBER	INTERNAL	VENDOR'S NUMBER					
G0014228	10/09/98	354487012	Leseman, Jolene K.	VB 10/22/98	I0019573	050600	460305	530900	6050	15.00
G0014229	10/09/98	354487012	Leseman, Jolene K.	VB 10/13/98	I0019580	050600	460305	530900	6050	15.00
G0014230	10/09/98	354487012	Leseman, Jolene K.	VB 10/10/98	I0019581	050600	460301	530900	6050	25.00
G0014231	10/09/98	354487012	Leseman, Jolene K.	TRVL 10/2/98	I0019582	050600	460303	550900	6050	51.00
				TRVL 10/10/98	I0019592	050600	460301	550900	6050	165.00
				TRVL 10-17-10-9	I0019602	050600	460301	550900	6050	389.12
								CHECK TOTAL		605.12
G0014232	10/09/98	LUCTEC	Lucent Technologies	01911954814	I0019565	02	545000	570500	7060	3,302.00
G0014233	10/09/98	MEYLYD	Lydia S. Meyer, Trustee	10/15/98 P/R	I0019561	01		210900		125.00
G0014234	10/09/98	MAISTA	Main Stay Funds	10/15/98 P/R	I0019540	01		212170		75.00
G0014235	10/09/98	339542242	McDole, Nan E.		50002775	01		230000		90.42
G0014236	10/09/98	347408329	Mendoza, Michelle	9/26-30/98 TRAV	I0019514	01	212100	550100	8030	218.83
G0014237	10/09/98	329447971	Mongan, Connie	EMPOWERMENT	I0019509	01	345100	530200	4020	1,860.00
G0014238	10/09/98	NCMPR	Natl Council for Marketing	MEMBERSHIP 98-99	I0019533	01	212100	540600	8030	250.00
G0014239	10/09/98	341584872	Nelson, Mark	TRVL 10/2/98	I0019601	050600	460202	550900	6050	433.28
G0014240	10/09/98	361326875	Nichols, Stephen G	9/14/98	I0019583	01	352100	530200	1040	50.00

REPORT FARCHKR  
FISCAL YEAR 1999  
BANK: 1 Sterling Federal Bank- Ge (cont.)

Sauk Valley Community College  
Check Register  
From 09/29/98 To 10/26/98

TIME: 09 32 AM  
PAGE: 20

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NAME	VENDOR'S NUMBER	INTERNAL	REF					
G0014241	10/09/98	NORLIF	Northern Life Insurance Compan	CF45 10/15/98	10019541	01		212120		85.00
G0014242	10/09/98	350689237	Petrakis, Nicholas P.	ST LN 10/6/98	10019508	051400		130905		300.00
G0014243	10/09/98	319747273	Pollom, Kristy A.	VB 10/22/98	10019567	050600	460305	530900	6050	15.00
G0014244	10/09/98	319747273	Pollom, Kristy A.	VB 10/13/98	10019575	050600	460305	530900	6050	15.00
G0014245	10/09/98	PROBEN	Professional Benefit Administr	10/98	10019544	051000	520300	540830	6090	3,941.79
						051000	520300	540840	6090	2,806.20
						051000	520300	540850	6090	354.00
						051000	520300	540870	6090	1,771.00
						051000	520300	540890	6090	1,878.90
										INVOICE TOTAL
										10,751.89
G0014246	10/09/98	PUTRET	Putnam Retirement Plan Service	10/15/98	10019542	01		212030		500.00
G0014247	10/09/98		Radisson Hotel	HOTEL RESERV.	10019563	01	430100	550100	3040	513.48
G0014248	10/09/98	RAMCOU	Ramsey County Child Support	10/15/98 P/R	10019562	01		210900		268.80
G0014249	10/09/98		Red Lion Pub	HAUNTED CHICAGO	10019604	01	343200	590900	4040	580.00
G0014250	10/09/98	318782694	Rodefer, Joy M.	VB 10/22/98	10019571	050600	460305	530900	6050	15.00
G0014251	10/09/98	318782694	Rodefer, Joy M.	VB 10/13/98	10019578	050600	460305	530900	6050	15.00
G0014252	10/09/98	326385876	Schack, Steve	10/13/98 REF	10019532	050600	460305	530900	6050	65.00
G0014253	10/09/98	SCHEMP	School Employees Credit Union	10/15/98 P/R	10019555	01		210700		23,410.21
G0014254	10/09/98	357408100	Seagren, Catherine	10/7/98 TRAV	10019512	01	520100	550100	8020	41.45

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NAME	VENDOR'S NUMBER	INTERNAL	VENDOR'S NAME					
G0014255	10/09/98	318341794	Shippert, Stanley	7-10 TRAVEL	10019511	01	752500	550100	1040	339.95
G0014256	10/09/98	503744408	Simpson, Dr. William	LUNCH/JAMI	10019538	01	211000	550900	8010	40.00
G0014257	10/09/98	SOVILL	Southern Illinois University	CNA	10019517	01		130364		150.00
					01			130310		50.00
							INVOICE TOTAL			200.00
G0014258	10/09/98	STAUNI	State Universities Retirement	10/15/98 PR	10019556	01		210500		21,208.07
G0014259	10/09/98	318803580	Steder, Jeffrey T.		50002777	01		230000		591.48
G0014260	10/09/98	SAUFONU	SVCC Foundation	10/15/98 P/R	10019554	01		211600		5.00
G0014261	10/09/98	345403751	Thinnes, Roger	10/22/98 VB	10019528	050600	460305	530900	6050	65.00
G0014262	10/09/98	TIACRE	TIAA/CREF	10/15/98 P/R	10019547	01		212150		7,742.97
G0014263	10/09/98	349840262	Tompkins, Keenan O.		50002776	01		230000		397.48
G0014264	10/09/98	TRUMAR	Trustmark Insurance	10/15/98 P/R	10019552	01		211500		795.63
G0014265	10/09/98	UNIPAR	United Parcel Service	618479-368	10019545	01	513000	540430	8060	148.89
G0014266	10/09/98	UNIWAY1	United Way of Dixon	10/15/98 P/R	10019558	01		211100		77.98
G0014267	10/09/98	UNIWAY	United Way of Sterling-Rock Fa	10/15/98 P/R	10019557	01		211100		60.84
G0014268	10/09/98	USATOD	USA Today	10/6/98	10019518	01	362100	540600	2010	119.00
G0014269	10/09/98	355609231	Valdivia, Christy L.		50002787	01		230000		163.20

REPORT FARCHKR  
FISCAL YEAR 1999  
BANK: 1 Sterling Federal Bank- Ge (cont.)

Caulk Valley Community College  
Check Register  
From 09/29/98 To 10/26/98

PRINT DATE 10/26/98  
TIME 09:32 AM  
PAGE 22

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
				VENDOR'S	INTERNAL					
G0014270	10/09/98	375442519	VanderWege, Robertus J.	AIC SLIDES	I0019525	01	322100	540120	1010	35.24
G0014271	10/09/98	VANGU	Vanguard Fiduciary Trust Compa	10/15/98 P/R	I0019549	01		212190		500.00
G0014272	10/09/98	VALIC	Variable Annuity Life Insurance	10/15/98 P/R	I0019548	01		212200		360.00
G0014273	10/09/98	WADREE	Waddell & Reed, Inc	10/15/98 P/R	I0019550	01		212160		175.00
G0014274	10/09/98	350760118	Welker, Sean M.		S0002784	01		230000		782.00
G0014275	10/09/98	343306801	Williamson, Judith B.	10/1-3/98 TRAV	I0019515	01	322200	550100	1010	300.00
G0014276	10/13/98	FIRNAT	First National Bank in Amboy	1 YR CD 10/13	I0019606	02		120200		100,000.00
<i>Void 14277</i>										
G0014278	10/14/98	336566943	Alford, Carol J.		S0002805	01		230000		1,260.48
G0014279	10/14/98	ARTINS	Art Institute of Chicago	864052 11/7/98	I0019646	01	343200	590900	4040	784.00
G0014280	10/14/98	359465107	Bartnicki, Jerry	COMPUTER CONSOL	I0019636	01	345300	530200	4020	37.50
G0014281	10/14/98	357783609	Boestrom, Matthew C		S0002804	01		230000		1,260.48
G0014282	10/14/98	335646515	Brandon, Laurence J.		S0002799	01		230000		1,680.00
G0014283	10/14/98		City of Rock Falls	REFUND/J MEYER	I0019634	01	512010	490000	8020	15.00
G0014284	10/14/98	342665454	Clay, Kristina L.		S0002800	01		230000		840.00
G0014285	10/14/98	352708101	Foster, DaJuan T.	ST LN 10/14/98	I0019645	051400		130905		300.00
G0014286	10/14/98	303046408	Goodman, Kevin D.		S0002801	01		230000		560.48

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NAME	VENDOR'S INTERNAL	NUMBER	INTERNAL					
G0014287	10/14/98	354486523	Greeley, Rhonda		S0002789	01		230000		10.00
G0014288	10/14/98	GTEWIR	GTE Wireless	9/19/98	10019639	02	545000	570500	7060	54.84
G0014289	10/14/98	339541863	Hatten, Laura J.		S0002803	01		230000		1,260.48
G0014290	10/14/98	334626824	Ketchen, Cynthia L.		S0002802	01		230000		1,680.00
G0014291	10/14/98	343289565	Linton, Carol L.	TRAVEL 10/9/98	10019638	01	520100	550100	8020	24.61
G0014292	10/14/98	361622223	Maves, Melody A.		S0002798	01		230000		1,680.00
G0014293	10/14/98	520821318	Metz, Terry D		S0002797	01		230000		1,260.48
G0014294	10/14/98	352604018	Meyer, Paula	AIRLINE TICKETS	10019635	01	520100	550100	8020	282.53
G0014295	10/14/98	346748868	Morgan, Jennifer L.		S0002788	01		230000		1,248.00
G0014296	10/14/98	NATINF	National Information Data Cent	F98128139	10019644	01	520100	540900	8020	46.90
G0014297	10/14/98	481134427	Palmer, Teresa L		S0002796	01		230000		1,680.00
G0014298	10/14/98	PREHAL	Prentice Hall-Simon Schuster	9/18/98 618587	10019641	01	363200	540410	2020	41.54
G0014299	10/14/98	344700571	Raab, Renee S.		S0002795	01		230000		1,260.48
G0014300	10/14/98	337729030	Reuter, Steven R.		S0002794	01		230000		167.40
G0014301	10/14/98	394848866	Schmoe, Bradley E		S0002793	01		230000		1,248.00
G0014302	10/14/98	SCHB00	Scholastic Book Club	BOOKS FAMILY	10019640	01		130903		126.80

REPORT FARCHKR

FISCAL YEAR 1999

BANK: 1 Sterling Federal Bank- Ge (cont.)

Rock Valley Community College

Check Register

From 09/29/98 To 10/26/98

RUN DATE 10/20/98

TIME 09:32 AM

PAGE 24

CHECK NUMBER	DATE	PAYEE/VENDOR		---- INVOICE NUMBER ---->		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NUMBER	NAME	VENDOR'S	INTERNAL					
G0014303	10/14/98	SPRING	Springhill	3502939	10019643	02	543000	540140	7030	62.93
G0014304	10/14/98	339524175	Steder, Carol A.		50002792	01				1,680.00
G0014305	10/14/98	333683203	Stees, Deanna	TRAVEL 10/9/98	10019637	01	520100	550100	8020	51.50
G0014306	10/14/98	339743118	Stephenson, Brian V.		50002791	01				1,260.48
G0014307	10/14/98	SUSKOM	Susan G. Komen Breast Cancer	98 NATL DENIM	10019642	01				563.00
G0014308	10/14/98	327806084	TerBush, Jessica M.		50002790	01				945.48
<i>Void 14309 + 14310</i>										
G0014311	10/26/98	ABC SCH	ABC School Supply	7905512	10019919	01				2,029.80
G0014312	10/26/98	ACEHAR	Ace Hardware	456493 12	10019821	02	543000	540140	7030	26.49
				461656	10019958	02	543000	540140	7030	11.83
				468750	10019959	02	543000	540140	7030	31.39
				469428	10019960	02	543000	540140	7030	39.98
				465796	10019961	02	543000	540140	7030	22.19
				473665	10019962	02	541000	540140	7010	11.94
CHECK TOTAL										143.82
G0014313	10/26/98	ACOCOM	Accom Computer Inc	DEPOSIT	10019611	01	520100	580510	8020	5,016.00
G0014314	10/26/98	ADAFIN	Adagio Fine Art	1064	10019707	01	322600	540120	1010	73.82
G0014315	10/26/98	ATAG	ATAG	145505	10019899	01	345100	540120	4020	152.00

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NAME	VENDOR'S INTERNAL	NUMBER	INTERNAL					
G0014316	10/26/98	ALDRI	Aldrich	4309034	10019928	01	335200	540120	1010	19.88
G0014317	10/26/98	AMMUL	AM Multigraphics	2670612	10019729	050300	212200	540810	6090	263.93
G0014318	10/26/98	AMEMAN	American Management Association	04368261	10019854	01	345100	540120	4020	2,013.39
G0014319	10/26/98	AMETIM	American Time & Signal Co	11256528A	10019963	02	541000	530400	7010	178.20
G0014320	10/26/98	ANATEK	Anatek Corporation	4784	10019758	01	333100	540120	1030	175.00
G0014321	10/26/98	ANNES	Anne's	51398	10019806	02	543000	540140	7030	73.91
G0014322	10/26/98	ARAUNI	Aramark Uniform Services Inc	8/28/98	10019490	01	323100	530900	1010	80.00
G0014323	10/26/98	ARMMED	Armstrong Medical	0660745A	10019868	01	352200	540120	1040	105.54
G0014324	10/26/98	ATTCRE	AT&T Credit Corporation	OCT 98	10019912	13 13 01 01	512130 512130 513000 513000	560300 560400 560300 560400	8020 8020 8060 8060	2,505.91 433.74 1,094.98 189.59
									INVOICE TOTAL	4,224.22
G0014325	10/26/98	ATWPUB	Atwood Publishing, LLC	69424	10019659	01	513000	550400	8060	1,650.00
G0014326	10/26/98	BAKTAY	Baker & Taylor	J09 0995 J15 3702	10019838 10019839	01 01	362100	540500	2010	37.79 12.46
									CHECK TOTAL	50.25
G0014327	10/26/98	BALCOO	Baldwin Cooke Company	9549232	10019694	01	321000	540110	2080	26.58

REPORT FARCHKR  
FISCAL YEAR 1999  
BANK: 1 Sterling Federal Bank- Ge (cont.)

Sauk Valley Community College  
Check Register  
From 09/29/98 To 10/26/98

PAGE 24  
TIME 09:32 AM

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	VENDOR'S NUMBER	INVOICE NUMBER INTERNAL	FUND	ORGN	ACCT	PROG	CHECK AMOUNT
G0014328	10/26/98	DECDIC	Becton Dickinson	512	I0019791	01	362100	540500	2010	414.95
G0014329	10/26/98	BLAHAW	Black Hawk College	FALL CHGBACK	I0019809	01	521000	590300	9030	3,978.00
G0014330	10/26/98	BLAMAI	Blackboard Maintenance Co Inc	98-061	I0019807	02	542000	540140	7020	48.76
G0014331	10/26/98	BLAFS	Blackhawk FS Inc	34033	I0019873	02	543000	540140	7030	653.23
G0014332	10/26/98	BLUBOO	Blue Book of College Athletics	100809	I0019618	050600	460401	540600	6050	37.96
G0014333	10/26/98	BRAELE	Branson Electric Co	20949	I0019633	12	544000	530400	7040	936.00
G0014334	10/26/98	BROFER	Browning-Ferris Industries	98088000005868	I0019869	02	545000	570700	7060	358.71
				9809000005868	I0019872	02	545000	570700	7060	370.00
									CHECK TOTAL	728.71
G0014335	10/26/98	BURCOU	Bureau County Republican	8/31/98	I0019658	01	212100	540700	8030	319.95
				8-29-98	I0019776	01	513000	550400	8060	96.20
									CHECK TOTAL	416.15
G0014336	10/26/98	CEGLA	C & E Glass	81671	I0019948	01	363100	530400	2040	60.00
G0014337	10/26/98	CALPHO	Calumet Photographic	01234201	I0019697	01	322100	540120	1010	198.53
G0014338	10/26/98	CARBIO	Carolina Biological Supply Co	DE 1219135	I0019672	01	335100	540120	1010	36.05
				DE1224944	I0019705	01	335100	540120	1010	30.80
				DE1225945	I0019751	01	335100	540120	1010	48.60

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER			FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NAME	VENDOR'S INTERNAL	INTERNAL							
G0014338	10/26/98	CARBIO	Carolina Biological Supply Co	DE 1248803	10019904	01		335100	540120	1010	52.05
										CHECK TOTAL	167.50
G0014339	10/26/98	CARFE	Carpetland USA	76-034010	10019805	02		541000	530400	7010	75.00
G0014340	10/26/98	CATENG	Caterpillar-Engine Protection	114835	10019879	02		545000	570900	7060	412.41
G0014341	10/26/98	CENHEA	Central Heating and Cooling, Inc	3415	10019624	01		333200	540120	1030	150.00
G0014342	10/26/98	CHRHIG	Chronicle of Higher Education	83481	10019650	01		513000	550400	8060	3,519.00
G0014343	10/26/98	CLAENG	Clark Engineers MW Inc	17165	10019488	12		514000	530400	8060	113.85
G0014344	10/26/98	COLDIR	Collegiate Directories, Inc	134163	10019885	050600		460401	540600	6050	55.90
G0014345	10/26/98	COLPAC	Collegiate Pacific	6164	10019830	050600		460204	540120	6050	110.00
G0014346	10/26/98	COLENE	Columbia Energy Services	9/15/98	10019657	02		545000	570100	7060	11,086.86
G0014347	10/26/98	COMEDI	Commonwealth Edison	08/27/98	10019738	02		545000	570300	7060	39.09
				9-4-98 20000	10019762	02		545000	570300	7060	19.14
				9/28/98 8005	10019896	02		545000	570300	7060	39.09
				9/28/98 80006	10019905	02		545000	570300	7060	26.22
										CHECK TOTAL	123.54
G0014348	10/26/98	CONMAN	Consolidated Management Co	90334	10019685	01		331000	550100	2080	15.57
				90327	10019686	01		530010	550900	8040	15.00

REPORT FARCHKR  
FISCAL YEAR 1999  
BANK: 1 Sterling Federal Bank- Ge (cont.)

**Snok Valley Community College  
Check Register  
From 09/29/98 To 10/26/98**

PRINT DATE: 10/10/2013  
TIME: 09:32 AM  
PAGE: 28

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	INVOICE NUMBER			FUND	ORGN	ACCT	PROG	CHECK AMOUNT				
				VENDOR'S	INTERNAL										
G0014351	10/26/98	COROFF	Corporate Office City	80331-0	I0019714	01	352100	540120	1040		11.85				
						01	352500	540120	1040		67.15				
						01	352200	540120	1040		86.90				
						01	352400	540120	1040		71.10				
											INVOICE TOTAL	237.00			
								30555-0	I0019716	01	352000	540110	1040		65.52
								30554-0	I0019720	01	352400	540120	1040		58.32
								80798-0	I0019725	01	352100	540120	1040		31.60
								31063-0	I0019730	01		130903			40.45
				30696-0	I0019753	051100	520400	540810	6090		190.00				
						01	511000	540110	8010		3.18				
						01	511000	540110	8010		2.32				
							INVOICE TOTAL	195.50							
				30528-0	I0019754	01	441100	540110	3020		29.49				
				30854-0	I0019755	01	441100	540110	3020		38.28				
				30556	I0019773	01	430100	540110	3040		65.61				
				31507	I0019787	01	212300	540110	2090		32.50				
				80466-0	I0019835	02	546000	530400	7080		249.50				
				31100-0	I0019888	01	352200	540110	1040		65.52				
				31089-0	I0019911	050600	460500	540900	6050		0.00				
						01	513000	580520	8060		2,309.78				
						01	511000	540110	8010		209.98				
						01	411000	540110	8010		104.99				
						01	511000	540110	8010		0.00				
							INVOICE TOTAL	2,624.75							
										CHECK TOTAL	5,950.04				
G0014352	10/26/98	COUFLD	Country Floral	15177	I0019668	01	211000	550900	8010		32.00				

REPORT FARCHKR  
FISCAL YEAR 1999  
BANK: 1 Sterling Federal Bank- Ge (cont.)

Sauk Valley Community College  
Check Register  
From 09/28/98 To 10/26/98

INPUT DATE: 10/26/98  
TIME: 09:32 AM  
PAGE: 3C

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
				VENDOR/S	INTERNAL					
G0014353	10/26/98	CPGRA	CP Graphics, Inc.	1232	I0019943	050400	460401	540900	6050	280.00
G0014354	10/26/98	CREELE	Crescent Electric Supply Co	013-307842-00	I0019660	02	541000	540140	7010	20.52
				013-307719-00	I0019661	02	541000	540140	7010	496.37
				013-307104-02	I0019662	02	541000	540140	7010	43.26
				013-309031-00	I0019794	02	541000	540140	7010	62.20
									CHECK TOTAL	622.35
G0014355	10/26/98	CYBEX	Cybex	553869	I0019748	01	323200	540120	1010	70.40
G0014356	10/26/98	DEKMET	DeKroft-Metz and Co, Inc	36543	I0019749	01	352400	540120	1040	49.66
				36545	I0019764	01	352500	540120	1040	23.75
				36544	I0019765	01	352400	540120	1040	23.57
				36925.	I0019908	01	352200	540120	1040	114.00
									CHECK TOTAL	210.98
G0014357	10/26/98	DEPORT	DePuy Ortho Tech	8613769	I0019724	01	352200	540120	1040	61.12
G0014358	10/26/98	DIAIMA	Diagnostic Imaging Inc	542920	I0019772	01	352500	540120	1040	1.60
G0014359	10/26/98	ECHO	Echo	8/11/98	I0019768	01	212100	540700	8030	24.00
G0014360	10/26/98	ENGELE	Englewood Electric	10254009	I0019497	01	333100	540120	1030	989.69
				10254009-10	I0019756	01	333100	540120	1030	193.54
				10256891-00	I0019875	01	333100	540120	1030	507.81
									CHECK TOTAL	1,691.04

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER			FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		VENDOR'S NUMBER	NAME	VENDOR'S INTERNAL	INTERNAL						
G0014361	10/26/98	ESSCOM	Essex Computers	39626	100199202	01	333100	540120	1030		210.00
G0014362	10/26/98	FGMARC	FGM Architects Engineers	9-30-98 4	10019946	03	512030	580400	8060		599.50
G0014363	10/26/98	FISSCI	Fisher Scientific	3978402	10019721	01	352100	540120	1040		55.58
				4389543	10019877	01	335200	540120	1010		251.36
										CHECK TOTAL	306.94
G0014364	10/26/98	FITNE	FITNE	981019A	10019964	01	352200	580610	1040		4,611.00
G0014365	10/26/98	FITEQUC	Fitzgerald Equipment Company	01E1991930	10019921	02	546000	580700	7080		6,795.00
G0014366	10/26/98	FLOWE	Flowers Etc	9050	10019935	01	211000	550900	8010		40.00
G0014367	10/26/98	FORMST	Formstart Inc	16323-0	10019617	01	430100	540110	3040		672.14
G0014368	10/26/98	FOSMUS	Foster Family Music Center	9-4-98	10019708	01	322600	540120	1010		240.00
G0014369	10/26/98	FRIIOW	Friends-Iowa Public Television	RENEWAL 10/1/98	10019941	01	363200	540600	2020		45.00
G0014370	10/26/98	GALRES	Gale Research	8180440	10019856	01	362100	540500	2010		144.09
				8182407	10019857	01	362100	540500	2010		298.39
				8185046	10019858	01	362100	540500	2010		105.40
				8188826	10019859	01	362100	540500	2010		84.09
				8190759	10019860	01	362100	540500	2010		144.91
				8201609	10019861	01	362100	540500	2010		109.20
				8204196	10019862	01	362100	540500	2010		103.50

REPORT FARCHKR  
FISCAL YEAR 1999  
BANK: 1 Sterling Federal Bank- Ge (cont )

Sauk Valley Community College  
Check Register  
From 09/29/98 To 10/26/98

RUN DATE 10/20/96  
TIME 09:38 AM  
PAGE 32

CHECK NUMBER	DATE	PAYEE/VENDOR		INVOICE NUMBER			FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NUMBER	NAME	VENDOR'S	INTERNAL						
G0014370	10/26/98	GALRES	Gale Research	8212336	I0019863	01	362100	540500	2010		166.01
							CHECK TOTAL				1,155.59
G0014371	10/26/98	GLOCOM	Global Computer Supplies	38247621	I0019610	01	333100	540120	1030		320.25
				38259941	I0019715	01	369000	540110	8080		212.95
				38264874	I0019923	01	369000	540110	8080		75.09
							CHECK TOTAL				608.29
G0014372	10/26/98	GOOWIL	Goodheart-Willcox Publishing	16855	I0019759	01	333500	540120	1030		210.86
G0014373	10/26/98	GRAIN	Grainger	932919717-3	I0019491	01	333100	540120	1030		214.86
				937440859-0	I0019493	01	333100	540120	1030		558.70
				664-567716-9	I0019682	02	541000	540140	7010		59.95
				664-567838-1	I0019683	02	541000	540140	7010		131.70
				932-128983-8	I0019684	02	541000	540140	7010		334.80
				9374638949	I0019795	01	322600	540120	1010		21.03
				9374613785	I0019797	01	322600	540120	1010		71.44
				9374600949	I0019798	01	322600	540120	1010		296.37
				937-558425-8	I0019825	02	541000	540140	7010		119.62
				688-873313-3	I0019827	02	541000	540140	7010		98.37
				935-538581-7	I0019828	02	541000	540140	7010		36.96
				937-574047-0	I0019939	02	541000	540140	7010		12.08
							CHECK TOTAL				1,955.86

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	INVOICE NUMBER			FUND	ORGN	ACCT	PROG	CHECK AMOUNT
				VENDOR'S	INTERNAL						
G0014374	10/26/98	GRAELE	Graybar Electric Company Inc	121-512188	I0019851	01	369000	540110	8080		1,165.34
G0014375	10/26/98	GRELAK	Great Lakes Airgas Inc	845950	I0019769	01	333200	540120	1030		4.55
				845951	I0019775	01	352100	540120	1040		8.90
				850339	I0019929	01	333200	540120	1030		4.55
				850340	I0019933	01	352100	540110	1040		8.90
									CHECK TOTAL		26.90
G0014376	10/26/98	GRUTRU	Grummert's True Value	100602-0010	I0019779	02	541000	540140	7010		25.66
G0014377	10/26/98	HARCOMM	Harris Communications	098824649	I0019628	01	343800	540120	4040		158.75
G0014378	10/26/98	HEWPAC	Hewlett-Packard	8388B3J68	I0019495	01	363100	530400	2040		1,672.73
				57L3J95	I0019690	01	363100	540420	2040		259.00
				65C3J98	I0019750	01	369000	530400	8080		39.10
									CHECK TOTAL		1,970.83
G0014379	10/26/98	HILELE	Hill's Electric Motor Service	F5559	I0019673	02	541000	540140	7010		158.51
				F5457	I0019674	02	541000	540140	7010		102.71
				F5547	I0019675	02	541000	540140	7010		63.80
				F5608	I0019681	03	548000	540140	7090		668.39
				F5638	I0019823	03	548000	540140	7090		517.74
									CHECK TOTAL		1,531.15
G0014380	10/26/98	HUBPRI	Hub Printing	21224	I0019670	050300	212200	540810	6090		394.00

REPORT FARCHKR  
FISCAL YEAR 1999  
BANK: 1 Sterling Federal Bank- Ge (cont.)

Sauk Valley Community College  
Check Register  
From 09/29/98 To 10/26/98

RUN DATE: 10/26/98  
TIME: 09:32 AM  
PAGE: 34

CHECK NUMBER	DATE	PAYEE/VENDOR		---- INVOICE NUMBER ---->		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NUMBER	NAME	VENDOR'S	INTERNAL					
G0014381	10/26/98	ILLTRO	Illini Trophy	9-28-98	10019949	01	530010	550900	8040	148.68
G0014382	10/26/98	ILLCOA	Illinois Coaches Directory	4417	10019940	050600	460401	540600	6050	19.00
G0014383	10/26/98	LOOJOH	John A Loos Sons Inc	981774	10019499	03	548000	530400	7090	8,079.68
G0014384	10/26/98	KLACOM	Klaus Companies	21731	10019789	01	363200	530400	2020	35.60
G0014385	10/26/98	LARVOL	Lab Volt	9251	10019709	01	333100	540120	1030	42.43
G0014386	10/26/98	LINCAL	Lindgren Callihan Van Osdol &	10599	10019957	11	520700	530100	8020	11,120.00
G0014387	10/26/98	LRPPUB	LRP Publications	1483262	10019880	01	420000	540110	3010	97.50
G0014388	10/26/98	LUCTEC ATTSCOU	Lucent Technologies AT&T Sourcebook	31657577A	10019866	01	520100	540900	8020	136.00
G0014389	10/26/98	LUCTEC ATTSCOU	Lucent Technologies AT&T Sourcebook	31657576A	10019867	01	333200	540110	1030	136.00
G0014390	10/26/98	LUCMUS	Luck's Music Library	005020	10019695	01	322600	540120	1010	77.50
				005021	10019698	01	322600	540120	1010	82.80
							CHECK TOTAL			160.30
G0014391	10/26/98	LUNDG	Lundgren's Inc	328742	10019845	01	212300	540110	2090	83.50
				329043	10019846	01	212300	540120	2090	7.09
				328608	10019847	01	212300	540110	2090	21.08
				329530	10019950	01	212300	540110	2090	42.46
							CHECK TOTAL			154.13

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NAME	VENDOR'S INTERNAL	VENDOR'S INTERNAL						
G0014392	10/26/98	MACWAR	Mac Warehouse	02324754	I0019494	01	322100	540120	7010	1,004.45
G0014393	10/26/98	MAIPRO	Maintenance Products, Inc	00253059	I0019810	02	541000	540140	7010	36.79
G0014394	10/26/98	MCMCAR	McMaster Carr Supply Company	4721815	I0019893	02	542000	540140	7020	182.53
				4803395	I0019931	02	541000	540140	7010	16.56
									CHECK TOTAL	199.09
G0014395	10/26/98	MEDCOM	Med Com Trainex	0806158	I0019676	01	352200	540120	1040	257.95
G0014396	10/26/98	MENAR	Menards	65875	I0019620	050600	460701	540900	6050	163.41
				63735	I0019731	050600	460701	540900	6050	37.16
				63734	I0019732	050600	460701	540900	6050	194.90
				64228	I0019733	050600	460701	540900	6050	77.59
				64706	I0019796	02	541000	540140	7010	105.32
				64192	I0019820	02	542000	540140	7020	103.21
				62700	I0019829	02	541000	540140	7010	28.46
									CHECK TOTAL	710.13
G0014397	10/26/98	MESBEC	Messing & Becker	021007	I0019619	050600	460303	540120	6050	125.00
G0014398	10/26/98	MONIND	Monarch Industrial Inc	40692	I0019814	02	541000	540140	7010	22.50
				40796	I0019816	02	541000	540140	7010	123.49
									CHECK TOTAL	145.99

REPORT FARCHKR  
FISCAL YEAR 1999  
BANK: 1 Sterling Federal Bank- Ge (cont.)

Sauk Valley Community College  
Check Register  
From 09/29/98 To 10/26/98

REPORT DATE 10/26/98  
TIME 09:32 AM  
PAGE 36

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	VENDOR'S INVOICE NUMBER	INTERNAL	FUND	ORGN	ACCT	PROG	CHECK AMOUNT
G0014399	10/26/98	MONKON	Montgomery Kone Inc	757402	10019629	02	541000	530400	7010	607.59
				775893	10019874	02	541000	530400	7010	607.59
CHECK TOTAL										1,215.18
G0014400	10/26/98	MOOMED	Moore Medical Corp	9918957	10019718	01	352200	540120	1040	81.34
G0014401	10/26/98	MORSER	Morgan Services Inc.	21842	10019621	02	542000	530400	7020	130.76
				17829	10019737	02	542000	530400	7020	110.32
CHECK TOTAL										241.08
G0014402	10/26/98	MOTBRO	Mott Bros Company	4371669	10019808	02	541000	540140	7010	114.58
G0014403	10/26/98	MOUELE	Mooser Electronics	23224105	10019626	01	333100	540120	1030	138.08
				23219557	10019696	01	333100	540120	1030	50.24
				23219518	10019743	01	333100	540120	1030	471.20
				23234894	10019903	01	333100	540120	1030	184.80
CHECK TOTAL										844.32
G0014404	10/26/98	MUEAUD	Mueller Audio Visual	9402	10019843	01	363200	530400	2020	43.75
				9310	10019801	01	363200	530400	2020	32.00
				10587	10019882	01	363200	540410	2020	149.00
CHECK TOTAL										224.75
G0014405	10/26/98	340301821	Murphy, John M	907-1968	10019713	01	511000	520920	8010	929.24

CHECK NUMBER	DATE	PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NUMBER	NAME	VENDOR'S	INTERNAL					
G0014406	10/26/98	NAEIR	NAEIR	F426836A	I0019865	050500	414000	540190	6030	25.00
G0014407	10/26/98	NALCHE	Nalco Chemical Company	IX241	I0019746	02	541000	540140	7010	118.20
G0014408	10/26/98	NASCO	NASCO	947251	I0019615	01	335100	540120	1010	619.99
				979629	I0019719	01	352200	540120	1040	135.83
									CHECK TOTAL	755.82
G0014409	10/26/98	NATCOM	National Computer Systems, Inc	23287730	I0019616	01	361000	540120	2080	694.40
G0014410	10/26/98	NEWSW	Newsweek	10-2-98	I0019785	01	326000	540600	1050	741.00
G0014411	10/26/98	NICOR	Nicor Gas	9500 5 9/4/98	I0019500	02	545000	570100	7060	2,002.42
				9/24/98	I0019745	02	545000	570100	7060	65.21
				9-10-98 4770	I0019763	02	545000	570100	7060	12.11
				9/28/98 1270	I0019889	02	545000	570100	7060	79.48
				9-23-98 1307	I0019894	02	545000	570100	7060	54.50
				9/28/98 6390	I0019898	02	545000	570100	7060	228.24
				10-6-98 9500	I0019920	02	545000	570100	7060	1,804.93
				9-28-98 4770	I0019925	02	545000	570100	7060	16.02
									CHECK TOTAL	4,262.91
G0014412	10/26/98	ONSAT	OnSat Subscription Dept	SUBSCRIPT RENEW	I0019799	01	363200	540600	2020	59.95
G0014413	10/26/98	PWSUP	P & W Supply Co	119521	I0019817	02	543000	540140	7030	6.55
				119522	I0019818	02	543000	540140	7030	52.95
									CHECK TOTAL	59.50

REPORT FARCHKR  
FISCAL YEAR 1999  
BANK: 1 Sterling Federal Bank- Ge (cont.)

Sauk Valley Community College  
Check Register  
From 09/29/98 To 10/26/98

FOR DATE 10/26/98  
TIME 09:32 AM  
PAGE 38

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	<--- INVOICE NUMBER --->			FUND	ORGN	ACCT	PROG	CHECK AMOUNT			
				VENDOR'S	INTERNAL									
G0014414	10/26/98	PEABU	Peabody's Inc	R006342	I0019677	02		543000	530400	7030	1,044.75			
				R006440	I0019679	02		543000	530400	7030	200.33			
				CHECK TOTAL										1,245.08
G0014415	10/26/98	PETOFF	Peterson Office Service Inc	507096	I0019786	01		441100	530200	3020	136.50			
G0014416	10/26/98	POLEQU	Polo Equipment Company	088825	I0019612	02		543000	540140	7030	263.60			
				89076	I0019781	02		543000	530400	7030	610.94			
				88439	I0019783	02		543000	530400	7030	83.52			
				88865	I0019784	02		543000	530400	7030	24.49			
				CHECK TOTAL										982.55
G0014417	10/26/98	PUBBRO	Public Broadcasting Service	LM1143564	I0019840	01		362100	540500	2010	56.20			
G0014418	10/26/98	QUILL	Quill Corporation	9477138	I0019909	01		345100	540120	4020	67.60			
				9437034	I0019922	01		345100	540120	4020	48.69			
				9554944	I0019945	02		546000	540110	7080	29.17			
						02		542000	540140	7020	29.40			
				INVOICE TOTAL										58.57
				CHECK TOTAL										174.86
G0014419	10/26/98	RGRA	R-Graphics	335064	I0019886	050300		212200	540810	6090	364.44			
G0014420	10/26/98	RADRAN	Radio Ranch Inc	7034	I0019704	02		541000	530400	7010	297.00			
G0014421	10/26/98	SAUVALN	Sauk Valley Newspapers	10/4/98 LEGAL	I0019897	01		110000	540700	8050	41.08			

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT		
		NAME	VENDOR'S INTERNAL	PR	10019614						01	812100
G0014422	10/26/98	SAUVALN	Sauk Valley Newspapers	AUG	ADS	9/98 RECRUIT	10019627	01	513000	550400	8060	192.60
						RECRUIT 9/98	10019895	01	513000	550400	8060	164.80
												CHECK TOTAL
G0014423	10/26/98	SAXART	Sax Arts & Crafts	0437606		10019734	050600	460500	540900	6050		116.88
G0014424	10/26/98	SBMBUS	SBM Business Equipment Center	250133		10019700	01	520100	530400	8020		100.16
				250132		10019711	01	314000	530400	1090		139.92
				250131		10019801	01	212100	530400	8030		55.00
				250130A		10019834	01	441100	530400	3020		74.25
				118844		10019841	01	341000	530400	2080		145.50
				251658 1		10019924	050600	460500	540900	6050		24.55
				251659 1		10019926	050600	460500	540900	6050		20.02
								CHECK TOTAL	559.40			
G0014425	10/26/98	SCHCUS	Scheffler Custom Woodworking	119		10019692	01	513000	580520	8060		580.00
G0014426	10/26/98	SCHHEA	School Health Corporation	425741		10019833	050600	460201	540120	6050		236.86
G0014427	10/26/98	SHAPRE	Shawver Press Inc	179		10019710	01	369000	540110	8080		43.24
				205		10019884	050600	460500	540900	6050		41.07
				205A		10019900	050130	345400	540700	4090		41.07
				210		10019901	01	110000	540110	8050		29.50
				10693		10019907	01	212100	540700	8030		175.00
								CHECK TOTAL	329.88			

REPORT FARCHKR  
FISCAL YEAR 1999  
BANK: 1 Sterling Federal Bank- Ge (cont.)

Sauk Valley Community College  
Check Register  
From 09/29/98 To 10/26/98

PRINT DATE: 10/20/98  
TIME: 09:32 AM  
PAGE: 40

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	INVOICE NUMBER		VENDOR'S INTERNAL	FUND	ORGN	ACCT	PROG	CHECK AMOUNT	
G0014428	10/26/98	SHEWIL	Sherwin-Williams			8219-5	10019778	03	548000	540140	7090	111.25
G0014429	10/26/98	SHOPAC	Shorr Packaging Corp			CN23606101	10019887	050600	460401	540900	6050	128.40
G0014430	10/26/98	SIMSCH	Simon & Schuster			8248868	10019790	01	362100	540500	2010	448.00
G0014431	10/26/98	SIMPL	Simplex			82911334A	10019608	12	544000	530400	7040	1,650.00
G0014432	10/26/98	SOFHOU	Software House			0043110-IN	10019735	050600	460500	540900	6050	64.95
G0014433	10/26/98	SPRIN	SPRINT			RAJ139800007	10019800	01	130904		416.00	
G0014434	10/26/98	STASTR	State Street Bank & Trust Comp	09/15/98-031		10019670	04	512040	560400	8020	143,087.51	
							04	512040	560300	8020	455,000.00	
						INVOICE TOTAL				598,087.51		
G0014435	10/26/98	STESEC	Stewart Security	35843		10019501	12	544000	530900	7040	845.25	
				36001		10019631	12	544000	530900	7040	1,170.75	
				36114		10019883	12	544000	530900	7040	840.00	
						CHECK TOTAL				2,856.00		
G0014436	10/26/98	SWAFLO	Smartleys Florist	011566		10019936	01	211000	550900	8010	38.00	
G0014437	10/26/98	TSSPO	T's Sports	9382		10019914	050600	460301	540120	6050	1,248.00	
G0014438	10/26/98	TCIMED	TCI Media Services	9/98		10019916	01	212100	540700	8030	1,500.00	
G0014439	10/26/98	TECTOO	Techni-Tool	797328		10019699	01	333100	540120	1030	423.97	
				800874		10019741	01	333100	540120	1030	28.54	

## BANKS - GOING FEDERAL BANKS ARE RECENTLY

1. *Journal of the American Statistical Association* 1980, 75, 338-342.

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NAME	VENDOR'S NUMBER	INTERNAL	NUMBER					
G0014439	10/26/98	TECTOO	Techni-Tool	801647	I0019760	01	333100	540120	1030	52.59
										CHECK TOTAL 505.10
G0014440	10/26/98	TECAID	Techno-Aide Mfg Co, Inc	226616	I0019723	01	352500	540120	1040	48.18
				227356	I0019766	01	352500	540120	1040	12.18
										CHECK TOTAL 60.36
G0014441	10/26/98	TEMSP0	Temple's Sporting Goods	64890	I0019671	050600	460204	540120	6050	360.05
G0014442	10/26/98	THERM	Thermogas Company	11654	I0019780	02	541000	540140	7010	21.96
G0014443	10/26/98	TONTEC	Toner Tech Plus	703	I0019489	01	369000	540110	8080	848.15
				711	I0019793	01	369000	540110	8080	359.80
										CHECK TOTAL 1,207.95
G0014444	10/26/98	TOTLIN	Total Line Supply Company	91012	I0019498	02	542000	540140	7020	502.75
G0014445	10/26/98	TRICOU	Tri-County Press	8/13/98	I0019622	01	212100	540700	8030	200.00
G0014446	10/26/98	TRIC	Triple C, Inc	2456	I0019655	01	530010	550900	8040	1,183.46
G0014447	10/26/98	USFIL	U S Filter Corporation	0526869	I0019782	01	352100	540120	1040	122.00
G0014448	10/26/98	UNICOM	Unique Computer	47667 5	I0019656	01	333100	580610	1030	2,961.00
						01	332300	580610	1020	2,961.00
										INVOICE TOTAL 5,922.00
				48129 5	I0019736	050300	212200	540810	6090	59.90

REPORT FARCHKR  
FISCAL YEAR 1999  
BANK: 1 Sterling Federal Bank- Ge (cont.)

Sauk Valley Community College  
Check Register  
From 09/29/98 To 10/26/98

PRINT DATE: 10/26/98  
TIME: 09:32 AM  
PAGE: 42

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	<--- INVOICE NUMBER --->			FUND	ORGN	ACCT	PROG	CHECK AMOUNT
			VENDOR'S	INTERNAL						
G0014448	10/26/98	UNICOM	Unique Computer	48288	I0019844	01	369000	540110	8080	59.80
				48211 S	I0019850	01	332300	540420	1020	4,560.00
				48365 S	I0019955	01	363100	540420	2040	1,875.00
										CHECK TOTAL 12,476.70
G0014449	10/26/98	UNISO	Unisource	143860	I0019653	050300	212200	540810	6090	1,059.19
				143003 00	I0019913	050300	212200	540810	6090	1,879.37
										CHECK TOTAL 2,938.56
G0014450	10/26/98	UNIASS	United Asset Coverage Inc	981102065	I0019956	01	520100	530200	8020	1,788.00
G0014451	10/26/98	UNIPAR	United Parcel Service	618479-408	I0019890	01	513000	540430	8060	106.07
G0014452	10/26/98	USPOS	US Postmaster	NO 1099	I0019849	01	513000	540430	8060	3,000.00
G0014453	10/26/98	VOLONE	Volleyball One Sales	48602	I0019712	050600	460305	540120	6050	416.60
G0014454	10/26/98	VONIND	Vonachen Industrial Supplies	059011	I0019630	02	542000	540140	7020	1,719.72
				057201	I0019740	02	542000	540140	7020	170.18
				062180	I0019744	02	542000	540140	7020	100.62
				056356	I0019761	02	542000	540140	7020	15.94
				065134	I0019871	02	542000	540140	7020	485.00
				065409	I0019892	02	542000	540140	7020	53.70
				065386	I0019927	02	542000	540140	7020	12.48
										CHECK TOTAL 2,557.64

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NAME		VENDOR'S INTERNAL	01					
G0014455	10/26/98	WALLEA	Walnut Leader	8/31/98	I0019767	01	212100	540700	8030	13.80
G0014456	10/26/98	WARMUR	Ward, Murray, Pace, & Johnson,	33976-78	I0019669	01	110000	530500	8050	1,687.50
						12	512120	530500	8060	462.50
						12	512120	530500	8060	70.00
							INVOICE TOTAL			2,220.00
				9/98	I0019951	01	110000	530500	8050	1,025.00
						12	514000	530500	8060	1,925.00
							INVOICE TOTAL			2,950.00
							CHECK TOTAL			5,170.00
G0014457	10/26/98	328423343	Warrenfeltz, Roger	OCTOBER 1998	I0019803	02	541000	530400	7010	400.00
G0014458	10/26/98	WGLFM	WGLC FM	80756	I0019667	01	212100	540700	8030	483.16
G0014459	10/26/98	WILLOW	Wilkins-Lowe and Company	17957	I0019663	12	514000	560700	8060	1,800.00
				17818	I0019664	12	514000	560700	8060	750.00
				17817	I0019665	12	514000	560700	8060	2,907.00
				18378	I0019811	01	513000	560700	8060	1,616.00
				18298	I0019813	12	514000	560700	8060	2,001.00
				18286	I0019815	12	514000	560700	8060	1,042.00
						01	513000	560700	8060	4,284.00
							INVOICE TOTAL			5,326.00
				18287	I0019819	12	514000	560700	8060	444.00
						01	513000	560700	8060	135.00
							INVOICE TOTAL			579.00
				18290	I0019822	01	513000	560700	8060	545.00

REPORT FARCHKR  
FISCAL YEAR 1999  
BANK: 1. Sterling Federal Bank- Ge (cont.)

Sauk Valley Community College  
Check Register  
From 09/29/98 To 10/26/98

PULL DATE 10/26/98  
TIME 09:32 AM  
PAGE 44

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	INVOICE NUMBER VENDOR'S INTERNAL		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
G0014459	10/26/98	WILLOW	Wilkins-Lowe and Company	18289	I0019824	12	514000	560700	8060	5,870.00
				18288	I0019826	12	514000	520200	8060	3,867.00
				17816A	I0019870	01	513000	560700	8060	3,143.00
				18516	I0019944	12	514000	560500	8060	1,000.00
						CHECK TOTAL				29,404.00
G0014460	10/26/98	WILIND	Willamette Industries Inc	26120240	I0019647	01	369000	540110	8080	2,358.80
G0014461	10/26/98	WISTUR	Wisconsin Turf Equipment Corps	749060	I0019503	02	546000	580700	7080	2,969.00
				755830	I0019742	02	543000	540140	7030	155.91
						CHECK TOTAL				3,124.91
G0014462	10/26/98	WIXFM	WIXN FM - WIXN AM	8/31/98	I0019651	01	212100	540700	8030	600.00
				9/30/98	I0019878	01	212100	540700	8030	319.00
						CHECK TOTAL				919.00
G0014463	10/26/98	WLLT	WLLT	8/98	I0019649	01	212100	540700	8030	900.00
G0014464	10/26/98	WNSPUB	WNS Pub. News-Sentinel/The Rev	10/31/98	I0019937	01	212100	540600	8030	24.00
G0014465	10/26/98	WOLRES	Wolfram Research, Inc	124123	I0019496	051500	335310	540420	6090	1,631.00
G0014466	10/26/98	WOLLUM	Wolohan Lumber	139871	I0019774	050600	460204	540120	6050	23.60
G0014467	10/26/98	WSDAM	WSDR-AM	8/30/98	I0019654	01	212100	540700	8030	550.00
				08/30/98	I0019728	01	212100	540700	8030	500.00

CHECK NUMBER	DATE	PAYEE/VENDOR		<--- INVOICE NUMBER --->		FUND	ORGN	ACCT	PROG	CHECK AMOUNT			
		NUMBER	NAME	VENDOR'S	INTERNAL								
G0014467	10/26/98	WSDAM	WSDR-AM	9/27/98	10019876	01	212100	540700	8030	500.00			
				9/27/98 - AM	10019918					550.00			
								CHECK TOTAL	2,100.00				
G0014468	10/26/98	WXLFM	WXLP-FM-97X	11510	10019726	01	212100	540700	8030	404.98			
G0014469	10/26/98	WZZFM	WZZT-FM	8/30/98	10019652	01	212100	540700	8030	750.00			
				9/27/98	10019917					750.00			
								CHECK TOTAL	1,500.00				
G0014470	10/26/98	XEROX	Xerox Corporation	581891802	10019680	050200	362200	280200	6090	548.54			
										050200	560400	45.57	
											INVOICE TOTAL	594.11	
						581891803	10019831	050200	362200	280200	6090	138.04	
													050200
												INVOICE TOTAL	12.22
						064024174	10019852	050200	362200	530400	6090		1,073.78
						064307760	10019853	050200	362200	530400	6090		802.82
						166226453	10019952	050200	362200	540810	6090		2,056.00
						166289183	10019953	050200	362200	540810	6090		721.00
		166559276	10019954	050200	362200	540810	6090		54.00				
								CHECK TOTAL	5,451.97				
G0014471	10/26/98	YOUNREF	Youngren's Refrigeration Inc.	15688	10019855	02	541000	530400	7010	1,307.20			

REPORT FARCHKR  
FISCAL YEAR 1999  
BANK: 1 Sterling Federal Bank- Ge (cont.)

Sauk Valley Community College  
Check Register  
From 09/29/98 To 10/26/98

RUN DATE: 10/20/98  
TIME: 09:32 AM  
PAGE: 46

CHECK NUMBER	DATE	NUMBER	PAYEE/VENDOR NAME	INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
				VENDOR'S	INTERNAL					
G0014472	10/26/98	ZESPRO	Zesco Products	302025-1	10019930	02	546000	540900	7080	12.30
				302025	10019934	02	546000	580700	7080	1,792.80
						02	546000	540900	7080	10.00
						02	546000	540900	7080	52.80
						02	546000	540900	7080	15.30
						02	546000	540900	7080	14.00
						02	546000	540900	7080	21.60
						02	546000	540900	7080	2.80
						02	546000	540900	7080	100.00
									INVOICE TOTAL	2,009.30
									CHECK TOTAL	2,021.60
									BANK TOTAL	1,169,340.26

Ward 5 + 3806

CHECK NUMBER	DATE	NUMBER	PAYEE/VENDOR NAME	INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
				VENDOR'S INTERNAL	INTERNAL					
Q0003807	09/25/98	331562079	Clodfelter, Pamela J.		I0019393	062024	417100	550100	3020	125.47
Q0003808	09/25/98	NACE	National Association of Colleg	MEMBERSHIP DUES	I0019396	062024	417100	540110	3020	300.00
Q0003809	09/25/98	ROCRIV3	Rock River Human Resources Pro	98-99 DUES	I0019390	062024	417100	540110	3020	20.00
Q0003810	09/25/98	SPRIN	SPRINT	9/16/98	I0019392	062050	347200	570500	4090	96.24
Q0003811	09/25/98	STAUNI	State Universities Retirement	9/30/98 P/R	I0019395	063020 063011 062050	336400 451000 347200	529990 529990 529990	1030 3020 4090	110.85 471.17 72.81
									INVOICE TOTAL	654.83
Q0003812	09/25/98	SAUEDU	SVCC Educational Fund	INTFUN PMT 9/98	I0019394	063071 063013 063014 062010	250001 250001 250001 250001			42,187.20 5,352.10 31,639.06 6,631.65
									INVOICE TOTAL	85,810.01
Q0003813	09/25/98	339449956	Wardell, Leah		I0019391	062042	417300	540110	3020	176.89

REPORT FARCHKR  
FISCAL YEAR 1999  
BANK: 2 Sterling Federal Bank- Re

Grand Valley Community College  
Check Register  
From 09/29/98 To 10/26/98

TIME: 09:32 AM  
PAGE: 48

Void 3814

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
				VENDOR'S	INTERNAL					
Q0003815	10/02/98	345386726	Armstrong, Carol	TRAVEL	9/29	I0019468	062073	336300	550100	1020
Q0003816	10/02/98	ATLINF	Atlanta Information Services,	4693		I0019466	062024	417100	540110	3020
Q0003817	10/02/98	BLAHAW	Black Hawk College	10276LC		I0019463	062032	366000	570600	1030
Q0003818	10/02/98	482803780	Bumsted, Jeff	TRAVEL	9/29	I0019473	062073	336300	550100	1020
Q0003819	10/02/98	CONMAN	Consolidated Management Co	90325		I0019480	062060	329100	550900	1060
Q0003820	10/02/98	350466006	Hahne, Connie	TRAVEL	9/29	I0019470	062073	336300	550100	1020
Q0003821	10/02/98	323285487	Hall, Doris			I0019400	063020	336400	550100	1030
Q0003822	10/02/98	349244872	Hall, Zollie W.			I0019467	062073	336300	550100	1020
Q0003823	10/02/98	532807714	Hammack, Jim	TRAVEL	9/29	I0019474	062073	336300	550100	1020
Q0003824	10/02/98	337604956	Hurd, Mary Ann	TRAVEL	9/29	I0019479	062073	336300	550100	1020
Q0003825	10/02/98	352487898	Hutchins, Diane	TRAVEL	9/29	I0019477	062073	336300	550100	1020
Q0003826	10/02/98	472507439	Lindahl, Sharon	TRAVEL	9/29	I0019471	062073	336300	550100	1020
Q0003827	10/02/98	322381877	Longfellow, Richard	TRAVEL	9/29	I0019476	062073	336300	550100	1020
Q0003828	10/02/98	480508581	Luker, Neal	TRAVEL	9/29	I0019475	062073	336300	550100	1020
Q0003829	10/02/98	333443764	Mathey, Barbara	TRAVEL	9/29	I0019478	062073	336300	550100	1020

CHECK NUMBER	DATE	PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NUMBER	NAME	VENDOR'S	INTERNAL					
Q0003830	10/02/98	PARPRO	Parnassus Production	GALILEO	I0019411	062220	329910	530200	4090	1,900.00
Q0003831	10/02/98	360405662	Pasteris, Peter	TRAVEL 9/29	I0019469	062073	336300	550100	1020	13.00
Q0003832	10/02/98	525960216	Peterson, Laura		I0019481	063044	329600	550100	1060	49.80
Q0003833	10/02/98	SBMBUS	SBM Business Equipment Center	250130	I0019482	063011	451000	530400	3020	74.25
Q0003834	10/02/98	325621479	Silvius, Candace S	TRAVEL 9/29	I0019472	062073	336300	550100	1020	14.30
Q0003835	10/02/98	UNICOM	Unique Computer	47612 S	I0019464	062022	336102	580610	1090	27,300.00
				47693 S	I0019465	062022	336102	580610	1090	7,524.99
						062032	366000	580610	1030	14,607.01
										INVOICE TOTAL
										22,132.00
										CHECK TOTAL
										49,432.00

Void 3836

Q0003837	10/09/98	Cancelled Check
Q0003838	10/09/98	Cancelled Check
Q0003839	10/09/98	Cancelled Check
Q0003840	10/09/98	Cancelled Check
Q0003841	10/09/98	Cancelled Check
Q0003842	10/09/98	Cancelled Check
Q0003843	10/09/98	Cancelled Check
Q0003844	10/09/98	Cancelled Check
Q0003845	10/09/98	Cancelled Check
Q0003846	10/09/98	Voided Check
Q0003856	10/09/98	Cancelled Check

REPORT FARCHKR  
FISCAL YEAR 1999  
BANK: 2 Sterling Federal Bank- Re (cont.)

Sauk Valley Community College  
Check Register  
From 09/29/98 To 10/26/98

RUN DATE: 10/20/98  
TIME: 09:32 AM  
PAGE: 50

Void 3857+3858

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		--- INVOICE NUMBER --->		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NAME	VENDOR'S INTERNAL	INTERNAL						
Q0003859	10/09/98	360601700	Dalton, Belinda A.	RETENTION LUNCH	I0019576	063011	451000	550900	3020	142.40
				TRVL 9/26-10-1	I0019600	063011	451000	550100	3020	270.71
									CHECK TOTAL	413.11
Q0003860	10/09/98	INSGLO	Institute for Global Ethics	10/26/ SEMINAR	I0019605	062043	214010	550100	8060	4,340.00
Q0003861	10/09/98	352343555	Lovekin, Carol N.	9/28/98 TRAVEL	I0019579	063044	329600	550100	1060	55.20
Q0003862	10/09/98	MACZON	Mac Zone	8711337-0101	I0019572	063011	451000	540120	3020	152.52
Q0003863	10/09/98	MAEOPP	MAEOPP	1998 CONF	I0019566	063011	451000	550100	3020	100.00
Q0003864	10/09/98	337702074	Minson, Charla	10/2/98 CHICAGO	I0019574	063011	451000	550900	3020	70.90
Q0003865	10/09/98	NATTTEL	National Telelearning Network	EMPL SER98-99	I0019504	062073	336300	540420	1020	695.00
Q0003866	10/09/98	PAPDIR	Paper Direct Inc	318895800001	I0019570	063011	451000	540110	3020	199.41
Q0003867	10/09/98	STAUNI	State Universities Retirement	10/15/98 P/R	I0019507	063020	336400	529990	1030	110.85
						063011	451000	529990	3020	424.31
						062050	347200	529990	4090	72.81
									INVOICE TOTAL	607.97
Q0003868	10/09/98	SAUEDU	SVCC Educational Fund	INTERFUN	I0019505	062150	250001			614.00
						062250	250001			3,259.60
						063011	250001			28,756.19
						063012	250001			31,017.47
						063041	250001			270.00
						063044	250001			11,962.89
									INVOICE TOTAL	75,880.15
									BANK TOTAL	224,246.48

Oct 7, 1998  
5:36 pm

SVCC Bookstore  
Journal Detail Report  
(Report period: September 1, 1998 to September 30, 1998)

Page 51

Date	Jnl	Ref. No	Description / Accounts	Debits	Credits
09/03/98	C/D	CHK6374	ED DIVORA 452.01 Textbook Sales 452.07 Sales Tax Collected 111.00 Cash in Bank	85.90 5.37 91.27	
09/03/98	C/D	CHK6375	ADRIENNE LEIGH PRINTZ 548.03 Miscellaneous Purchases 549.03 Miscellaneous Transportation 111.00 Cash in Bank	304.50 12.03 316.53	
09/03/98	C/D	CHK6376	ESSEX 452.22 Discount Computer Sales 111.00 Cash in Bank	2,452.60	
09/03/98	C/D	CHK6376	CORRECTION 452.22 Discount Computer Sales 111.00 Cash in Bank	2,452.60	2,452.60
09/03/98	C/D	CHK6376	ESSEX CORRECT ENTRY 548.22 Discount Computer Purchase 111.00 Cash in Bank	2,452.60	2,452.60
09/03/98	C/D	CHK6377	PROMARK 540.00 General Materials & Supplies 111.00 Cash in Bank	359.24	359.24
09/03/98	C/D	CHK6378	SBM 540.00 General Materials & Supplies 111.00 Cash in Bank	83.20	83.20
09/03/98	C/D	CHK6379	MERCURY LUGGAGE 548.03 Miscellaneous Purchases 549.02 Supply Transportation 111.00 Cash in Bank	892.80 47.28 940.08	
09/03/98	C/D	CHK6380	AMER CORRECTION ASSOC 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	279.50 13.50 293.00	
09/03/98	C/D	CHK6381	ACT CAREER PLANNING 548.01 Textbook Purchases 111.00 Cash in Bank	250.00	250.00
09/03/98	C/D	CHK6382	ADDISON WESLEY 548.01 Textbook Purchases 111.00 Cash in Bank	1,363.50	1,363.50
09/03/98	C/D	CHK6382	CORRECTION 548.01 Textbook Purchases 111.00 Cash in Bank	0.80	0.80

Oct 7, 1998  
5:36 pm

SVCC Bookstore  
Journal Detail Report  
(Report period: September 1, 1998 to September 30, 1998)

Page 52

Date	Jnl	Ref. No	Description / Accounts	Debits	Credits
09/03/98	C/D	CHK6383	ANDERSON PUB 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	167.60 8.00 175.6	
09/03/98	C/D	CHK6389	CORRECTION 548.02 Supply Purchases 548.01 Textbook Purchases	396.37	396.0
09/03/98	C/D	CHK6384	ATLAS PEN 548.02 Supply Purchases 549.02 Supply Transportation 111.00 Cash in Bank	293.76 22.35 316.1	
09/03/98	C/D	CHK6385	CEREBELLUM CORP 548.21 Computer Software Purchases 549.21 Computer Software Transport 111.00 Cash in Bank	72.00 6.20 78.2	
09/04/98	C/D	CHK6386	DOUGLAS STEWART CO 548.21 Computer Software Purchases 111.00 Cash in Bank	811.14	811.1
09/04/98	C/D	CHK6387	COLLEGIATE PRESS 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	53.80 6.21 60.0	
09/04/98	C/D	CHK6388	DEARBORN PUBL 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	744.00 29.57 773.5	
09/04/98	C/D	CHK6389	ENTEC 548.01 Textbook Purchases 111.00 Cash in Bank	396.37	396.3
09/04/98	C/D	CHK6390	GOODHEART WILLCOX 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	464.40 14.42 478.8	
09/04/98	C/D	CHK6391	GOSPEL PUBL HOUSE 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	131.70 6.52 138.2	
09/04/98	C/D	CHK6392	HARCOURT BRACE 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	4,069.29 26.61 4,095.9	
09/04/98	C/D	CHK6393	HOUGHTON MIFFLIN 548.01 Textbook Purchases 111.00 Cash in Bank	14,048.42	14,048.4

Oct 7, 1998  
5:36 pm

SVCC Bookstore  
Journal Detail Report  
(Report period: September 1, 1998 to September 30, 1998)

Page 53

Date	Jnl	Ref. No	Description / Accounts	Debits	Credits
09/04/98	C/D	CHK6394	DODGER 548.03 Miscellaneous Purchases 549.03 Miscellaneous Transportation 111.00 Cash in Bank	813.77 25.03 838.80	
09/03/98	C/D	CHK6395	CONSOLIDATED FREIGHTWAYS 549.01 Textbook Transportation 111.00 Cash in Bank	264.23	264.23
09/04/98	C/D	CHK6396	ITP EDUCATION 548.01 Textbook Purchases 111.00 Cash in Bank	267.50	267.50
09/04/98	C/D	CHK6397	LOGIN BROS BOOK 548.01 Textbook Purchases 111.00 Cash in Bank	3,554.14	3,554.14
09/04/98	C/D	CHK6398	MCGRAW HILL 548.01 Textbook Purchases 111.00 Cash in Bank	4,291.78	4,291.78
09/04/98	C/D	CHK6399	MOSBY-YEARBOOK INC 548.01 Textbook Purchases 111.00 Cash in Bank	3,353.56	3,353.56
09/04/98	C/D	CHK6400	NACSCORP 548.01 Textbook Purchases 548.21 Computer Software Purchases 111.00 Cash in Bank	135.67 39.60 175.27	
09/03/98	C/D	CHK6401	NEBRASKA BOOK 548.01 Textbook Purchases 548.05 Used Book Purchases 111.00 Cash in Bank	121.64 130.32 251.96	
09/03/98	C/D	CHK6402	PRACTICAL PSYCH PRESS 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	73.50 6.00 79.50	
09/03/98	C/D	CHK6403	PRENTICE HALL 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	513.00 7.94 520.94	
09/03/98	C/D	CHK6404	PRENTICE HALL 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	4,065.25 41.98 4,107.23	
09/03/98	C/D	CHK6405	PRISM MAGNETICS INC 548.02 Supply Purchases 111.00 Cash in Bank	11,170.25	11,170.25

Oct 7, 1998  
5:36 pm

SVCC Bookstore  
Journal Detail Report  
(Report period: September 1, 1998 to September 30, 1998)

Page 54

Date	Jnl	Ref. No	Description / Accounts	Debits	Credits
09/03/98	C/D	CHK6405	CORRECTION 548.02 Supply Purchases 111.00 Cash in Bank		10,000.00
09/03/98	C/D	CHK6406	RANDOM HOUSE 548.04 Paperback Purchases 548.01 Textbook Purchases 549.04 Paperback Transportation 111.00 Cash in Bank	369.35 23.77 3.49	396.61
09/03/98	C/D	CHK6407	SBM 540.00 General Materials & Supplies 111.00 Cash in Bank	150.00	150.00
09/03/98	C/D	CHK6408	TECH DIRECTIONS BOOKS 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	100.52 7.40	107.92
09/03/98	C/D	CHK6409	JOHN WILEY & SONS 548.01 Textbook Purchases 111.00 Cash in Bank	3,581.00	3,581.00
09/04/98	C/D	CHK6410	BEN WINGE 452.01 Textbook Sales 452.07 Sales Tax Collected 111.00 Cash in Bank	77.95 4.87	82.82
09/04/98	C/D	CHK6410	CORRECTION 452.01 Textbook Sales 452.07 Sales Tax Collected 111.00 Cash in Bank	77.95 4.87	82.82
09/04/98	C/D	CHK6410	BEN WINGE (CORRECTED) 452.01 Textbook Sales 452.07 Sales Tax Collected 111.00 Cash in Bank	77.95 4.87	82.82
09/08/98	C/D	CHK6411	SETH FREY 452.01 Textbook Sales 452.07 Sales Tax Collected 111.00 Cash in Bank	84.95 5.31	90.26
09/08/98	C/D	CHK6412	JEREMY LONG 452.01 Textbook Sales 452.07 Sales Tax Collected 111.00 Cash in Bank	117.90 7.37	125.27
09/08/98	C/D	CHK6413	ERIC VANDERSNICH 452.01 Textbook Sales 452.07 Sales Tax Collected 111.00 Cash in Bank	67.95 4.25	72.20

Oct 7, 1998  
5:36 pm

SVCC Bookstore  
Journal Detail Report  
(Report period: September 1, 1998 to September 30, 1998)

Page 55

Date	Jnl	Ref. No	Description / Accounts	Debits	Credits
09/19/98	C/D	CHK6414	IL DEPT OF REVENUE 235.00 Accrued Sales Tax Payable 111.00 Cash in Bank		13,874.00
09/22/98	C/D	CHK6415	RPS 549.01 Textbook Transportation 111.00 Cash in Bank	533.34	533.34
09/22/98	C/D	CHK6416	CONSOLIDATED FREIGHT 549.01 Textbook Transportation 111.00 Cash in Bank	210.23	210.23
09/22/98	C/D	CHK6417	ALZHEIMER'S ASSOC 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	280.00 10.28	290.28
09/23/98	C/D	CHK6417	ALZHEIMER'S 6420 111.00 Cash in Bank	0.00	
09/23/98	C/D	CHK6417	CONSOLIDATED MANAGEMENT 548.32 Meal Ticket 111.00 Cash in Bank	280.00	280.00
09/23/98	C/D	CHK6418	ACT 548.04 Paperback Purchases 111.00 Cash in Bank	16.50	16.50
09/23/98	C/D	CHK6419	ADDISON WESLEY LONGMAN 548.01 Textbook Purchases 111.00 Cash in Bank	17,551.50	17,551.50
09/23/98	C/D	CHK6420	ALZHEIMER'S see #6417 111.00 Cash in Bank	0.00	
09/24/98	C/D	CHK6421	AMSCO SCHOOL PUBLICATION 548.04 Paperback Purchases 549.04 Paperback Transportation 111.00 Cash in Bank	82.00 4.10	86.10
09/24/98	C/D	CHK6422	APPRAISAL INSTITUTE 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	198.00 7.97	205.97
09/24/98	C/D	CHK6423	ATAPCO OFFICE PRODUCTS 548.02 Supply Purchases 111.00 Cash in Bank	109,304.00	109,304.00
09/24/98	C/D	CHK6423	CORRECTION 111.00 Cash in Bank 548.02 Supply Purchases 548.02 Supply Purchases 111.00 Cash in Bank	109,304.00 1,093.04	109,304.00 1,093.04

Oct 7, 1998  
5:36 pm

SVCC Bookstore  
Journal Detail Report  
(Report period: September 1, 1998 to September 30, 1998)

Page 56

Date	Jnl	Ref. No	Description / Accounts	Debits	Credits
09/24/98	C/D	CHK6424	BIO CAM COMMUNICATIONS 548.02 Supply Purchases 549.02 Supply Transportation 111.00 Cash in Bank	135.00 10.00 145.00	
09/24/98	C/D	CHK6425	VOID 111.00 Cash in Bank	0.00	
09/24/98	C/D	CHK6426	CHANNELBIND CORP 548.02 Supply Purchases 549.02 Supply Transportation 111.00 Cash in Bank	597.00 35.98 632.98	
09/24/98	C/D	CHK6427	DOVER 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	278.00 7.97 285.97	
09/24/98	C/D	CHK6428	ED FOUNDATION OF NRA 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	700.00 14.44 714.44	
09/24/98	C/D	CHK6429	ENGLEWOOD ELECTICAL SUPP 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	500.00 9.28 509.28	
09/24/98	C/D	CHK6430	GOODHEART WILLCOX 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	61.92 4.10 66.02	
09/24/98	C/D	CHK6431	HARCOURT BRACE 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	9,933.38 44.00 9,977.38	
09/24/98	C/D	CHK6432	HIGHLAND COLLEGE BKSTORE 548.01 Textbook Purchases 111.00 Cash in Bank	62.15 62.15	
09/24/98	C/D	CHK6433	HOUGHTON MIFFLIN 548.01 Textbook Purchases 111.00 Cash in Bank	5,575.47 5,575.47	
09/24/98	C/D	CHK6434	ITP ED 548.01 Textbook Purchases 111.00 Cash in Bank	10,769.25 10,769.25	
09/24/98	C/D	CHK6435	ITP ED 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	29,048.25 145.16 29,193.41	

Oct 7, 1998  
5:36 pm

SVCC Bookstore  
Journal Detail Report  
(Report period: September 1, 1998 to September 30, 1998)

Page 57

Date	Jnl	Ref. No	Description / Accounts	Debits	Credits
09/24/98	C/D	CHK6436	JBH TECH 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	469.50 22.00 491.50	
09/24/98	C/D	CHK6437	LAB VOLT 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	144.00 5.81 149.81	
09/24/98	C/D	CHK6438	LOGIN BROTHERS BOOK CO 548.01 Textbook Purchases 548.04 Paperback Purchases 540.00 General Materials & Supplies 111.00 Cash in Bank	1,719.35 130.28 25.00 1,874.63	
09/24/98	C/D	CHK6439	MACMILLAN PUBLISHING 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	0.60 25.56 26.16	
09/24/98	C/D	CHK6440	MC GRAW HILL 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	9,759.61 26.43 9,786.04	
09/24/98	C/D	CHK6441	MC GRAW HILL 548.01 Textbook Purchases 111.00 Cash in Bank	2,875.50 2,875.50	
09/24/98	C/D	CHK6442	MC GRAW HILL 548.01 Textbook Purchases 548.04 Paperback Purchases 548.01 Textbook Purchases 111.00 Cash in Bank	18.62 58.00 7.04 83.66	
09/24/98	C/D	CHK6443	MC GRAW HILL 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	4,005.94 70.58 3,935.36	
09/24/98	C/D	CHK6444	MC GRAW HILL 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	4,329.20 64.93 4,264.27	
09/24/98	C/D	CHK6445	MC GRAW HILL 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	4,960.00 74.40 4,885.60	
09/24/98	C/D	CHK6446	MONA GROUP 548.21 Computer Software Purchases 549.21 Computer Software Transport 111.00 Cash in Bank	209.65 4.47 214.12	

Oct 7, 1998  
5:36 pm

SVCC Bookstore  
Journal Detail Report  
(Report period: September 1, 1998 to September 30, 1998)

Page 58

Date	Jnl	Ref. No	Description / Accounts	Debits	Credits
09/24/98	C/D	CHK6447	MORTON PUBL 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	430.80 9.38 440.18	
09/24/98	C/D	CHK6448	MOSBY-YEAR BOOK 548.01 Textbook Purchases 548.21 Computer Software Purchases 549.01 Textbook Transportation 549.21 Computer Software Transport 111.00 Cash in Bank	1,776.71 54.34 65.55 3.21 1,899.81	
09/24/98	C/D	CHK6449	NACSCORP 548.04 Paperback Purchases 548.21 Computer Software Purchases 111.00 Cash in Bank	14.97 297.76 312.73	
09/24/98	C/D	CHK6450	NEBRASKA BOOK 548.05 Used Book Purchases 549.05 Used Book Transportation 111.00 Cash in Bank	900.30 316.50 1,216.80	
09/24/98	C/D	CHK6451	W W NORTON 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	106.50 33.01 139.51	
09/24/98	C/D	CHK6452	PARKER HANNIFIN 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	194.00 5.65 199.6	
09/24/98	C/D	CHK6453	PPCT MGT SYSTEMS 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	65.15 6.81 71.96	
09/24/98	C/D	CHK6454	PRACTICAL PSYCH PRESS 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	105.00 9.00 114.00	
09/24/98	C/D	CHK6455	PRENTICE HALL 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	15,704.80 51.16 15,755.96	
09/24/98	C/D	CHK6456	QUALITY RESOURCES 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	246.00 14.20 260.20	

Oct 7, 1998  
5:36 pm

SVCC Bookstore  
Journal Detail Report  
(Report period: September 1, 1998 to September 30, 1998)

Page 59

3

Date	Jnl	Ref. No	Description / Accounts	Debits	Credits
09/24/98	C/D	CHK6457	RANDOM HOUSE 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	24.75 3.38 28.13	
09/24/98	C/D	CHK6458	SIMON & SCHUSTER 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	1,104.00 29.05 1,133.05	
09/24/98	C/D	CHK6459	SPRINGHOUSE 548.04 Paperback Purchases 549.04 Paperback Transportation 111.00 Cash in Bank	171.90 10.13 182.03	
09/24/98	C/D	CHK6460	STAYWELL 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	200.00 6.46 206.46	
09/24/98	C/D	CHK6461	TEL-A-TRAIN 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	262.50 10.89 273.39	
09/24/98	C/D	CHK6462	TOWNSEND PRESS 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	117.00 5.30 122.30	
09/24/98	C/D	CHK6463	JOHN WILEY 548.01 Textbook Purchases 549.01 Textbook Transportation 111.00 Cash in Bank	990.00 60.00 1,050.00	
09/30/98	C/D	CHK6463	CORRECTION 549.01 Textbook Transportation 111.00 Cash in Bank	0.50 0.50	
09/29/98	C/D	CHK6464	DAHLSTROM & CO 548.04 Paperback Purchases 111.00 Cash in Bank	64.39 64.39	
09/29/98	C/D	CHK6465	CON-WAY 549.01 Textbook Transportation 111.00 Cash in Bank	55.54 55.54	
***** Report Total				195,187.77	195,187.77