

**SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES AGENDA**

**Third Floor Board Room**

**January 25, 1999 ✓**

**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**      **December 23, 1998**    **\$199,797.83**  
                          **January 15, 1999**    **\$176,815.54**
- 5. Budget Report**
- 6. Health/Life Insurance Report**
- 7. Purchasing Policy (305.01) Second Reading**
- 8. Faculty Seniority List**
- 9. Protection, Health, and Safety Projects**

**E. President's Report**

- 1. Monthly Policy Reviews - 308.01 and 309.01**
- 2. Enrollment Update**
- 3. Booster Club Show Report (attached)**
- 4. Board Organization**
- 5. Cross-Cultural Educational Program (attached)**

**F. Financial Reports and Actions**

**None**

**G. Closed Session (Appointment, employment, compensation, discipline, performance or dismissal of specific employees, collective negotiating matters, and pending litigation)**

**H. Personnel**

- 1. Part-time Faculty**
- 2. Faculty Resignation**
- 3. Administrative Appointment**
- 4. Managed Care Provider**

**I. Other**

- 1. Donation**
- 2. Change in Board Meeting Date?**
- 3. Woodhouse Resolution**

**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**

**February 22, 1999  
(March 1, 1999?)**

**March 22, 1999**

**April 26, 1999**

**May 24, 1999**

**ICCTA Monthly Meetings**

**February 10, 1999 - 6:30 p.m.  
Room 2K2  
NWICCTA at SVCC**

**March 13, 1999  
Midland Hotel, Chicago**

**Nothing Scheduled**

**May 5, 1999 - Lobby Day  
Renaissance Hotel, Springfield**

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

**January 25, 1999**

The Board of Trustees of Sauk Valley Community College met in regular session at 7 p.m. on January 25, 1999 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
William Simpson	Robert Thompson
William Yemm	B.J. Wolf
Richard Groharing	

**Absent:** Jeri Anne Hose (Student Trustee)

**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

**Consent Agenda:** It was moved by Member Simpson and seconded by Member Thompson that the Board approve the Consent Agenda as presented. In a roll call vote, all voted aye. Motion carried.

**President's Report:** President Behrendt reported that Weston Courier (of Sterling) had filed nominating petitions for the SVCC Board of Trustees and Nancy Varga of Dixon was circulating petitions, that the College had developed a plan to increase courses offered during the Spring semester, that the SVCC Booster Club had cleared \$2,120 at their recent Antique Show, that the organizational meeting after the April Board election would be held in November of 1999, that applications had been received for the vacant positions advertised in the recent Chronicle, and that Mario Hernandez was the new Coordinator of the Cross-Cultural Educational Program which the College partners with WIU.

**Closed Session:** At 7:15 p.m., it was moved by Member Yemm and seconded by Member Jensen that the Board adjourn to closed session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees, collective negotiating matters, and pending litigation.

**Regular Session:** The Board returned to regular session at 9 p.m.

**Part-time Faculty:** It was moved by Member Simpson and seconded by Member Thompson that the Board approve the list of part-time faculty as presented. In a roll call vote, all voted aye. Motion carried.

**Faculty Resignation:** It was moved by Member Yemm and seconded by Member Thompson that the Board accept the resignation of Dr. Gary Balfantz, Professor of Speech, Theatre, and Performance Studies, effective May 19, 1999. In a roll call vote, all voted aye. Motion carried.

**Administrative Appointment:** It was moved by Member Simpson and seconded by Member Wolf that the Board approve the appointment of Dr. James. O. Tegtmeyer as Acting Vice President of Instructional Services at a monthly salary of \$5,175, plus a maximum monthly expense reimbursement of \$800, effective January 26, 1999. In a roll call vote, all voted aye. Motion carried.

**Managed Care Provider:** It was moved by Member Yemm and seconded by Member Thompson that the Board approve Health Alliance as the College's managed care provider, effective February 1, 1999. In a roll call the following was recorded: Ayes - Members Jensen, Simpson, Thompson, Yemm, Wolf and Groharing. Member Andersen - abstain. Motion carried.

**Donation:** It was moved by Member Thompson and seconded by Member Simpson that the Board accept the donation of a Rockford Tool Room Lathe for Sauk's Machine Tool Program. In a roll call vote, all voted aye. Motion carried.

Change in Board Meeting Date: It was moved by Member Jensen and seconded by Member Andersen that the Board change the February meeting date to March 1, 1999. In a roll call vote, all voted aye. Motion carried.

Woodhouse Resolution: It was moved by Member Yemm and seconded by Member Simpson that the Board adopt the attached resolution concerning former Sauk employee Janet Woodhouse. In a roll call vote, all voted aye. Motion carried.

Reports: Student Trustee Hose was absent.

ICCTA Representative Wolf reminded the Board of the Northwest Region ICCTA meeting to be held at Sauk on February 10th.

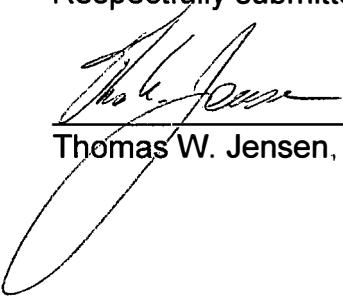
Foundation Liaison Yemm reported that the Foundation did not meet this month.

Since this was Dr. Phil Gover's last Sauk Board meeting, Chair Groharing, on behalf of the Board, wished him well in his new vice presidency at Morton College in Cicero.

Adjournment: Since the scheduled business was completed, it was moved by Member Wolf and seconded by Member Andersen that the Board adjourn. The next regular meeting (February) will be held on March 1, 1999 at 7 p.m. in the third floor Board Room. In a roll call vote, all voted aye. Motion carried.

The Board adjourned at 9:15 p.m.

Respectfully submitted:

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

Resolution of the Board of Trustees of Sauk Valley Community  
College

Whereas, Janice Woodhouse, (Woodhouse) previously a College administrator, has filed a charge with the Illinois Department of Human Rights and with the EEOC, (collectively "charges") claiming her non-renewal of employment was because of her age; and has also separately asserted that she was not properly compensated for unused vacation, and claims that her non renewal of employment was otherwise improper; and

Whereas, the College denies that it has violated the law or discriminated against Woodhouse; and

Whereas, the College has determined that under one interpretation of its vacation policy applicable to Woodhouse, some additional vacation pay would be due to Woodhouse, and the Board desires to be fully compliant with its vacation policy; and

Whereas, the Board has met with Woodhouse in closed session on matters relating to the pending litigation; and

Whereas, in the interests of the welfare of the College, Woodhouse desires to and promises to withdraw and dismiss the charges without any financial compensation therefor, and to terminate any claims of violation of law, and the College is willing to permit her to do so; and

Whereas, it is appropriate for Woodhouse and the College to enter into an agreement to effect the withdrawals of the charges, *et al*:

Now Therefore, the President is directed to enter into an appropriate agreement mutually releasing Woodhouse and the College.

For Board Meeting of  
January 25, 1999

Agenda Item D-7

**PURCHASING POLICY (305.01) CHANGES  
SECOND READING**

At the December meeting, the Board approved for first reading the attached changes to our Purchasing Policy (305.01). We are now submitting it for the second reading.

**RECOMMENDATION:** Board approval of the changes indicated on the attached Purchasing Policy (305.01) for second reading.

***PROPOSED CHANGES ARE IN ITALICS***

p. 307

**305.01 Purchasing Policy**

**A. Introduction**

The administration of the purchasing policies and guidelines as set forth herein shall be the responsibility of the Vice President of Administrative Services. This document shall serve to enable responsible parties to act in the best interests of Sauk Valley Community College. An efficient, well-planned, and organized program of purchasing policies is imperative to protect the public trust relative to the expenditures of public tax monies. Because the success of the purchasing program depends on the ways and means of implementation, management, and administration, it is apparent that this written policy shall govern the purchasing program and its use.

**B. Ethics**

All administrators acting as purchasing agents for Sauk Valley Community College shall ever be mindful of and practice the following ethics:

1. To regard public service as a sacred trust giving primary consideration to the interest of the school district;
2. To purchase without prejudice, seeking to obtain the maximum benefit for each tax dollar expended;
3. To strive for knowledge of school equipment and supplies in order to recommend items that may either reduce costs or increase the efficiency of the means of education;
4. To insist on and expect honesty in sales representation whether offered verbally or in the sample of product submitted;
5. To give all responsible bidders equal consideration and the assurance of unbiased judgement in determining whether their product meets specifications and the educational needs of the district;
6. To discourage the offer of, and to decline, gifts which in any way might influence the purchase of school equipment and supplies;
7. To accord a prompt and courteous reception, insofar as conditions permit, to all who call on legitimate business missions; and

8. To cooperate with educational, governmental, and trade associations in the promotion and development of sound business methods in the procurement of school equipment and supplies.

#### C. Procedures

The Vice President of Administrative Services shall have the responsibility of securing for the district its requirements for services, materials, supplies, and equipment at the lowest possible cost consistent with satisfactory standards for quality and service.

Supervision and control of all purchases shall be the responsibility of the Vice President of Administrative Services, or his/her responsible officer.

Supply items common to all departments and which are generally used throughout the college shall be purchased by the Vice President of Administrative Services. Such items shall be of good quality and shall be purchased in sufficient and adequate quantities so as to assure the lowest possible cost. These supply items shall be located in a central storage room and controlled by dispensing through the Business Office.

The departmental budgets will be charged by journal entry for the value of the merchandise received. All purchases are to be initiated by requisition and shall be approved by the requisitioner's immediate supervisor and/or Vice President as required by the Vice President of Administrative Services.

#### D. Policies

*for all College funds*

**ADD** Budgeted Expenditures - All expenditures for items of services, materials, supplies and equipment which have been budgeted within the operational funds of the College shall be bid and purchased within the following guidelines and policies:

a. Purchases involving an expenditure of less than \$10,000 may be authorized by the Vice President of Administrative Services without advertising for bids, or requiring formal competitive bidding. The Vice President of Administrative Services shall determine the type of bidding necessary, the procedure being dependent upon the circumstances pertaining to each particular purchase.

b. Purchases involving an expenditure in excess of \$10,000 shall be let to the lowest responsible bidder considering conformity with specifications, terms of delivery, quality and serviceability, after due advertisement, except contracts which by their nature are not adaptable to competitive bidding such as contracts for:



- 1) services for individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part;
- 2) printing of finance committee reports and departmental reports;
- 3) printing or engraving of bonds, tax warrants, and other evidences of indebtedness;
- 4) materials and work which have been awarded to the lowest responsible bidder after due advertisement, but due to unforeseen revisions, not the fault of the contractor for materials and work, must be revised causing expenditures not in excess of 10% of the contract price;
- 5) maintenance or servicing of, or provision of repair parts for, equipment which are made with the manufacturer or authorized service agent of that equipment where the provision of parts, maintenance, or servicing can best be performed by the manufacturer or authorized service agent;
- 6) use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software, and services;
- 7) duplicating machines and supplies;
- 8) purchase of natural gas when the cost is less than that offered by a public utility and purchases of equipment previously owned by some entity other than the district itself;
- 9) *purchases of equipment previously owned by some entity other than the district itself;*
- 10) repair, maintenance, remodeling, renovation, or construction or a single project involving an expenditure not to exceed \$15,000 and not involving a change or increase in the size, type, or extent of an existing facility;
- 11) goods or services procured from another governmental agency;
- 12) goods or services which are economically procurable from only one source, such as for the purchase of magazines, books, periodicals, pamphlets and reports, and for utility services such as water, light, heat, telephone, or telegraph;
- 13) where funds are expended in an emergency and such emergency expenditure is approved by 75% of the members of the Board.

c. All competitive bids for contracts involving an expenditure in excess of \$10,000 (15,000 for contracts listed in b(9) above) must be sealed by the bidder and must be opened by a member or employee of the Board, and witnessed, at a public bid opening at which the contents of the bids must be announced. Each bidder must receive at least three days notice of the time and place of such bid opening.

d. Due advertisement includes, but is not limited to, at least one public notice at least ten days before the bid date in a newspaper published in the district, or if no newspaper is published in the district, in a newspaper of general circulation in the area of the district.

e. All request for competitive bids shall be issued through the Office of the Vice President of Administrative Services.

**ADD**

*any of the College funds*

Non-Budgeted Expenditures - Purchases of services, materials, supplies, and equipment which have not been specifically budgeted for ~~in the operational funds of the College~~ or which ultimately shall be funded through the Site and Construction Fund, shall be purchased according to the policies and guidelines as set forth in Section A, with the exception that responsibility for approval to purchase under this Section B, rests with the Board of Trustees.

**NEW**

Cooperative Purchasing Arrangements - The College purchasing officer may pursue the cooperative purchasing arrangements with other public institutions and the State of Illinois Department of General Services, in accordance with Paragraph 3-27.2. Joint Purchases, of the Illinois Public Community College Act. The Board Secretary is authorized to sign the appropriate resolution for the State of Illinois Department of General Services.

**NEW**

Non-Collusion Affidavit - All bids shall be submitted with a completed and original signed Non-Collusion Affidavit. Bids submitted without the completed form will be removed from consideration.

Miscellaneous - Vice President of Administrative Services will exercise discretion in determining the responsibility of each bidder. The lowest responsible bidder will be awarded the contract, provided he/she meets the specific requirements set forth in the bidding document. Preference will be given to persons or firms located in the college district so long as they provide the needed service on substantially equal basis with the persons or firms located outside the district.

AMENDMENT

RESOLVED, That the purchasing policy of Community College District Number 506, Counties of Whiteside, Lee, Ogle, Henry, Bureau and Carroll, State of Illinois, commonly known as Sauk Valley Community College, be amended by adding to the Miscellaneous Section the following language: All contracts to which Sauk Valley Community College is a party shall be conditioned upon the requirement that the supplier of materials or services of the contractor and his subcontractor, and all labor organizations furnishing skilled, unskilled and craft union skilled labor, or who may perform any such labor or services, as the case may be, shall not commit an unfair employment practice in this State as defined in Section 853 of Chap. 48, IL. Rev. Stats., and all such contracts shall have incorporated therein the "Equal Employment Opportunity Clause" required under the Rules and Regulations of the Illinois Fair Employment Practices Commission, a copy of which is attached hereto and incorporated herein by reference. The said Clause may be incorporated in the College's contracts by reference to this purchasing policy.

"EQUAL EMPLOYMENT OPPORTUNITY CLAUSE"

In the event of the contractor's noncompliance with any provision of this Equal Employment Opportunity Clause, the Illinois Fair Employment Practices Act of the Fair Employment Practices Commission's Rules and Regulations for Public Contracts, the contractor may be declared non-responsible and therefore ineligible for future contracts or sub-contracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation.

During the performance of this contract, the contractor agrees as follows:

1. That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin or ancestry; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.
2. That, if it hires additional employees in order to perform this contract, or any portion hereof, it will determine the availability (in accordance with the Commission's Rules and Regulations for Public Contracts) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.

3. That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, age, national origin or ancestry.

4. That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement of understanding, a notice advising such labor organization or representative of the contractor's obligations under the Illinois Fair Employment Act and the Commission's Rule and Regulations for Public Contracts. If any such labor organization or representative fails or refuses to cooperate with the contractor in its efforts to comply with such Act and Rules and Regulations, the contractor will promptly so notify the Illinois Fair Employment Practices Commission and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations thereunder.

5. That it will submit reports as required by the Illinois Fair Employment Practices Commission's Rules and Regulations for Public Contracts, furnish all relevant information as may from time to time be requested by the Commission or the contracting agency, and in all respects comply with the Illinois Fair Employment Practices Act and the Commission's Rules and Regulations for Public Contracts.

6. That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Illinois Fair Employment Practices Commission for purposes of investigation to ascertain compliance with the Illinois Fair Employment Practices Act and the Commission's Rules and Regulations for Public Contracts.

7. That it will include verbatim or by reference the provisions of paragraph 1 through 7 of this clause in every performance subcontract as defined in Section 2.10 (b) of the Commission's Rules and Regulations for Public Contracts so that such provisions will be binding upon every such subcontractor; and that it will also so include the provisions of paragraphs 1, 5, 6 and 7 in every supply subcontract as defined in Section 2.10 (a) of the Commission's Rules and Regulations for Public Contracts so that such provisions will be binding upon every such subcontractor. In the same manner as with other provisions of this contract, the contractor will be liable for compliance with applicable provisions of this clause by all its subcontractors; and further it will promptly notify the contracting agency and the Illinois Fair Employment Practices Commission in the event any subcontractor fails or refuses to comply therewith. In addition, no contractor will utilize any subcontractor declared by the Commission to be non-responsible and

therefore ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

With respect to the two types of subcontracts referred to under paragraph 7 of the Equal Employment Opportunity Clause above, following is an excerpt of Section 2 of the FEPC's Rules and Regulation for Public Contracts:

Section 2.10 - The term "Subcontract" means any agreement, arrangement or understanding, written or otherwise, between a contractor and any person (in which the parties do not stand in the relationship of an employer and an employee):

- A. For the furnishing of supplies or services or for the use of real or personal property, including lease arrangements, which, in whole or in part, is utilized in the performance of any one or more contracts; or
- B. Under which any portion of the contractor's obligations under any one or more contracts is performed, undertaken or assumed.

**NEW**

Sexual Harassment Clause - Each party submitting a proposal must certify that they have complied with the requirement of section 2-105 of the Illinois Human Rights Act (PA 87-1257) effective July 1, 1993, with respect to sexual harassment policies. The terms of the law as applicable are hereby incorporated into this contract.

2/12/79

11/23/92

11/28/94

For Board Meeting of  
January 25, 1999

Agenda Item D-8

#### FACULTY SENIORITY LIST

Each January the College is required to establish a list of faculty by seniority in the event there would be a reduction in force. Following Board approval, this list will be sent to the SVCC Faculty Association before the deadline of February 1, 1999.

RECOMMENDATION: Board approval of the attached seniority list as presented.

**SAUK VALLEY COMMUNITY COLLEGE  
INSTRUCTIONAL SERVICES**

**MEMORANDUM**

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**DATE:** January 8, 1999

**TO:** Dr. Behrendt

**FROM:** Phil Gover 

**SUBJECT:** Faculty Seniority List

Attached is a copy of the updated Faculty Seniority List. Tom Harding has been deleted from the list. We have added Charles Atchley and Paul McMahon.

js

attachment

## FACULTY SENIORITY LIST

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	NAME	BOARD APPROVAL	CONTRACT SIGNED	TEACHING AREA(S)
1.	Vrhel, George	8-9-66		Sociology/Psychology
2.	Heuck, Dale	3-27-67		Chemistry
3.	Pinter, Karen	5-10-67		Academic Skills/English
4.	Nesbit, Fred	7-24-67		Psychology
5.	Wharton, Robert	8-14-67	8-5-67	Social Science
6.	Beatty, Edward	5-27-68	5-24-68	English
7.	Thomas, Robert	6-22-70		Learning Resource Center
8.	Holtam, Richard	7-1-70		Counseling
9.	Dill, Ross	8-10-70	8-1-70	English
10.	Hedstrom, Ruth	5-8-73		Music
11.	Happach, Ronald	7-22-74	7-28-74	Heating, Air Conditioning, Quality Control
12.	Gates, Carl	8-13-74		Business
13.	Bailey, Glenn	5-27-75		Office and Administrative Services
14.	Halgren, Betty	8-23-76		Instructional Technology
15.	Shippert, Stanley	7-11-77		Rad Tech
16.	Frana, Jerry	8-22-77		Machine Tool
17.	White, Peggy	5-16-78		Clinical Lab Science
18.	West, Charles	8-14-79		Accounting
19.	Cox, Doris	8-21-80		Academic Skills
20.	Pifer, Ralph	8-4-81		Psychology/Sociology

	NAME	BOARD APPROVAL	CONTRACT SIGNED	TEACHING AREA(S)
21.	Willett, Mary	11-22-82		Nursing
22.	Clydesdale, David	8-29-83		Math
23.	Cogdall, Jean	7-23-84		Electronics
24.	Breed, Thomas	9-23-85		Counseling
25.	Leseman, Jolene	4-28-86	5-9-86	Physical Education
26.	Wardell, John	6-22-87		Electronics
27.	Day, Dennis	7-27-87	7-2-87	Data Processing
28.	Gehlbach, Chris	7-27-87	7-13-87	Nursing
29.	Etter, Ernie	7-26-88		Math
30.	Shaff, Steven	5-22-89		Math
31.	Williamson, Judy	6-26-89		English
32.	Turk, Kay	7-31-89	8-2-89	Learning Assistance Center
33.	Hill, Debi	7-31-89	8-3-89	Speech/English
34.	Lynch, Janet	8-27-90	8-30-90	Nursing
35.	Tuft, Jeanine	8-27-90	9-1-90	Nursing
36.	Alfano, Cindy	12-17-90		Counseling
37.	Kiele, Beverly	3-25-91		Rad Tech
38.	Berkey, Noel	7-29-91	8-7-91	English
39.	Smith, Bradley	6-22-92	7-7-92	Biology
40.	Hamlin, Leon	8-24-92	10-7-92	Criminal Justice

	NAME	BOARD APPROVAL	CONTRACT SIGNED	TEACHING AREA(S)
41.	Edelbach, David	8-24-92	10-8-92	Chemistry
42.	Kidder, Mary Lou	5-23-94	5-30-94	Computer Information Systems
43.	<b>Cunningham, Pam</b>	<b>4-27-95</b>	<b>5-30-95</b>	<b>Nursing</b>
44.	<b>Schreiner, Stephanie</b>	<b>4-27-95</b>	<b>5-30-95</b>	<b>Nursing</b>
45.	Bradshaw, Randall	5-22-95	6-16-95	Physics
46.	Murray, Kris	6-26-95	6-30-95	Humanities
47.	Okey, Deborah	11-27-95	12-8-95	English
48.	Hill, Judith	12-18-95	12-21-95	Human Services
49.	Matheney, Janet	1-22-96	2-9-96	Counseling
50.	Breen, David	5-28-96	6-4-96	Biology
51.	Megill, Kevin	5-28-96	6-8-96	Computer Information Systems
52.	Nunez, Steve	5-28-96	6-15-96	Biology
53	Anderson, Judy	7-23-96	7-26-96	Learning Resource Center
54.	Land, Patrick	5-28-96	7-27-96	Technology
55.	Balfantz, Gary	8-26-96	8-28-96	Speech/Theatre
56.	van der Wege, Robertus	8-22-97		Art
57.	Atchley, Charles	5-20-98	6-13-98	Physics/Math
58.	McMahon, Paul	7-27-98	8-18-98	Technology

For Board Meeting of  
January 25, 1999

Agenda Item D-9

### PROTECTION, HEALTH AND SAFETY PROJECTS

The College architect, F.G.M., Inc. of Oak Brook, Illinois, has certified that the following Protection, Health and Safety Projects have been completed and the administration is requesting Board approval of the attached Statements of Final Construction Compliance:

Retaining Wall Repairs

Well House Roof Membrane

Grounds Garage (T3) Roof Replacement

**RECOMMENDATION:** Board approval of the Statements of Final Construction Compliance for the three Protection, Health and Safety Projects listed above.



**MEMORANDUM**

**TO:** Dr. Richard Behrendt

**FROM:** John M. Murphy 

**DATE:** January 14, 1999

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

Final completion on three Protection, Health and Safety Projects has been certified by the architect/engineer, FGM, Inc., Oak Brook, Illinois. A Statement of Final Construction Compliance for each project is attached.

**Retaining Wall Repairs** – Eugene Matthews, Inc. (Chicago, IL) reset the coping stones, replaced and sealed all brick on the retaining walls located along the sidewalks of the College. This project had an approved budget of \$51,128.00. The final cost of \$48,769.63 was under budget by \$2,358.37.

**Well House Roof Membrane** – Sjostrom & Sons, Inc. (Rockford, IL) installed a single-ply roof membrane and repaired/modified the existing brick parapet walls. The project has an approved budget of \$40,960.00. The final cost of \$37,814.94 was under budget by \$3,145.06.

**Grounds Garage (T3) Roof Replacement** – S.H. Christianson, Inc. (Rockford, IL) replaced all the existing metal roof panels, gutters, downspouts, and fascia, and repaired/replaced the damaged wood trusses. The project had an approved budget of \$40,889.00. The final cost of \$41,421.23 was over budget by \$532.23, but less than 5% above the actual bid amount and therefore; did not require additional ICCB approval.

I recommend Board approval of the Statement of Final Construction Compliance for each project as attached.

n  
att

## Protection, Health and Safety Project

### **Statement of Final Construction Compliance**

Name and address of architect/engineer providing the Statement of Final Construction Compliance:

FGM, Inc  
1211 West 22<sup>nd</sup> Street  
Oak Brook, IL 60523

Final cost of the project:

Approved Budget      \$51,128.00      Actual Cost      \$48,769.63

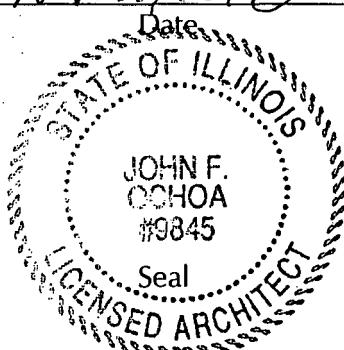
I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.

John F. Ochoa  
Architect/Engineer's Signature

9845

Illinois Registration or License Number

NOV. 11, 1998



Approved by the SAUK VALLEY COMMUNITY COLLEGE Board of Trustees

Date January 25, 1999

Signed Philip J. Schaefer, Chairperson

Mark L. Pen, Secretary

## Protection, Health and Safety Project

### **Statement of Final Construction Compliance**

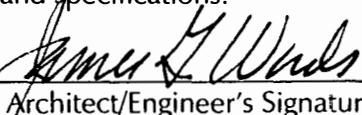
Name and address of architect/engineer providing the Statement of Final Construction Compliance:

FGM Architects and Engineers  
1211 West 22<sup>nd</sup> Street  
Oak Brook, IL 60523

Final cost of the project: U-2 Well-house Roof -- FGM 98023E

Approved Budget \$ 40,960. Actual Cost \$ 37,814.94

I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.



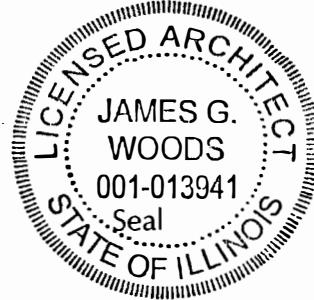
Architect/Engineer's Signature

1/19/99

Date

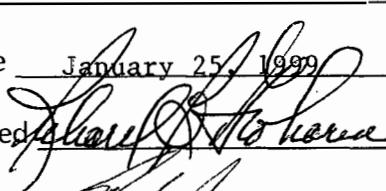
001-013941

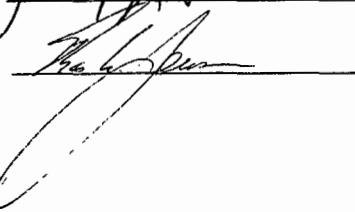
Illinois Registration or License Number



Approved by the SAUK VALLEY COMMUNITY COLLEGE Board of Trustees

Date January 25, 1999

Signed  Chairperson

 Secretary

## Protection, Health and Safety Project

### **Statement of Final Construction Compliance**

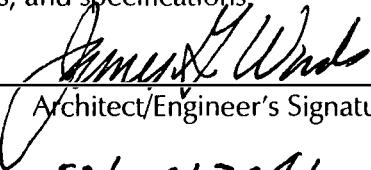
Name and address of architect/engineer providing the Statement of Final Construction Compliance:

FGM Architects and Engineers  
1211 West 22<sup>nd</sup> Street  
Oak Brook, IL 60523

Final cost of the project: T-3 Building Re-roof -- FGM 98023D

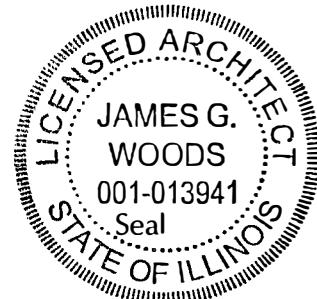
Approved Budget \$ 40,889. Actual Cost \$ 41,421.23

I have reviewed the originally recommended construction program, cost estimate, actual construction work in place, and contractor's pay records, and hereby certify that to the best of my knowledge the project has been constructed within the original or amended budget and has met applicable plans, codes, and specifications.

  
Architect/Engineer's Signature

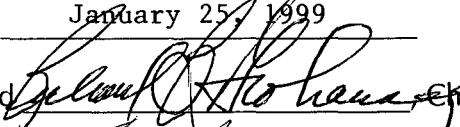
1/19/99  
Date

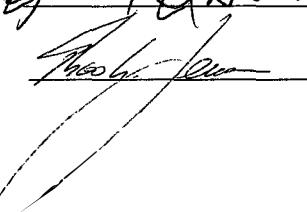
001-013941  
Illinois Registration or License Number



Approved by the SAUK VALLEY COMMUNITY COLLEGE Board of Trustees

Date January 25, 1999

Signed   
Belmont O. Hoehne, Chairperson

  
Thelma J. Lew, Secretary

Resolution of the Board of Trustees of Sauk Valley Community  
College

Whereas, Janice Woodhouse, (Woodhouse) previously a College administrator, has filed a charge with the Illinois Department of Human Rights and with the EEOC, (collectively "charges") claiming her non-renewal of employment was because of her age; and has also separately asserted that she was not properly compensated for unused vacation, and claims that her non renewal of employment was otherwise improper; and

Whereas, the College denies that it has violated the law or discriminated against Woodhouse; and

Whereas, the College has determined that under one interpretation of its vacation policy applicable to Woodhouse, some additional vacation pay would be due to Woodhouse, and the Board desires to be fully compliant with its vacation policy; and

Whereas, the Board has met with Woodhouse in closed session on matters relating to the pending litigation; and

Whereas, in the interests of the welfare of the College, Woodhouse desires to and promises to withdraw and dismiss the charges without any financial compensation therefor, and to terminate any claims of violation of law, and the College is willing to permit her to do so; and

Whereas, it is appropriate for Woodhouse and the College to enter into an agreement to effect the withdrawals of the charges, *et al*:

Now Therefore, the President is directed to enter into an appropriate agreement mutually releasing Woodhouse and the College.

308.01 Collateralization Policy

The Sauk Valley Community College Board of Trustees requires third party collateralization of all its investments above the FDIC/FSLIC limit of \$100,000. Implementation of this policy will be administered through the use of Federal Reserve Bank forms (Certificate of Incumbency, Custody Agreement, and Suggested Resolution for Enactment) and will include signature approval of collateralization security of either the President or Treasurer of the College.

12/86

3/23/87

### 309.01 Investment Policy

Responsibility - The investment of College funds shall be the responsibility of the College Treasurer in accordance with this policy and with the laws of the State of Illinois. The report of the status of investments shall be presented to the Board of Trustees on a monthly basis.

Standards and Process - The primary concern for the investments for Sauk Valley Community College shall be the strength of the security for the investment. After the sufficiency of the security has been evaluated and deemed satisfactory, then the liquidity and the rate of return shall be considered.

The Treasurer is authorized to purchase or sell, assign and endorse for transfer, certificates representing tax-exempt municipal bonds rated AAA or better by a nationally recognized bond rating company, which are purchased or sold solely for purposes of the Insurance Reserve Fund Bond now registered or hereafter registered in the name of the College.

Security - Investments will be limited to those permitted by law. All Certificates of Deposit in excess of \$100,000.00 and all Repurchase Agreements must be adequately collateralized. Collateral must be held by a third party. No one institution shall have more than 50% of the College's invested funds at any one time.

Only sound financial institutions within the Sauk Valley Community College District shall be used as a depository of investment funds. The institution must be federally insured.

Liquidity - Maturity should be staggered to assure the availability of cash when needed and to facilitate interfund borrowing.

Return - The College should maximize its investment return, subject to the foregoing restrictions.

Other Investments - Investments other than the foregoing may be made with only the specific authorization of the Board of Trustees of the College.

3/23/87

5/24/93

4/28/97

SAUK VALLEY COMMUNITY COLLEGE ATHLETIC BOOSTER  
CLUB ANNUAL ANTIQUE SHOW PROFITS

<u>Date</u>	<u>Profit</u>
September, 1989	\$1,134
January, 1990	1,528
January, 1991	1,678
January, 1992	2,846
January, 1993	3,275
January, 1994	2,589
January, 1995	3,423
January, 1996	3,599
January, 1997	2,881
January, 1998	3,074
January, 1999	2,120

CROSS-CULTURAL EDUCATIONAL PROGRAMS

SAUK VALLEY COMMUNITY COLLEGE

173 ILLINOIS ROUTE 2

DIXON, IL 61021

815/288-5511, Ext. 351

FAX: 815/288-3190

December 23, 1998

Dear Sauk Valley Faculty and Staff,

You may not be aware of the fact that Sauk Valley Community College has become a partner with Western Illinois University in their Cross-Cultural Educational Program. I would like to take the opportunity to introduce this program to you as well as myself, Mario Hernandez, the Coordinator.

Cross-Cultural Educational Programs is a collaborative effort between Sauk Valley Community College and Western Illinois University, and its purpose is to assist Latino, African American and other students achieve their higher education goals. To do this, we sponsor cultural events and activities, provide academic and career planning, and furnish financial aid and scholarship information, summer internship referrals and leadership development and training.

Thus far, the welcome I have received here at the Sauk Valley Community College has been outstanding. As a matter of fact, my overall experience here in the Sauk Valley area has surpassed any expectations I had, living up to what the Cross-Cultural Educational Program Director, Mrs. Carol Fimmen, believed they would be. Getting settled in has been quite a significant task, yet, accepted as a positive challenge. The peace and tranquility of the country-side, the picturesque Rock River and its scenery are a welcomed change of pace.

As a part of the college community, I would like to offer my services to students, faculty and staff. My goal is to teach others to learn. Specifically, as a part of Sauk's mission, and through integral work that has preceded me, I dedicate my services to the support, advocacy and understanding of the student of color.

Sincerely,

Mario Hernandez

For Board Meeting of  
January 25, 1999

Agenda Item H-1

**PART-TIME FACULTY**

The administration is recommending the following part-time instructors for Board approval:

Charles Beckman	Business
Judy Cogdall	Academic Skills
Gene Folsom	Technology
Kandie Manning	Public Service
Michael Mattox	Physical Education
Kimberly Munson	Public Service
James Pack	Business
Maggie Sloger	Physical Education
Cheri Stewart	Public Service

**RECOMMENDATION:** Board approval of the instructors listed above.

For Board Meeting of  
January 25, 1999

Agenda Item H-2

#### **FACULTY RESIGNATION**

We have received the attached letter of resignation from Dr. Gary Balfantz, Professor of Speech, Theatre, and Performance Studies, effective May 19, 1999.

**RECOMMENDATION:** Board approval to accept the resignation of Dr. Gary Balfantz, Professor of Speech, Theatre, and Performance Studies, effective May 19, 1999.



# Sauk Valley Community College

January 11, 1999

Dr. Phil Gover  
Vice President of Instruction  
Sauk Valley Community College  
Dixon, IL 61021

Dear Dr. Gover:

Please accept this letter as my resignation from SVCC effective May 19, 1999.

Sincerely,

A handwritten signature in black ink, appearing to read 'Gary L. Balfantz'.

Gary L. Balfantz

cc. Dr. Richard Behrendt  
Mr. Mike Seguin  
Dr. Joan Kerber

For Board Meeting of  
January 25, 1999

Agenda Item H-3

#### **ADMINISTRATIVE APPOINTMENT**

Due to the resignation of Vice President Phil Gover, we are recommending the appointment of Dr. James O. Tegtmeier as Acting Vice President of Instructional Services at a monthly salary of \$5,715, plus a maximum monthly expense reimbursement of \$800, effective January 26, 1999.

**RECOMMENDATION:** Board approval of the appointment of Dr. James O. Tegtmeier as Acting Vice President of Instructional Services at a monthly salary of \$5,175, plus a maximum monthly expense reimbursement of \$800, effective January 26, 1999.

James O. Tegtmeyer  
5600 South Newland Avenue  
Chicago, IL 60638

Richard Behrendt  
President  
Sauk Valley Community College  
Dixon, IL 61021

January 23, 1998

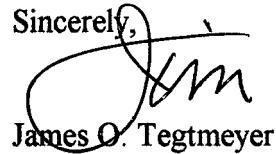
Dear Richard,

Please find my resume enclosed.

I hope that all goes well and that I will be able to join you and your staff as we discussed.

Thank you for the opportunity.

Sincerely,

A handwritten signature in black ink, appearing to read "J. Tegtmeyer".

James O. Tegtmeyer

**JAMES O. TEGTMEYER**  
5600 South Newland Avenue  
Chicago, Illinois 60638  
(773) 229-9526  
(773) 220-9960 FAX

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## **ADMINISTRATIVE EXPERIENCE**

Vice President of Academic Affairs  
and Dean of the Faculty (12 years)

Prairie State College  
Chicago Heights, Illinois

Prairie State College is a comprehensive community college serving twenty communities in the southern suburbs of Chicago, Illinois. The Vice President of Academic Affairs was responsible for supervising and providing leadership to the Academic Deans of four divisions: Arts and Science; Business, Health and Technology; Academic Services and Counseling; and Learning Resources. The College served approximately 10,000 students and employs 85 full-time faculty, approximately 230 adjunct faculty, and offered over 50 educational programs.

Dean of the College (4 years)

Olney Central College  
Olney, Illinois

Olney Central College is one of the four community colleges in the Illinois Eastern Community College district, serving a rural community in southeastern Illinois. The Dean was responsible for providing leadership to five divisions serving nearly 2,000 students. The College employed 50 full-time faculty and approximately 120 adjunct faculty.

Coordinator of Curriculum  
Development (11 years)

Waukesha County Technical College  
Pewaukee, Wisconsin

The Coordinator of Curriculum Development was responsible for approving course offerings, providing leadership in curriculum, instruction, and faculty development, supervising Learning Resources, and represented the district to local industrial firms, business organizations and fourteen high schools in a region immediately west of Milwaukee, Wisconsin. Was involved in the planning and design of a new multi-million dollar campus.

Director of Education (2 years)

California Action Associates  
Fresno, California

The Director of Education was responsible for an eight county adult education and vocational training program serving migrant and seasonal farm workers in the San Joaquin Valley of California. The Director of Education was responsible for the management of five area offices which coordinated the largest War On Poverty Program west of the Mississippi River.

**TEACHING EXPERIENCE**

Sacramento City Unified  
School District  
Sacramento, California

Taught courses in U.S. history, English, and business for two years at the district's Continuation High School. Also taught sociology and economics to adults.

University of Wisconsin  
Oshkosh and Stout

Served as an adjunct professor for four years teaching courses in curriculum and educational administration.

Prairie State College  
Chicago Heights, Illinois

Taught a course in philosophy while serving as Vice President of Academic Affairs.

**CONSULTING, PRESENTATIONS  
AND ORGANIZATIONS**

Served as a consultant to Whitnall Public Schools, Greenfield, Wisconsin; Blackhawk Technical College, Janesville, Wisconsin; William Rainey Harper College, Palatine, Illinois; Gateway Technical Institute, Kenosha, Wisconsin; the College of DuPage, Glen Ellyn, Illinois; Sauk Valley Community College and the Kansas State Department of Education.

Numerous papers and presentations have been given to the American Association of Community Colleges, American Vocational Association, the Illinois Council of Community College Administrators, and other workshops and convocations.

Active membership has been held in various Chambers of Commerce, Kiwanis, Rotary International, Phi Delta Kappa, American Red Cross (Board of Directors for South Cook County), Olney Central College Foundation, Ford Heights Economic Development Committee, Illinois Council of Community College Administrators, and other educational organizations.

## **EDUCATION**

**Ph.D. in Curriculum and Instruction  
and Educational Policy Studies**

**University of Wisconsin  
Madison, Wisconsin**

**M.A. in Education**

**University of Saint Thomas  
Saint Paul, Minnesota**

**B.A. in Marketing**

**Saint Joseph's College  
Rensselaer, Indiana**

## **REFERENCES**

**Dr. E. Timothy Lightfield  
President  
Prairie State College  
202 South Halsted Street  
Chicago Heights, ILL 60411  
(708) 709-3638**

**Dr. W. Harold Garner  
(Past President, PSC)  
20 Brisbane Way  
Irvine, CA 92715  
(714) 786-2323**

**Dr. Charles R. Novak  
President  
Richland Community College  
One College Park  
Decatur, IL 62521  
(217) 875-7200**

**Ms. Sally J. Kelley-Haywood  
President  
Federation of Teachers  
202 South Halsted Street  
Chicago Heights, IL 60411  
(708) 709-3653**

For Board Meeting of  
January 25, 1999

Agenda Item H-4

#### MANAGED CARE PROVIDER

As the Board is aware, the faculty contract calls for a change in our medical insurance plan to managed care. (Last spring the Board approved a change to managed care for the rest of the staff if the Faculty Association agreed). Attached is an analysis of the three available providers and our recommendation.

**RECOMMENDATION:** Board approval of Health Alliance as the College's managed care provider, effective February 1, 1999.



**SAUK VALLEY  
COMMUNITY  
COLLEGE**

73 IL Rte. 2, Dixon, IL 61021 • 815/288-5511

**MEMORANDUM**

**TO:** Dr. Richard Behrendt  
**FROM:** John M. Murphy   
**DATE:** January 20, 1999  
**SUBJECT:** Medical Insurance Program/Managed Care

The concept of a managed care medical insurance program has been in the planning for several months. Providing a comprehensive medical insurance plan for the College staff--while being sensitive to cost containment--is a continuing challenge.

The criteria for this comprehensive plan included:

- Basic and major medical benefits that closely mirror the existing plan;
- A voluntary tax sheltered contribution by the staff members into an "IRS Section 125" escrow account to minimize annual out-of-pocket costs; and
- A family reimbursement program for dental and eye care.

The process of this plan development and the selection of a provider is detailed in the enclosed report from the College's employee benefit advisor, Mr. Frank Nelsen of Wilkins-Lowe & Company, Inc. The primary criteria for the selection of the managed care provider were:

- A comprehensive network of medical services geographically accessible to the staff;
- Financial stability;
- Consistently quick response, and support from top level management;
- Ability to work as a team with the College's third party administrator; and
- Measurable cost savings to the College.

After a very careful review of these proposals, and based on the recommendation of Mr. Nelsen, I recommend that the College contract for managed care medical services with Health Alliance of Sterling, Illinois, effective February 1, 1999.

n  
att



# **WILKINS-LOWE & COMPANY**

## **FINANCIAL SERVICES DIVISION**

Established as Wm. T. Galt & Co. - 1896

**Investments • Employee Benefits • Insurance Counseling**

January 19, 1999

Mr. Jack Murphy  
Vice President  
Sauk Valley Community College  
173 IL Route 2  
Dixon, IL 61021

Dear Jack:

Per our discussion, please find enclosed a narrative description on the process undertaken in gathering the necessary information for implementing a managed care program for Sauk Valley Community College.

Approximately 18 months ago Jami Bradley, then Vice President of Sauk Valley Community College, contacted me to search out some preliminary information on managed care programs in our area.

There are three main providers of managed care in our area; Rockford Health Plans; Health Alliance; Benchmark Health Insurance Company. Our office contacted all of these entities and received basic information that was used to design a composite managed care plan to take to the Insurance Advisory Committee for review.

After receiving direction from the Board regarding the frame work for negotiations with the faculty, we then went back to each managed care company and asked them to estimate the impact each benefit would have on the costs of the medical plan. That information was relayed back to Jami for her review.

During the summer of 1998, we again contacted each managed care company to bring them up to date and supply them with a benefit plan that looked like what the college would provide it's employees.

Once the Board approved the final benefit plan, I asked each managed care company to provide two programs encompassing the approved plan. The first proposal was for the managed care company to provide all aspects for the plan i.e. claims administration, booklet preparation, claims advocating, customer service etc. The second proposal was for the managed care companies to provide costs for renting the network; which means that a fee is paid to access

**WILKINS-LOWE and COMPANY**

FINANCIAL SERVICES DIVISION

discounts that are available by using selected medical providers. With ongoing discussions with Sauk Valley Community College's administrative staff it was decided to proceed with only the rental of the network at this time. This was mainly due to the fact that the college is almost 7 months through the current plan year and changing administrators in mid year could cause a substantial backlog of claims for employees and delay reimbursement to the college from the reinsurance company. We will revisit this during the annual renewal time.

To help determine which managed care network provides the most coverage for your employees, your administrator, Professional Benefit Administrators (P.B.A.) provided us a listing of providers and dollar amounts spent at each over the last 12 months. We then asked each managed care company to give us an indication of which providers are in their network. A summary sheet is enclosed for your review

Finally, I was asked to provide a recommendation for a managed care provider. In my opinion, the choice comes down to two. Rockford Health Plans and Health Alliance. Benchmark did not provide timely information like the other companies had. As a matter-of-fact their proposal came in on January 15, 1999 a good month after the other submissions. If this is the kind of service they provide I see nothing but problems down the road.

In narrowing down the other two networks, I believe it is a very close call. I would give the nod to Health Alliance over Rockford Health Plans because of the timely service they have provided our other clients. We find their staff extremely knowledgeable and helpful. Upper management people are readily available to assist when necessary. Also both P.B.A. and Health Alliance have assured me that they will cooperate fully with each other to implement the plan. In addition, the cost for Health Alliance's plan is less expensive than the others. Both networks have local service representatives; Rockford Health Plans out of Dixon and Health Alliance out of Sterling. I would be comfortable with either network but having to choose only one I would select Health Alliance.

As a side note I would like to extend my thanks to you Jack, Curt, and Nancy for taking this project on and bringing it to completion. Managed care has been an extremely complex issue in our community, but under your leadership I believe this matter has come to a timely conclusion resulting in a well designed benefit plan.

If any addition information is necessary please contact me.

Sincerely,



Frank C. Nelsen  
Certified Financial Planner

Enclosure

**SUMMARY OF NOTES  
FROM SAUK VALLEY COMMUNITY COLLEGE'S  
MANAGED CARE ANALYSIS**

There were several criteria that were taken into account when deciding on which managed care company.

1. Cost savings to the college.

Health Alliance provides 10% on local care and between 20-30% on tertiary care.

Rockford Health Plans has estimated savings between 10% and 18% with utilization of network providers.

Because the college is a member of the Rock Valley Health Care Council Benchmark uses rates based on Medicare reimbursements. They estimated savings of 10% at Community General Hospital Medical Center; 30%-40% savings on Medical Arts Clinic physicians; 10%-20% on non-Medical Arts Clinic physicians; and approximately 45% at Swedish American Hospital.

2. Comprehensive coverage network for Sauk Valley Community College employees. See attachment.

3. Financial Stability

Health Alliance Profitable Organization that has been in business for approximately 18 years.

Rockford Health Plans has been in business since 1980. Not profitable the last 2 years.

Benchmark has been in business for approximately 3 years. Has not shown a profit yet.

Since the college is renting the network, financial stability is important, but not critical.

4. Miscellaneous

Both Health Alliance and Rockford Health Plans have received National Accreditation.

Health Alliance rated highly in consumer reports. All companies have local administration, but Health Alliance has the most and also easier access to upper management.

In discussing implementation timetable with Professional Benefit Administrators (current administrator) they were willing to work with any network, but had trepidation with Benchmark with previous experience.

These are my notes from the analysis stage. Call with any questions.

Frank C. Nelsen

## NETWORK PROVIDER COMPARISON

PROVIDER	ROCKFORD HEALTH PLANS Rock Reg	HEALTH ALLIANCE	BENCHMARK
Almassy, Imre G MD			X
Appenhe, Timothy MD			
Badenhortst, Casper MD		X	
Beckley Appalachian Regional			
Breene, Dennis P MD	X	X	
Camelot Radiology Associates			
CGH Medical Center	X	X	X
Cho, Kyu MD			X
Clinics of North Texas			
Dfori, Cyril MD			
Dodda, Geetha MD			X
Ear Nose & Throat Associates			
Emerson, James David MD	X	X	
Evolutions Healthcare Systems			
Exner, John H MD	X	X	
Frakes, James T MD	X		X
Freeport Clinic			
Freeport Memorial Hospital			
Gentry, Kale C MD			
Gerberi, Michael P MD	X	X	
Gopal, Rajan MD	X	X	
Hister, Mark W MD	X		
Ingrassia III, Theodore S MD	X	X	
Interone, Carmelo MD	X	X	
Jasper County Hospital			
Jensen, TW DC			
Kair, Bharathy MD			
Kalra, Arun K MD	X	X	
Kam, Lubin	X		
Kathryn Shaw Betha Hospital	X	X	
Khalid, Sheba MD			
Kristensen, Michael A DC			
KSB Corp Health Services	X	X	
KSB Home Health Care	X	X	
KSB Home Medical Supplies Inc.		X	
KSB Medical Group, Inc.		X	
Lioncl, Wong MD			
Loose, Isaac A MD			
Mayo Clinic Rochester			
Medical Arts Center of Dixon			X

PROVIDER	ROCKFORD HEALTH PLANS	HEALTH ALLIANCE	BENCHMARK
	Rock Reg		
Minor, Robert L. MD	X		
Moberly Regional Medical Center			
Neurological Associates			
North Texas Surgi-Center			
Northern Illinois Surgery			X
Northwestern Memorial Hospital		X	
Novaeon			
OSF Saint Francis	X	X	
Pecoraro MD Inc, Salvatore MD			
Peoria Radiology Assoc			
Perry Memorial Hospital		in the works	
Perryville Surgical		in the works	
Pierce, Robert H MD			
Proctor Hospital		in the works	
Rock River Health Inc.		X	
Rockford Anesthesiologists	X	X	X
Rockford Cardiology Associates	X		X
Rockford Infectious Disease			
Rockford Surgical Serv	X		X
Samaritan Health Systems		X	
Sauk Valley Pathology		X	
Shah, Hasmukh P MD		X	
Snkaran, Krishna MD	X		
St. Anthony Medical Center	X	X	
St. Marys Hospital			
Sterling Rock Falls Clinic		X	
T. Jensen Dabci DC			
Tichy, Steven T MD	X		
Treviranus, Kim M MD			X
University of Iowa Hospital			
VA Medical Center			
Whittaker & Mammolito Surg			
Yukov, Allen M. MD			

Network Access Fees	Rock Region	Health Alliance	Benchmark
	\$4.25	\$3.50	\$8.50

**APPENDIX A**  
**SVCC Benefits Schedule**

	Effective until 1/31/99 SVCC Plan	Effective 2/01/99 Managed Care Plan	
		In-Network PPO Discounts	Out-of-Network Non-PPO No Discounts
<b>Maximums</b>			
Deductible	\$200 Single \$400 Family	\$0 \$0	\$250 Single \$500 Family
Out-of-Pocket (including deductible)	\$700 per person (no maximum)	\$500 Single \$1,000 Emp. + 1 \$1,500 Family	\$1,000 Single \$2,000 Emp. + 1 \$3,000 Family
Lifetime Maximum	\$2,000,000	\$2,000,000	\$2,000,000
<b>Benefits</b>		<b>EMPLOYEE PAYS</b>	
Physician Visit	20%	\$10 copayment	20%
Preventative	20% (PSA, Pap & Mammogram)	\$0	20%
Physicals	Not covered	\$0	Amount over \$250
Well Baby Care	20% (in-hospital only)	\$10	20%
Osteopathic	20%	50%	50%
Carcinogenic Testing	20%	\$0	20%
Hospitalization	20%	\$200 copayment per admit	20%
Inpatient Surgery	20%	\$0	20%
Inpatient Rehab.	20%	\$10	20%
Emergency	20% (first \$300 paid at 100%)	\$50 copayment	\$50 copayment
Medical Health / Substance Abuse:			
Inpatient	20% (7 day maximum)	\$30 per day (14 day maximum)	50% (14 day maximum)
Intensive Outpatient	20% (21 day maximum)		
Outpatient	50% (10 visits / year)	\$15 per visit (21 visit maximum)	50% (21 visit maximum)
PPO-Sinnissippi	20% (25 visits / year)		
Other			
Home Health	20%	\$0	20%
Skilled Nursing	20%	\$0	20%
Hospice	20% (6 mo. maximum)	20% (4 mo. maximum)	20% (4 mo. maximum)
Transplant Services	20%	Subject to hospital copayment	50%
Oral Surgery	20%	20%	20%
Durable Medical Equip.	20%	20%	50%
Dental	Not covered	Any licensed dental care provider reimbursement up to \$200 total per year - per family	
Eye	Not covered	For exam and/or prescription eye glasses reimbursement up to \$150 total per year - per family	

Notes: 1) Copayment benefits are based upon usual and customary amounts.

2) If employee should utilize an out-of-network facility or provider the covered employee will not be penalized upon re-entering an in-network facility.

For Board Meeting of  
January 25, 1999

**Agenda Item I-1**

**DONATION**

Frantz Manufacturing (Bearing Division) has donated a Rockford Tool Room Lathe for Sauk's Machine Tool Program.

**RECOMMENDATION:** Board approval to accept this donation with a letter of appreciation to be sent to Mr. John Beach, Maintenance Supervisor, Frantz Manufacturing Bearing Division, Sterling, IL.

**SAUK VALLEY COMMUNITY COLLEGE  
INSTRUCTIONAL SERVICES**

**MEMORANDUM**

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**DATE:** January 12, 1999

**TO:** Dr. Richard Behrendt

**FROM:** Dr. Phil Gover 

**RE:** Donation

Jerry Frana has notified my office that Frantz Manufacturing, Bearing Division, would like to donate a Rockford Tool Room Lathe for the Machine Tool program here at SVCC. I recommend that the Board accept this donation and send a letter of acceptance to:

Mr. John Beach  
Maintenance Supervisor  
Frantz Manufacturing/ Bearing Division  
3201 West LeFevre Road  
Sterling, IL 61081

js

copy Jerry Frana

For Board Meeting of  
January 25, 1999

Agenda Item I-2

### CHANGE IN BOARD MEETING DATE

Due to the ACCT and AACC Community College National Legislative Seminar being held the last week of February, the administration is requesting the February Board meeting date be changed to March 1, 1999.

RECOMMENDATION: Appropriate action.

RELEASE AND SETTLEMENT AGREEMENT

This Release and Settlement Agreement ("Agreement") is made this \_\_\_\_ day of January, 1999, by and between Janice L. Woodhouse ("Woodhouse") of Oregon, Illinois, and Sauk Valley Community College, an Illinois community college, Dixon, Illinois ("College").

WITNESSETH:

WHEREAS, Woodhouse was formerly a part time administrator at the College; and

WHEREAS, Woodhouse's contract of employment with the College as a part time administrator was not renewed in March, 1998, and her employment ended in June, 1998; and

WHEREAS, a dispute has arisen between Woodhouse and the College concerning Woodhouse's employment rights with College; and

WHEREAS, Woodhouse has filed a charge of discrimination with the Illinois Department of Human Rights, charge number 1999 CA0565, ("State Charge") claiming that she was nonrenewed in her job position with College because of alleged discrimination due to her age; and

WHEREAS, Woodhouse has filed a charge of discrimination with the Equal Employment Opportunity Commission, case number 21 B 98 3346, ("Federal Charge") claiming discrimination based on age in the circumstances preceding and surrounding the termination of her employment by College; and

WHEREAS, Woodhouse asserts that she has a retaliatory discharge cause of action against the College; and

WHEREAS, Woodhouse claims to be entitled to compensation for vacation days not taken; and

WHEREAS, Woodhouse seeks back pay, vacation pay, front pay, liquidated damages, reasonable attorneys fees, possible reinstatement and costs; and

WHEREAS, College insists that it acted properly and within the dictates of law in all matters relating to the nonrenewal of Woodhouse's employment, and has denied and continues to deny any liability for and any participation in any alleged discrimination claimed by Woodhouse, and has denied that the nonrenewal of Woodhouse as an employee was in retaliation for any act; and

WHEREAS, College has disputed Woodhouse's claim to vacation pay and any claims she had earned vacation that had not been taken at the time of her nonrenewal; and

WHEREAS, Woodhouse desires to address the Board in appropriate context about matters involving College employees she believes should be of concern to the College, and wants the Board to extend its limitation on time permitted to address it so that she may make an adequate presentation; and

WHEREAS, all parties acknowledge that under no circumstances shall this Agreement be construed as an admission of liability under any local, state or federal law; and

WHEREAS, Woodhouse and College have, in good faith, agreed to avoid the expense and time of litigation proceedings, to resolve all of their differences by making this Agreement and by carrying out the terms of this Agreement, and the parties each acknowledge that this Agreement and its performance adequately resolves all of the differences between the parties.

NOW, THEREFORE, in consideration of their mutual promises and upon the terms set forth in this Agreement, Woodhouse and College agree that:

1. Seven days after her execution of this Agreement, Woodhouse shall cause the dismissal and withdrawal of the State Charge and the Federal Charge. Woodhouse shall take all

steps necessary to effect such dismissal and withdrawal. College shall reasonably cooperate with Woodhouse in effecting such dismissal and withdrawal. Woodhouse shall hold College wholly and totally harmless from all costs, damages and expense of any kind or nature it may incur should either the State Charge or the Federal Charge or both not be dismissed.

2. Upon withdrawal and dismissal as required by Paragraph 1 hereof, Woodhouse shall refrain from instituting, prosecuting, filing or processing of any litigation or claims or charges against the College or any of its officers, agents or employees in the Illinois Human Rights Department, the EEOC or in State or Federal Court, or in any other forum in any way related to or rising out of the claims asserted in the State Charge or Federal Charge, or any other claims, charges or causes of action against College or its officers, agents or employees arising out of any alleged instances of employment discrimination prior to the date of this Agreement. Woodhouse shall hold the College wholly and totally harmless from any cost, expense or damage of any kind or nature it may incur as a result of breach of this paragraph..

3. Woodhouse hereby releases the College, its Board, officers, employees and agents from any liability of any nature based upon the alleged tort of retaliatory discharge or any other tort arising out of any acts of the College or Woodhouse prior to July 1, 1998. This is intended to be a full, complete and general release of any claim of tort by the College against Woodhouse prior to the date hereof.

4. Woodhouse accepts the sums provided hereinbelow as full and final settlement and payment of all claim and entitlement of vacation pay payable to and applicable to Woodhouse by virtue of law or College policy.

5. Woodhouse for herself, her heirs, executors, administrators, successors and assigns, hereby totally releases and discharges the College, its Board, officers and agents, together with any and all persons, firms, corporations, affiliates or subsidiaries, who allegedly are or who may be liable for any and all claims, demands, judgments and expenses, for any causes of action or any claim under the Age Discrimination in Employment Act of 1967, as amended, which may exist now and up to the day of the execution of this Agreement, arising out

of or in any connection with for alleged age or employment discrimination or other claims or loss resulting directly or indirectly from Woodhouse's former employment with College including but not limited to any and all claims made to the Illinois Department of Human Rights and to the Equal Employment Opportunity Commission.

6. In consideration for Woodhouse's promises, releases and representations herein, after seven days from when Woodhouse shall have executed this agreement, the College shall:

(a) Pay Woodhouse (through her counsel), the sum of \$3,500.00 with legal deductions taken therefrom in settlement of Woodhouse's disputed claim for vacation pay. [The parties agree that no portion of the payment shall be allocated for damages for discrimination, retaliatory discharge, or attorneys fees.]

(b) Waive and totally release any claim for attorneys fees or costs against Woodhouse that it might have as a result of the charges or claims made;

(c) Permit Woodhouse, in her own person, but accompanied by her attorney, if she chooses, to address an appropriate closed session of a regular meeting of the Board of Trustees of College on matters related to concerns about college policy and specific employees, and waive the ten minute limitation on presentation, and shall permit Woodhouse at least thirty minutes to address the Board.

(d) Assure that at least two-thirds of the elected members of the Board of Trustees shall be present for the presentation described in Paragraph 6 (c).

7. The presentation described in Paragraph 6 (c) shall be on January 25, 1999, provided the requisite number of trustees is in attendance. If the requisite number is not present, the Board shall make suitable arrangement for Woodhouse to attend subsequent regular meetings until the requisite number is present, and she has the opportunity to be heard.

8. The disposition, resolution and the terms of this settlement of all claims and charges shall remain confidential between the parties, and shall not be disclosed except to the extent that either party is legally obligated to disclose any of the terms and conditions of the Agreement. This Agreement may be used as evidence in any subsequent proceeding in which either of the parties alleges a breach of this Agreement.

9. To comply with the Older Workers Benefit Protection Act of 1990, this Agreement and Woodhouse's personal attorney, below named, have advised Woodhouse of the legal requirements of the Act, and fully incorporate the legal requirements by reference into this Agreement as follows:

(a) Woodhouse understands the terms and conditions of this Settlement Agreement and Release;

(b) Woodhouse has been advised of her right to consult an attorney to review this Agreement, and she represents that she has had the benefit of counsel, Clayton Lindsey, attorney at law, of Oregon, Illinois, throughout this proceeding and the settlement process;

(c) Woodhouse does not waive any rights or claims that may arise after the date the document is executed;

(d) Woodhouse is receiving consideration beyond anything of value to which she is already entitled;

(e) Woodhouse has been given a reasonable period of time to consider this Settlement Agreement;

10. This Agreement constitutes and contains the entire agreement and understanding between the parties. The parties each declare that each has carefully read this Agreement, that each has reviewed its terms with legal counsel, that each agrees to it for the purpose of making a full and final adjustment and resolution of the matters contained herein.

11. It is expressly understood and agreed that this Agreement and Release is in full settlement and satisfaction of disputed claims; and any injury or damages and the legal liability therefore disputed and denied, the payment of the settlement sum and other consideration given in this Agreement is not to be construed as an admission of liability by the College by which liability expressly denied.

IN WITNESS WHEREOF, the parties have each signed this Full and Final Release of all Claims and Settlement Agreement on this \_\_\_\_ day of January, 1999.

CAUTION: MS. WOODHOUSE: READ THIS BEFORE SIGNING. THIS IS A RELEASE OF ALL OF YOUR RIGHTS. READ THE PARAGRAPH BELOW BEFORE SIGNING.

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Janice L. Woodhouse

NOTE: JANICE L. WOODHOUSE IS HEREBY ADVISED OF HER RIGHT TO RESCIND AND NULLIFY THIS RELEASE AND SETTLEMENT AGREEMENT, WHICH RIGHT MUST BE EXERCISED, IF AT ALL, WITHIN SEVEN DAYS OF THE DATE OF JANICE L. WOODHOUSE'S SIGNATURE HEREON. JANICE L. WOODHOUSE MUST REVOKE THE RELEASE BY LETTER TO COLLEGE WITHIN SEVEN DAYS. NO CONSIDERATION SHALL BE CONVEYED UNTIL SUCH TIME PERIOD HAS EXPIRED, AND NO WAIVER OF TIME LIMITS OR INVITATION TO APPROPRIATE SESSION OF THE COLLEGE BOARD SHALL OCCUR UNTIL AFTER SUCH TIME PERIOD HAS EXPIRED.

SAUK VALLEY COMMUNITY COLLEGE,  
DISTRICT 506, Dixon, Illinois

By \_\_\_\_\_  
Richard L. Behrendt, President

## AFFIDAVIT

STATE OF ILLINOIS )  
 ) SS  
COUNTY OF OGLE )

On this \_\_\_\_ day of January, 1999, Janice L. Woodhouse appeared before me personally, and acknowledged her signature on the foregoing instrument as her free, knowing and voluntary act.

CERTIFICATE OF COUNSEL FOR JANICE L. WOODHOUSE

Clayton L. Lindsey, Oregon, Illinois, Attorney at Law in the State of Illinois acknowledges that he is counsel to Janice L. Woodhouse in the matters described in this Agreement and Release and has represented Janice L. Woodhouse throughout this proceeding, and has advised her regarding her rights under this Agreement.

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Clayton L. Lindsey

Resolution of the Board of Trustees of Sauk Valley Community College

Whereas, Janice Woodhouse, (Woodhouse) previously a College administrator, has filed a charge with the Illinois Department of Human Rights and with the EEOC, (collectively "charges") claiming her non-renewal of employment was because of her age; and has also separately asserted that she was not properly compensated for unused vacation, and claims that her non renewal of employment was otherwise improper; and

Whereas, the College denies that it has violated the law or discriminated against Woodhouse; and

Whereas, the College has determined that under one interpretation of its vacation policy applicable to Woodhouse, some additional vacation pay would be due to Woodhouse, and the Board desires to be fully compliant with its vacation policy; and

Whereas, the Board has met with Woodhouse in closed session on matters relating to the pending litigation; and

Whereas, in the interests of the welfare of the College, Woodhouse desires to and promises to withdraw and dismiss the charges without any financial compensation therefor, and to terminate any claims of violation of law, and the College is willing to permit her to do so; and

Whereas, it is appropriate for Woodhouse and the College to enter into an agreement to effect the withdrawals of the charges, *et al*:

Now Therefore, the President is directed to enter into an appropriate agreement mutually releasing Woodhouse and the College.

**BOND INVESTMENTS**

Liability, Protection & Settlement District Columbia	4.60	06-01-99	49,768.83
Liability, Protection & Settlement Federal Farm Credit Bank	4.20	11-03-99	454,899.87
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 BONDS			\$5,011,183.07

TOTAL INVESTMENTS	<u>\$10,511,183.07</u>
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SAUK VALLEY COMMUNITY COLLEGE  
APPROVED BY

Delores A. Johnson  
PRESIDENT

Yvonne J. Orr  
SECRETARY

DATE 1-25-99

SAUK VALLEY COMMUNITY COLLEGE  
 BOARD OF TRUSTEES - TREASURER'S REPORT  
 January 25, 1999

CHECKING ACCOUNTS

			INTEREST	
<u>INTEREST BEARING ACCOUNTS</u>	<u>FINANCIAL INSTITUTION</u>	<u>RATE</u>		<u>AMOUNT</u>
General Account	Sterling Federal, Sterling	3.86		\$817,841.44
Bookstore Account	Sterling Federal, Sterling	3.91		24,007.60
Illinois Public Treasurers	Mercantile Bank,			
Investment Pool	Springfield	4.77		<u>1,192,151.23</u>
<b>SUBTOTAL INTEREST BEARING CHECKING ACCOUNTS</b>				<b>2,034,000.27</b>
 <u>NON-INT. BEARING ACCOUNTS</u>				
Restricted	Sterling Federal, Sterling			258,668.61
Insurance Account	Sterling Federal, Sterling			0.00
<b>SUBTOTAL NON-INTEREST BEARING CHECKING ACCOUNTS</b>				<b>258,668.61</b>
 <u>MONEY MARKET</u>				
ABN-AMRO Investment Services, Inc.		4.44		<u>498,632.15</u>
<b>SUBTOTAL MONEY MARKET FUNDS</b>				<b>498,632.15</b>
 <b>TOTAL CHECKING ACCOUNTS</b>				<b><u>\$2,791,301.03</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	5.15	12-09-99	\$ 400,000.00
Operations & Maintenance	First National Bank, Amboy	5.97	10-13-99	100,000.00
Protection, Health & Safety	Union Bank, Tampico	5.02	06-03-99	400,000.00
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
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	5.75	02-19-99	<u>1,000,000.00</u>
<b>SUBTOTAL INVESTMENTS</b>				<b><u>\$ 5,500,000.00</u></b>

SAUK VALLEY COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
January 25, 1999

<u>SUMMARY OF BILLS PAYABLE</u>	<u>AMOUNT</u>
Pages 1-38 General Operating Funds	\$518,125.03
Pages 39-42 Restricted Fund	225,611.64
Pages 43 Bookstore	<u>39,732.08</u>
<b>TOTAL</b>	<b><u>\$783,468.75</u></b>

SAUK VALLEY COMMUNITY COLLEGE  
APPROVED BY

Richard B. Wharey  
**PRESIDENT**

Marie L. Lewis  
**SECRETARY**

DATE 1-25-99

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

Sauk Valley Community College  
Check Register  
From 12/18/98 To 12/18/98

RUN DATE: 01/19/99  
TIME: 11:32 AM  
PAGE: 2

CHECK NUMBER	DATE	NUMBER	PAYEE/VENDOR NAME	---- INVOICE NUMBER ---->		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
				VENDOR'S	INTERNAL					
G0016461	12/18/98	355667437	Derrer, Ryan G.		S0003718	01		230000		150.00
G0016462	12/18/98	EQULIF	Equitable Life Assurance	12/31/98 P/R	I0021306	01		212020		132.00
G0016463	12/18/98	FARNEW	Farmers New World Life Insuran	12/31/98 P/R	I0021307	01		212040		25.00
G0016464	12/18/98	FEDLIF	Federal Life Insurance Company	12/31/98 P/R	I0021308	01		212050		20.00
G0016465	12/18/98	352708101	Foster, DaJuan T.		S0003717	01		230000		500.00
G0016466	12/18/98	FRALIF	Franklin Life Insurance Compan	12/31/98 P/R	I0021309	01		212060		1,253.34
G0016467	12/18/98	345766106	Gaumer, Courtney J.		S0003714	01		230000		521.00
G0016468	12/18/98	HORMAN	Horace Mann Insurance Company	12/31/98 P/R	I0021310	01		212080		25.00
G0016469	12/18/98	ILLDEP	Illinois Department of Revenue	12/31/98 P/R	I0021320	01		210200		7,679.67
G0016470	12/18/98	ILLMUT	Illinois Mutual	12/31/98 P/R	I0021318	01		211550		27.26
G0016471	12/18/98	INTREV	Internal Revenue Service	12/31/98 P/R	I0021329	01		210900		124.41
G0016472	12/18/98	KAGJOE	Joel A. Kagann, Circuit Court	12/31/98 P/R	I0021328	01		210900		130.00
G0016473	12/18/98	MEYLYD	Lydia S. Meyer, Trustee	12/31/98 P/R	I0021330	01		210900		125.00
G0016474	12/18/98	MAISTA	Main Stay Funds	12/31/98 P/R	I0021311	01		212170		75.00
G0016475	12/18/98	MINCHI	Minnesota Child Support Paymen	12/31/98 P/R	I0021331	01		210900		268.80
G0016476	12/18/98	323802282	Moehling, Timothy A.		S0003716	01		230000		250.00

REPORT : ARCHKR  
FISCAL YEAR 1999

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

Sauk Valley Community College  
Check Register  
From 12/18/98 To 12/18/98

RUN DATE: 01/19/99  
TIME: 11:32 AM  
PAGE: 3

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		<--- INVOICE NUMBER --->		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NAME	VENDOR'S	INTERNAL						
G0016477	12/18/98	NORLIF	Northern Life Insurance Compan	12/31/98 P/R	I0021312	01		212120		85.00
G0016478	12/18/98	PUTRET	Putnam Retirement Plan Service	12/31/98 P/R	I0021313	01		212030		500.00
G0016479	12/18/98	398868388	Reaves, Jerry W.		S0003715	01		230000		397.50
G0016480	12/18/98	SELEMP	Select Employees Credit Union	12/31/98A P/R	I0021324	01		210700		23,422.89
G0016481	12/18/98	STAUNI	State Universities Retirement	12/31/98 P/R	I0021325	01		210500		22,287.32
G0016482	12/18/98	SAUFAC	SVCC Faculty Association	12/31/98 P/R	I0021323	01		210800		1,402.80
G0016483	12/18/98	SAUFOU	SVCC Foundation	12/31/98 P/R	I0021322	01		211600		5.00
G0016484	12/18/98	TIACRE	TIAA/CREF	12/31/98 P/R	I0021314	01		212150		8,139.47
G0016485	12/18/98	TRUMAR	Trademark Insurance	12/31/98 P/R	I0021319	01		211500		795.08
G0016486	12/18/98	UNIWAY1	United Way of Dixon	12/31/98 P/R	I0021327	01		211100		77.98
G0016487	12/18/98	UNIWAY	United Way of Sterling-Rock Fa	12/31/98 P/R	I0021326	01		211100		60.84
G0016488	12/18/98	VANGU	Vanguard Fiduciary Trust Compa	12/31/98 P/R	I0021316	01		212190		500.00
G0016489	12/18/98	VALIC	Variable Annuity Life Insurance	12/31/98 P/R	I0021315	01		212200		360.00
G0016490	12/18/98	WADREE	Waddell & Reed, Inc	12/31/98 P/R	I0021317	01		212160		175.00

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

Sauk Valley Community College  
Check Register  
From 12/22/98 To 01/25/99

RUN DATE: 01/19/99  
TIME: 11:23 AM  
PAGE: 4

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

Check Register  
From 12/22/98 To 01/25/99

TIME 11:23 AM  
PAGE 5

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
			VENDOR'S	INTERNAL					
G0016503	12/23/98	339541358 Anderson, Kevin	1/5/99 GAME	10021420	050600	460201	530900	6050	15.00
G0016504	12/23/98	339541358 Anderson, Kevin	1/2/99 GAME	10021429	050600	460201	530900	6050	15.00
G0016505	12/23/98	ACAP Association of College Adminis	1/30-2/4 CONF	10021362	01	511000	550100	8010	295.00
G0016506	12/23/98	ATT AT & T	11-22-98	10021346	02	545000	570500	7060	1.73
G0016507	12/23/98	205329509 Behrendt, Richard	DEC 98 ROTARY	10021412	01	211000	520920	8010	16.50
G0016508	12/23/98	329725520 Bielema, Adam W.		50003727	01		230000		300.00
G0016509	12/23/98	331469307 Blackburn, Jan	1/5/99 GAME	10021421	050600	460201	530900	6050	15.00
G0016510	12/23/98	331469307 Blackburn, Jan	1/2/99 GAME	10021430	050600	460201	530900	6050	15.00
G0016511	12/23/98	374744025 Breed, Nancy J.	TRVL THRU 12/22	10021439	01	511000	550100	8010	107.25
G0016512	12/23/98	360588539 Breen, David A.	FRUIT SALES	10021396	101140	461414	590900	6090	293.60
					101241	461461	590900	6090	109.50
							INVOICE TOTAL		403.10
G0016513	12/23/98	339540690 Castelein, Karen J	NOV-DEC TRAV	10021367	01	341000	550100	2080	63.70
G0016514	12/23/98	CGHMED CGH Medical Center	359469135	10021206	050600	460301	540120	6050	100.00
G0016515	12/23/98	354580496 Collin, Teresa		50003730	01		230000		300.00
G0016516	12/23/98	CONMAN Consolidated Management Co	FOD 105 F98	10021342	01	342200	540120	1020	350.00
			FOD 101 F 98	10021343	01	342200	540120	1020	639.36
							CHECK TOTAL		989.36

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

Sauk Valley Community College  
Check Register  
From 12/22/98 To 01/25/99

RUN DATE: 01/19/99  
TIME: 11:23 AM  
PAGE: 6

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	INVOICE NUMBER VENDOR'S	INTERNAL	FUND	ORGN	ACCT	PROG	CHECK AMOUNT
G0016517	12/23/98	483908003	Cox, Terry J.	12/17/98	I0021426	050600	460204	550900	6050	37.56
G0016518	12/23/98		Crest Foods	REFUND-KETTLEY	I0021303	01		130310		5.00
G0016519	12/23/98	331469729	Cunningham, Pamela S	CLIN TRAVEL	I0021366	01	352200	550100	1040	118.63
G0016520	12/23/98	346488543	Damhoff, Russ K.	DEC GAMES	I0021440	050600	460201	550900	6050	461.58
G0016521	12/23/98		DeSoto House Hotel	NCMPR CONF	I0021374	01	212100	550100	8030	174.40
G0016522	12/23/98	228628750	Devan, Curtis	TRVL THRU 11/9/	I0021395	01	530010	550100	8040	52.58
G0016523	12/23/98	DIXARE	Dixon Area Chamber of Commerce	99 DUES	I0021368	050130	345400	540600	4090	85.00
G0016524	12/23/98	DIXPUB	Dixon Public Schools	LAB FEES F 98	I0021402	01	343700	560100	4010	45.00
G0016525	12/23/98	339662389	Dohse, Patricia	TRVL 12/4/98	I0021333	01	211000	550900	8010	11.01
G0016526	12/23/98	FEDEXP	Federal Express Corp	4-730-42669	I0021432	01	513000	540430	8060	17.50
G0016527	12/23/98	361669263	Field, Robert	TRVL 12/10/98	I0021337	01	362100	550100	2010	7.00
G0016528	12/23/98	324469922	Forren, Rebba	DEC BB GAMES	I0021360	050600	460201	530900	6050	65.00
G0016529	12/23/98	354748943	Fulkerson, Jada A.		50003723	01		230000		960.96
G0016530	12/23/98	319344604	Gericke, Thomas H.	DEC TRAVEL	I0021435	050130	345400	550100	4090	22.10
G0016531	12/23/98	355283068	Halgren, Betty	12/10-11 TRAVEL	I0021364	01	363200	550100	2020	171.95
G0016532	12/23/98	340520861	Hansen, Steve	REF 1/5/99	I0021427	050600	460201	530900	6050	65.00

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	<-- INVOICE NUMBER -->		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
				VENOR'S	INTERNAL					
G0016533	12/23/98	349701686	Hose, Jeri A.	TRAV ADVANCE	I0021416 01	050600 110000	460600 110000	550900 550100	6050 8050	16.80 50.40
										INVOICE TOTAL 67.20
G0016534	12/23/98		Hotel Pere Marquette	1/15/98	I0021419 01	050600 110000	460600 110000	550900 550100	6050 8050	21.25 63.75
										INVOICE TOTAL 85.00
G0016535	12/23/98	344568221	Hudson, Cynthia		S0003728 01					276.00
G0016536	12/23/98	374066898	Hudson, Shelley L.		S0003729 01					437.00
G0016537	12/23/98	ICCSA	ICCSA	DUES	I0021358	050600	460500	540900	6050	75.00
G0016538	12/23/98	325522953	Johannsen, Rick	1/5/99 GAME	I0021423	050600	460201	530900	6050	15.00
G0016539	12/23/98	325522953	Johannsen, Rick	1/2/99 GAME	I0021433	050600	460201	530900	6050	15.00
G0016540	12/23/98	356762559	Johnson, Jeremiah P.	HP SERVER	I0021363 01		369000	530200	8080	450.00
G0016541	12/23/98	359545703	Keener, Kara K.		S0003731 01					300.00
G0016542	12/23/98	326440053	Kerber, Joan E.		I0021334 02		545000	570500	7060	5.40
G0016543	12/23/98	319248953	Kiele, Beverly M.	NOV-DEC CLINICA	I0021365 01		352500	550100	1040	341.90
G0016544	12/23/98	329421352	King, Don	1/2/99 GAME	I0021434	050600	460201	530900	6050	65.00
G0016545	12/23/98	331281232	Lagow, Larry	9/25-12/99 TRAVE	I0021373 01		212100	550100	8030	76.34
G0016546	12/23/98	344647592	Lasek, Tony	REF 1/5/99 GAME	I0021428 050600		460201	530900	6050	65.00

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

Sauk Valley Community College  
Check Register  
From 12/22/98 To 01/25/99

RUN DATE: 01/19/99  
TIME: 11:23 AM  
PAGE: 8

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		--- INVOICE NUMBER --->		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NAME	VENDOR'S	INTERNAL						
G0016547	12/23/98	LEAINN	League for Innovation in the C		10021344	01	361000	540600	2080	20.00
G0016548	12/23/98	354487012	Leseman, Jolene K.	12/4-11/98	10021415	050600	460303	550900	6050	121.65
				DEC GAMES REIMB	10021417	050600	460301	550900	6050	341.45
									CHECK TOTAL	463.10
G0016549	12/23/98	344748505	Love, Jessica R.		50003724	01		230000		480.00
G0016550	12/23/98	339449344	Lucas, Deborah A.	SUPPLY REIMB	10021370	01	322100	540120	1010	65.84
G0016551	12/23/98	339522919	Lynch, Janet I.	TRVL 12/11/98	10021398	01	352200	550100	1040	55.00
G0016552	12/23/98	385962425	McLain, Bethany	SIGN F 98	10021341	01	343800	530200	4040	240.00
G0016553	12/23/98	MENAR	Menards	59484; 59036	10021359	050600	460204	540120	6050	149.96
G0016554	12/23/98	MONCOM	Montmorency Community Consolid	LAB FEES F98	10021400	01	343700	560100	4010	115.00
G0016555	12/23/98	MORHTG	Morrison High School	LAB FEES F 98	10021403	01	343700	560100	4010	55.00
G0016556	12/23/98	353409309	Nesti, Jr, Ned	WESTERN ART	10021386	01		130903		390.00
G0016557	12/23/98	344569937	Olmsted, Brian T	OCT-DEC TRAVEL	10021372	01	212100	550100	8030	88.12
G0016558	12/23/98	350689237	Petrakis, Nicholas P		50003725	01		230000		1,260.48
G0016559	12/23/98	354425235	Pfeifer, Alan	TRVL 8/12/98	10021397	01	363100	550100	2040	141.00
G0016560	12/23/98	PLEXUS	Plexus Corporation	F11837	10021399	01	345100	540120	4020	718.70

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	<-- INVOICE NUMBER -->		FUND	ORGN	ACCT	PROG	CHECK AMOUNT	
			VENDOR'S	INTERNAL						
G0016561	12/23/98	324544435 Poci, Shirley	SUPPLIES	12/10	10021345	01	352400	540110	1040	32.12
G0016562	12/23/98	356464950 Rayford, Gene	1/2/99	GAME	10021436	050600	460201	530900	6050	65.00
G0016563	12/23/98	398868388 Reaves, Jerry W.			50003721	01		230000		40.00
G0016564	12/23/98	337708077 Regalado, Anthony	TRVL	12/10/98	10021338	01	362100	550100	2010	7.00
G0016565	12/23/98	505820248 Reighter, Patrice L.	TRVL	12/4/98	10021339	01	211000	550900	8010	9.94
G0016566	12/23/98	323800331 Riva, Adam M.			50003722	01		230000		250.00
G0016567	12/23/98	353784005 Saaijenga, Tina M.			50003732	01		230000		644.00
G0016568	12/23/98	341763468 Schmall, Brent	TRVL	12/10/98	10021335	01	362100	550100	2010	7.00
G0016569	12/23/98	SCHBOO Scholastic Book Club			10021384	01		130903		726.00
G0016570	12/23/98	333303600 Seeley, Cecil R.	TRVL	12/10/98	10021336	01	362100	550100	2010	7.00
G0016571	12/23/98	398402869 Seguin, Michael	12/16/98	TRAVEL	10021371	01	321000	550100	2080	118.50
G0016572	12/23/98	SHEOIL Shell Oil Company		1223187	10021414	050800	415000	540150	6050	71.16
G0016573	12/23/98	321485091 Smith, William	1/2/99	GAME	10021437	050600	460201	530900	6050	65.00
G0016574	12/23/98	359745267 Stahl, Melanie M.			50003735	01		230000		414.00
G0016575	12/23/98	353782758 Straw, Nicholas M.	1/5/99	GAME	10021428	050600	460201	530900	6050	10.00
G0016576	12/23/98	353782750 Straw, Nicholas M.	1/2/99	GAME	10021431	050600	460201	530900	6050	10.00

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

Sauk Valley Community College  
Check Register  
From 12/22/98 To 01/25/99

RUN DATE: 01/19/99  
TIME: 11:23 AM  
PAGE: 10

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
			NAME	VENDOR'S	INTERNAL					
G0016577	12/23/98		Swarthout, Rhonda	LOAN DUE 5/7/99	I0021357	051400		130905		150.00
G0016578	12/23/98		The Treasure Map	AD-BOOSTER	I0021356	101010	461401	590900	6090	75.00
G0016579	12/23/98	TRUCLU	The Trumpet Club	34127881	I0021424	01		130903		226.55
G0016580	12/23/98	349840262	Tompkins, Keenan D.		50003733	01		230000		375.00
G0016581	12/23/98		Troll Book Club	4455873	I0021388	01		130903		175.95
G0016582	12/23/98	USPOS	US Postmaster	BUS REPLY FEES	I0021418	01	513000	540430	8060	290.00
G0016583	12/23/98	347700362	Wancket, Angela B.	XHP 705 ZM F98	I0021340	01	343800	530200	4040	202.50
G0016584	12/23/98	339449956	Wardell, Leah	TRVL 12/4/98	I0021332	01	211000	550900	8010	22.24
G0016585	12/23/98	WEIWAT	Weight Watchers	1 STUDENT	I0021361	01 01 02	512010 512010 512020	440110 440230 440110	8020 8020 7090	40.94 53.00 5.06
									INVOICE TOTAL	99.00
G0016586	12/23/98	322789973	Wilson, Angela A		50003734	01		230000		552.00
G0016587	12/23/98	348507099	Zahnle, Scott	REF 1/5/99 GAME	I0021425	050600	460201	530900	6050	65.00
G0016588	12/23/98		Cox, Ernie	ST/LN 5/7/99	I0021442	051400		130905		1,475.00
G0016589	12/23/98	USPOS	US Postmaster	00243 IMPRINT	I0020931	01	513000	540430	8060	85.00
G0016590	12/23/98	USPOS	US Postmaster	DEC 98	I0021067	01	513000	540430	8060	3,000.00

FISCAL YEAR 1999  
BANK: 1 Sterling Federal Bank & Co. (cont.)

Check Register  
From 12/22/98 To 01/25/99

11:23 AM  
PAGE: 11

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER NAME		INVOICE NUMBER VENDOR'S INTERNAL		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NUMBER	NAME	12/31	PAYROLL					
G0016591	01/05/99	STAUNT	State Universities Retirement	12/31	PAYROLL	10021443	01	210500		1,523.01
G0016592	01/05/99	ILLDEP	Illinois Department of Revenue	12/31	PAYROLL	10021444	01	210200		492.79
G0016593	01/06/99	338700683	Richardson, April L.	ST LOAN 1/6/99		10021445	051400	130905		300.00
G0016594	01/08/99	324727514	Monnier, Jason A.	ST LOAN 1/6/99		10021535	051400	130905		300.00
G0016595	01/08/99	PROBEN	Professional Benefit Administr	12-21-98		10021537	051000	520300	540830	6090
							051000	520300	540840	6090
							051000	520300	540850	6090
							051000	520300	540870	6090
							051000	520300	540890	6090
										TNVOICE TOTAL
										10,620.81
<i>Void Checks</i>										
G0016597	01/13/99	326608575	Adams, Charles E.			50003823	01	230000		1,259.52
G0016598	01/13/99	336566943	Alford, Carol J.			50003821	01	230000		1,259.52
G0016599	01/13/99	330806266	Alford, Virginia A			50003822	01	230000		605.52
G0016600	01/13/99	AMEEXP1	American Express Financial Adv	1/15/99 P/R		10021547	01	212010		255.00
G0016601	01/13/99	446944308	Bailey, Shawn C.			50003820	01	230000		1,259.52
G0016602	01/13/99	327809388	Baker, Daniel M.			50003743	01	230000		669.00
G0016603	01/13/99	324722348	Beard, Brenda K			50003742	01	230000		8.00
G0016604	01/13/99	358788820	Bell, Billie J.			50003816	01	230000		590.52
G0016605	01/13/99	352722213	Berkeley, Donald J.			50003813	01	230000		1,439.04

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

Sauk Valley Community College  
Check Register  
From 12/22/98 To 01/26/99

RUN DATE: 01/19/99  
TIME: 11:23 AM  
PAGE: 12

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
			VENDOR'S	INTERNAL					
G0016606	01/13/99	361780844 Blaine, Jessica S.	S0003740	01		230000			500.00
G0016607	01/13/99	325780733 Blumhoff, Jodi E.	S0003739	01		230000			720.00
			S0003808	01		230000			720.00
							CHECK TOTAL		1,440.00
G0016608	01/13/99	357783609 Boostrom, Matthew C	S0003812	01		230000			122.24
G0016609	01/13/99	328804052 Borell, Michael J.	S0003738	01		230000			630.72
G0016610	01/13/99	335646515 Brandon, Laurence J	S0003811	01		230000			1,680.00
G0016611	01/13/99	CAPGUA Capital Guardian Trust Company	1/15/99 P/R	I0021548	01		212180		375.00
G0016612	01/13/99	341741623 Castillo, Braulio B	S0003825	01		230000			598.00
G0016613	01/13/99	341686449 Catton, Sarah L.	S0003810	01		230000			1,259.52
G0016614	01/13/99	342665454 Clav. Kristina L.	S0003809	01		230000			1,680.00
G0016615	01/13/99	619019052 Cochran, Beth A.	S0003807	01		230000			533.21
G0016616	01/13/99	320689836 Cozadd, Shane A	S0003737	01		230000			1,260.48
			S0003806	01		230000			609.74
							CHECK TOTAL		1,870.22
G0016617	01/13/99	527932520 Crofts, Heather R	S0003805	01		230000			664.56

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

Check Register  
From 12/22/98 To 01/25/99

TUE 11:23 AM  
PAGE: 13

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	VENDOR'S NUMBER	INVOICE NUMBER INTERNAL	FUND	ORGN	ACCT	PROG	CHECK AMOUNT
G0016618	01/13/99	339645474	Cunningham, Holly A.		S0003804	01		230000		181.48
G0016619	01/13/99	359468992	Deets, Linda S.		S0003803	01		230000		1,259.52
G0016620	01/13/99	337626590	Dennison, Tina M.		S0003802	01		230000		1,259.52
G0016621	01/13/99	319782704	DePuy, Monique L.		S0003801	01		230000		255.00
G0016622	01/13/99	358660571	DeWaele, Virginia K		S0003800	01		230000		1,919.04
G0016623	01/13/99	339662389	Dohse, Patricia		S0003799	01		230000		1,680.00
G0016624	01/13/99	572553284	Dunbar-Harts, Yassminda B.		S0003798	01		230000		692.52
G0016625	01/13/99	347781439	Early, Shawn R		S0003797	01		230000		1,259.52
G0016626	01/13/99	357760762	Eganhouse, Trisha A		S0003796	01		230000		1,259.52
G0016627	01/13/99	349725161	Eizenga, Matthew R		S0003795	01		230000		559.52
G0016628	01/13/99	EQUILIF	Equitable Life Assurance	1/15/99 P/R	I0021549	01		212020		132.00
G0016629	01/13/99	357722556	Ewald, Jade C		S0003794	01		230000		1,259.52
G0016630	01/13/99	FARNEW	Farmers New World Life Insuran	1/15/99 P/R	I0021550	01		212040		25.00
G0016631	01/13/99	FEDLIF	Federal Life Insurance Company	1/15/99 P/R	I0021551	01		212050		20.00
G0016632	01/13/99	352708101	Foster, DaJuan T.		S0003793	01		230000		1,259.52
G0016633	01/13/99	336805643	Franklin, Victoria A		S0003792	01		230000		1,259.52

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

Sauk Valley Community College  
Check Register  
From 12/22/98 To 01/25/99

RUN DATE: 01/19/99  
TIME: 11:23 AM  
PAGE: 14

CHECK NUMBER	DATE	NUMBER	PAYEE/VENDOR NAME	INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
				VENDOR'S	INTERNAL					
G0016634	01/13/99	FRALIF	Franklin Life Insurance Compan	1/15/99 P/R	10021552	01		212060		803.34
G0016635	01/13/99	354748943	Fulkerson, Jada A.		S0003791	01		230000		305.04
G0016636	01/13/99	330722423	Fullmer, Tara L.		S0003746	01		230000		756.00
G0016637	01/13/99	322744734	Gallentine, William W		S0003745	01		230000		751.00
G0016638	01/13/99	345766106	Gaumer, Courtney J.		S0003749	01		230000		521.00
G0016639	01/13/99	322766925	Gear, Carrie M.		S0003741	01		230000		62.50
G0016640	01/13/99	320749307	Goetsch, Donna R.		S0003790	01		230000		1,680.00
G0016641	01/13/99	360683876	Gutierrez, Cristina A.		S0003789	01		230000		575.00
G0016642	01/13/99	348724166	Hadaaway, Jennifer L.		S0003788	01		230000		1,007.52
G0016643	01/13/99	357461010	Halley, Catherine D		S0003787	01		230000		2,219.52
G0016644	01/13/99	356789537	Harmon, Angela K.		S0003786	01		230000		1,440.00
G0016645	01/13/99	339541863	Hatten, Laura J.		S0003785	01		230000		1,259.52
G0016646	01/13/99	340764899	Helm, Angela L.		S0003784	01		230000		1,259.52
G0016647	01/13/99	352665498	Heppler, Dawn A		S0003783	01		230000		1,680.00
G0016648	01/13/99	619244463	Hoffman, Amber M		S0003782	01		230000		1,259.52
G0016649	01/13/99	HORMAN	Horace Mann Insurance Company	1/15/99 P/R	10021553	01		212080		25.00

FISCAL YEAR 1999  
BANK: 1 Sterling Federal Bank- Ge (cont.)Chec Register  
From 12/22/98 To 01/25/99TUE 11:23 AM  
PAGE: 15

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	INVOICE NUMBER			FUND	ORGN	ACCT	PROG	CHECK AMOUNT
			VENDOR'S NAME	INTERNAL						
G0016650	01/13/99	357466973 Hunter, Michael A		S0003781	01			230000		1,680.00
G0016651	01/13/99	332808279 Huyett, Timothy R.		S0003780	01			230000		656.64
G0016652	01/13/99	368664791 Hvarre, Bonnie M.		S0003779	01			230000		1,259.52
G0016653	01/13/99	ILLDEP Illinois Department of Revenue	1/15/99 P/R	10021565	01			210200		7,529.84
G0016654	01/13/99	ILLMUT Illinois Mutual	1/15/99 P/R	10021563	01			211550		27.26
G0016655	01/13/99	334707809 Imel, Jennifer L.		S0003778	01			230000		496.09
G0016656	01/13/99	KAGJOE Joe A. Kagann, Circuit Court	1/15/99 P/R	10021572	01			210900		130.00
G0016657	01/13/99	352546924 Johnson, Mariah M.		S0003776	01			230000		539.52
G0016658	01/13/99	320721782 Karlovic, William J.		S0003777	01			230000		49.63
G0016659	01/13/99	332642430 Kepler, Robert E.		S0003736	01			230000		291.00
G0016660	01/13/99	334626824 Ketchen, Cynthia L.		S0003814	01			230000		1,680.00
G0016661	01/13/99	358665603 Lawson, Jeremy L.		S0003773	01			230000		468.52
G0016662	01/13/99	320624572 Lightner, Sandra M.		S0003772	01			230000		935.86
G0016663	01/13/99	344748505 Love, Jessica R.		S0003771	01			230000		480.00
G0016664	01/13/99	MEYLYD Lydia S Meyer, Trustee	1/15/99 P/R	10021573	01			210900		125.00
G0016665	01/13/99	MAISTA Main Stay Funds	1/15/99 P/R	10021556	01			212170		75.00

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

Sauk Valley Community College  
Check Register  
From 12/22/98 To 01/25/99

RUN DATE: 01/19/99  
TIME: 11:23 AM  
PAGE: 16

CHECK NUMBER	DATE	NUMBER	PAYEE/VENDOR NAME	INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
				VENDOR'S	INTERNAL					
G0016666	01/13/99	361622223	Maves, Melody A.		S0003770	01		230000		1,680.00
G0016667	01/13/99	342786550	McCordle, Michelle M.		S0003769	01		230000		1,259.52
G0016668	01/13/99	MINCHI	Minnesota Child Support Paymen	1/15/99 P/R	I0021574	01		210900		268.80
G0016669	01/13/99	324727514	Monnier, Jason A.		S0003768	01		230000		1,214.40
G0016670	01/13/99	NORLIF	Northern Life Insurance Compan	1/15/99 P/R	I0021557	01		212120		85.00
G0016671	01/13/99	356762984	Olsen, Kenda M		S0003767	01		230000		1,440.00
G0016672	01/13/99	360446117	Pearson, Betty		S0003763	01		230000		1,152.00
G0016673	01/13/99	350689237	Petrakis, Nicholas P.		S0003762	01		230000		1,259.52
G0016674	01/13/99	PROBEN	Professional Benefit Administr	1/15/99 P/R	I0021554	01		210610		333.66
G0016675	01/13/99	PUTRET	Putnam Retirement Plan Service	1/15/99 P/R	I0021558	01		212030		500.00
G0016676	01/13/99	396841070	Roath, Lynda K		S0003766	01		230000		1,259.52
G0016677	01/13/99	349607438	Roth, Janet L.		S0003748	01		230000		250.00
					S0003764	01		230000		755.52
					S0003765	01		230000		1,259.52
							CHECK TOTAL			2,265.04
G0016678	01/13/99	353784005	Saaijenga, Tina M.		S0003760	01		230000		10.00
					S0003761	01		230000		692.52
							CHECK TOTAL			702.52

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	<--- INVOICE NUMBER --->		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
				VENDOR'S	INTERNAL					
G0016679	01/13/99	SELEMP	Select Employees Credit Union	1/15/99 P/R	I0021568	01		210700		23,337.22
G0016680	01/13/99	344442050	Shawver, Lynnette R.		S0003759	01		230000		1,259.52
G0016681	01/13/99	345385694	Smith, Jeffry S.		S0003758	01		230000		1,259.52
G0016682	01/13/99	361727587	Stahler, Allison R.		S0003757	01		230000		256.70
G0016683	01/13/99	STAUNI	State Universities Retirement	1/15/99 P/R	I0021569	01		210500		24,895.49
G0016684	01/13/99	339524175	Steder, Carol A.		S0003756	01		230000		1,680.00
G0016685	01/13/99	SAUFAC	SVCC Faculty Association	1/15/99 P/R	I0021566	01		210800		1,373.70
G0016686	01/13/99	SAUFOU	SVCC Foundation	1/15/99 P/R	I0021567	01		211600		10.00
G0016687	01/13/99	327806084	TerBush, Jessica M		S0003755	01		230000		698.53
G0016688	01/13/99	360743901	Thompson, Michele L.		S0003754	01		230000		1,259.52
G0016689	01/13/99	TIACRE	TIAA/CREF	1/15/99 P/R	I0021559	01		212150		6,407.47
G0016690	01/13/99	349840262	Tompkins, Keenan O.		S0003753	01		230000		627.52
G0016691	01/13/99	361823513	Trujillo, Martha M.		S0003752	01		230000		387.00
G0016692	01/13/99	TRUMAR	Trustmark Insurance	1/15/99 P/R	I0021564	01		211500		795.09
G0016693	01/13/99	UNIWAY1	United Way of Dixon	1/15/99 P/R	I0021571	01		211100		77.98
G0016694	01/13/99	UNIWAY	United Way of Sterling-Rock Fo	1/15/99 P/R	I0021570	01		211100		60.84

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

Sauk Valley Community College  
Check Register  
From 12/22/98 To 01/25/99

RUN DATE: 01/19/99  
TIME: 11:23 AM  
PAGE: 18

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
				VENDOR'S	INTERNAL					
G0016695	01/13/99	VANGU	Vanguard Fiduciary Trust Compa	1/15/99 P/R	I0021561	01		212190		500.00
G0016696	01/13/99	VALIC	Variable Annuity Life Insurance	1/15/99 P/R	I0021560	01		212200		360.00
G0016697	01/13/99	WADREE	Waddell & Reed, Inc	1/15/99 P/R	I0021562	01		212160		175.00
G0016698	01/13/99	318801297	Wescott, Seth A.		S0003744	01		230000		909.00
G0016699	01/13/99	318769656	Winters, Veronica S.		S0003751	01		230000		502.96
G0016700	01/13/99	342720666	Wolf, Danielle M.		S0003750	01		230000		811.78
G0016701	01/13/99	328800464	Wright, Julie A.		S0003815	01		230000		1,680.00
Used 16701										
G0016703	01/15/99	AMEDEM	American Demographics	HANDBOOK	I0021600	01	214000	540110	8070	139.40
G0016704	01/15/99	AMEEXP	American Express	12/30/98	I0021601	01	211000	550900	8010	106.36
G0016705	01/15/99	AMODIL	Amoco Oil Company	12/23/98	I0021611	050800	415000	540150	6050	31.98
G0016706	01/15/99	361380524	Anderson, Judy	TUIT 2CRHR SF98	I0021594	01	362100	520720	2010	230.00
G0016707	01/15/99	339541358	Anderson, Kevin	GAME WRKR 1/21	I0021634	050600	460201	530900	6050	15.00
G0016708	01/15/99	ANDBOL	Andrew Bollman Photography	244	I0021658	01	212100	540700	8030	163.50
G0016709	01/15/99	ATT	AT & T	4474 001 12/22	I0021610	02	545000	570500	7060	3.97
				7392237489	I0021623	02	545000	570500	7060	1,084.39
								CHECK TOTAL		1,088.36

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

Check Register  
From 12/22/98 To 01/25/99

TR 11:23 AM  
PAGE: 17

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	INVOICE NUMBER VENDOR'S INTERNAL	FUND	ORGN	ACCT	PROG	CHECK AMOUNT
G0016710	01/15/99	ATTCRE	AT&T Credit Corporation	JAN INSTALLMENT I0021625	01 01	513000 513000	560300 560400	8060 8060	2,776.85 368.36
INVOICE TOTAL									
G0016711	01/15/99	324747688	Behrens, Patricia M.	50003827	01		230000		488.48
INVOICE TOTAL									
G0016712	01/15/99	BERBEA	Berry Bearing	BEARINGS I0021669	02	541000	540140	7010	60.69
G0016713	01/15/99	331469307	Blackburn, Jan	GM WRKR 1/21 I0021636	050600	460201	530900	6050	15.00
G0016714	01/15/99	341465092	Broderick, Melva J.	ST LOAN 1/15/99 I0021586	051400		130905		150.00
G0016715	01/15/99	345345801	Clevenger, Walter	TRAVEL 1/12 I0021642	01	361000	550100	2080	10.30
G0016716	01/15/99	359605964	Collins, Rae L.	ST LOAN 1/15/99 I0021587	051400		130905		300.00
G0016717	01/15/99	334621204	Dillow, Debra	ANTIQUE SHOW 99 I0021667	101010 101010	461401 461401	490000 590900	6090 6090	100.00 50.00
INVOICE TOTAL									
G0016718	01/15/99		DPSD Foundation	STUPOR BOWL I0021608	01	212100	540700	8030	100.00
G0016719	01/15/99	324509115	Diane, Paula	I0021671	050500	414000	540190	6030	103.46
G0016720	01/15/99	345385894	Drew, Gary	SUPPLIES I0021644 I0021672	050800 050800	415000 415000	540150 540150	6050 6050	4.25 275.80
CHECK TOTAL									
G0016721	01/15/99	349689651	Francque, Michelle	ST LOAN 1/15/99 I0021583	051400		130905		300.00

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

Sauk Valley Community College  
Check Register  
From 12/22/98 To 01/25/99

RUN DATE: 01/19/99  
TIME: 11:23 AM  
PAGE: 20

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NAME	VENDOR'S	INTERNAL						
G0016722	01/15/99	099667413 Funston, Terry L.		10021590	01	513000	550400	8060		724.67
G0016723	01/15/99	GALRIV	Gallatin River Communications	058128 12/19/98	10021609	12	514000	530400	8060	89.32
				061747 12/98	10021626	02	545000	570500	7060	5,212.87
									CHECK TOTAL	5,302.19
G0016724	01/15/99	354340409 Gover, Phil		TRVL THRU 1-4-	10021603	01	311000	550100	8010	20.60
G0016725	01/15/99	GTEWIR	GTE Wireless	12-19-98	10021591	02	545000	570500	7060	57.48
G0016726	01/15/99	325523464 Hawkins, Robert M		1/21/99 REF	10021580	050600	460301	530900	6050	65.00
G0016727	01/15/99	319682788 Hollerud, Randy		1/21/99 GAME	10021674	050600	460201	530900	6050	65.00
G0016728	01/15/99	468545470 Hemuth, Mel		1/21/99 REF	10021579	050600	460301	530900	6050	65.00
G0016729	01/15/99	318522386 Hoyle, Christine			10021575	01	323200	540120	1010	79.63
G0016730	01/15/99	ICCHE	ICCHE	CONF TOM G	10021598	01	341000	550100	2080	100.00
G0016731	01/15/99	DEPREH	Illinois Department of Rehabil	REFUND F98	10021602	01			130378	588.00
G0016732	01/15/99	JIMCOL	Jim Coleman, Ltd		10021620	01	352100	540120	1040	16.98
G0016733	01/15/99	325522953 Johannsen, Rick		GM WRKR 1/21	10021638	050600	460201	530900	6050	15.00
G0016734	01/15/99	357440163 Johnson, Gary W.		REFEREE 1/26	10021663	050600	460301	530900	6050	65.00
G0016735	01/15/99	334704128 Johnson, Karl		REFEREE 1/26	10021659	050600	460301	530900	6050	65.00

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

Check Register  
From 12/22/98 To 01/25/99

T 11:23 AM  
PAGE: 21

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	<--- INVOICE NUMBER --->		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
			VENDOR'S	INTERNAL					
G0016736	01/15/99	341348515 Johnson, Rosemary	TRVL 1/5/99	I0021595	01	352200	550100	1040	70.88
G0016737	01/15/99	326440053 Kerber, Joan E.	PHONE 11/98	I0021629	02	545000	570500	7060	12.00
			CELL PHONE	I0021632	02	545000	570500	7060	14.26
								CHECK TOTAL	26.26
G0016738	01/15/99	359468988 Kidder, Mary L.	TUIT REIM 9 HRS	I0021622	01	332300	520720	1020	1,035.00
G0016739	01/15/99	344647592 Lasek, Tony	1/21/99 GAME	I0021673	050600	460201	530900	6050	65.00
G0016740	01/15/99	392500967 Lawrence, Marcy	INT MICRO 11/10	I0021605	01	345300	530200	4020	450.00
			MS ACCESS TRNG	I0021624	01	345300	530200	4020	1,260.00
								CHECK TOTAL	1,710.00
G0016741	01/15/99	483708240 Lawson, Mark	REFEREE 1/30	I0021661	050600	460301	530900	6050	65.00
G0016742	01/15/99	354487012 Leseman, Jolene K	1/21/99 GAME	I0021581	050600	460301	530900	6050	60.00
			GAS	I0021612	050800	415000	540150	6050	26.03
			GAME WRKRS 1/12	I0021615	050600	460301	530900	6050	30.00
			GAME WRKRS 1/14	I0021616	050600	460301	530900	6050	30.00
			GM WRKR 1/28	I0021652	050600	460301	530900	6050	20.00
			GAME WRKRS 1/26	I0021656	050600	460301	530900	6050	60.00
			GM WRKRS 1/30	I0021657	050600	460301	530900	6050	60.00
			TRAVEL 12/98	I0021664	050600	460301	550900	6050	279.80
			TRAVEL 1/99	I0021665	050600	460301	550900	6050	355.57

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

Sauk Valley Community College  
Check Register  
From 12/22/98 To 01/25/99

RUN DATE: 01/19/99  
TIME: 11:23 AM  
PAGE: 32

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	INVOICE NUMBER VENDOR'S INTERNAL	FUND	ORGN	ACCT	PROG	CHECK AMOUNT	
G0016742	01/15/99	354487012	Leseman, Jolene K.	TRAVEL IOWA CTY 10021666	050600	460303	550900	6050	242.25	
								CHECK TOTAL	1,163.65	
G0016743	01/15/99	LPNAI	Licensed Practical Nurse Assoc	REVIEW	10021618	01	352400	530200	1040	50.00
G0016744	01/15/99	711032739	Marlier, Ronald		10021592	01	430100	550100	3040	95.00
G0016745	01/15/99	480600459	Meyer, Gary	REFEREE 1/30	10021662	050600	460301	530900	6050	65.00
G0016746	01/15/99	322745595	Meyer, Kent	TUIT 3 CRHR F98	10021593	01	363100	520720	2040	345.00
G0016747	01/15/99	346748868	Morgan, Jennifer L.	ST LOAN 1/15/99	10021584	051400		130905		300.00
G0016748	01/15/99	NASPA	NASPA	CONFERENCE	10021578	050600	460500	540900	6050	195.00
G0016749	01/15/99	NACDA	National Association of Colleg	002640	10021649	050600	460401	540600	6050	50.00
G0016750	01/15/99		Network Solutions, Inc.	3735723	10021614	01	361000	540120	2080	35.00
G0016751	01/15/99	322744071	Peterson, David A	MOVING EXP	10021668	01	513000	550400	8060	64.45
G0016752	01/15/99	354425235	Pfeifer, Alan	TRAVEL 1/12	10021640	01	363100	550100	2040	7.00
G0016753	01/15/99	PHI THE	PHI THETA KAPPA Society	MEMBERSHIP 1/15	10021577	101140	461414	590900	6090	490.00
G0016754	01/15/99	POLCOR	Polaroid Corporation	INFRARED BATTERY	10021613	02	541000	540140	7010	5.60
G0016755	01/15/99	QUACIT	Quad-City Times	07046509	10021582	050600	460201	540600	6050	127.40
G0016756	01/15/99	ROCFAL	Rock Falls Chamber of Commerce	DINNER 2/1	10021619	050130	345400	550100	4090	22.00

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

Sauk Valley Community College  
Check Register  
From 12/22/98 To 01/25/99

TIME 11:23 AM  
PAGE 23

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	<--- INVOICE NUMBER --->		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
				VENDOR'S	INTERNAL					
G0016757	01/15/99	357408100	Seagren, Catherine	TUIT 3 CRHR F98 I0021604				01	520100	520720 8020 273.00
				TRAVEL				I0021607	01	520100 550100 8020 10.40
										CHECK TOTAL 283.40
G0016758	01/15/99	348506270	Shelley, Chris	TUIT 6CRHR F98 I0021660				01	363100	520720 2040 576.00
G0016759	01/15/99	345563027	Smith, Brad W.	TUIT 3 CRHR F98 I0021599				01	335100	520720 1010 345.00
G0016760	01/15/99	339524175	Steder, Carol A.	ST LOAN 1/15/99 I0021585				051400	130905	300.00
G0016761	01/15/99	353782758	Straw, Nicholas M	GM WRKR 1/21 I0021637				050600	460201 530900 6050	10.00
G0016762	01/15/99	SUMGRO	Summit Group	SEMINAR 1/12/99 I0021596				01	345100	530200 4020 245.00
G0016763	01/15/99	SAUBOO	SVCC Bookstore	1/15/99 INTRERF I0021606				01	130906	50,000.00
G0016764	01/15/99		Thorson Guides	BOOK I0021617				01	361000	540600 2080 28.95
G0016765	01/15/99		Toastmasters	FALL 98 WORKSHO I0021597				01	343600	530200 4040 75.00
G0016766	01/15/99	UNICOL	Universal Color Slide Co	I0021654				01	130903	1,641.35
G0016767	01/15/99	VIDCOM	Video Communications	SAFETY PACKET I0021576				12	544000	540190 7040 157.94
G0016768	01/15/99	WALCHA	Walnut Chamber of Commerce	DUES 1999 I0021621				050130	345400	540600 4090 25.00
G0016769	01/15/99	470746597	Weeber, Mike	1/21/99 REF I0021676				050600	460201 530900 6050	65.00
G0016770	01/15/99	WESTILL	Western Illinois University	MAPPA CONF I0021588				02	546000	550100 7080 75.00

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

Sauk Valley Community College  
Check Register  
From 12/22/98 To 01/25/99

RUN DATE: 01/19/99  
TIME: 11:23 AM  
PAGE: 24

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	INVOICE NUMBER							
				VENDOR'S INTERNAL	FUND	ORGN	ACCT	PROG	CHECK	AMOUNT	
G0016771	01/15/99	460891959	Wilder, Annamaria	CHILD CARE REIM	I0021639	050500	414000	540190	6030	9.07	
G0016774	01/25/99	ACEHAR	Ace Hardware	00513084 12	I0021678	01		130903		34.55	
				00506372 11	I0021692	02	543000	540140	7030	3.87	
				00513093 12	I0021693	02	543000	540140	7030	49.17	
									CHECK TOTAL	87.59	
G0016775	01/25/99	AIRCON	Airtite Contractors Inc.	037633	I0021799	02	546000	580400	7080	1,865.00	
G0016776	01/25/99	AMMUL	AM Multigraphics	1644692	I0021465	050300	212200	530400	6090	499.45	
G0016777	01/25/99	AMBNEW	Amboy News	SUBSCRIPT 1/15/9	I0021679	01	212100	540600	8030	18.00	
G0016778	01/25/99	ASHGAZ	Ashton Gazette	12/98	I0021760	01	212100	540700	8030	24.40	
G0016779	01/25/99	ATTCRE	AT&T Credit Corporation	1/99	I0021795	13	512130	560300	8020	2,543.69	
						13	512130	560400	8020	395.96	
						01	513000	560300	8060	1,111.49	
						01	513000	560400	8060	173.08	
									INVOICE TOTAL	4,224.22	
G0016780	01/25/99	BALCOO	Baldwin Cooke Company	9744995	I0021681	01	331000	540110	2080	26.58	
G0016781	01/25/99	BAYVIE	Bay View Funding	982	I0021771	01	352200	540120	1040	250.00	
G0016782	01/25/99	BESWES	Best Western Brandywine Lodge	617329/617330	I0021710	01	411000	550100	8010	156.35	
				618373	I0021719	01	311000	550100	8010	124.45	
				31672	I0021737	050600	460500	550900	6050	53.41	
				617011	I0021782	01	511000	550100	8010	138.20	

FISCAL YEAR 1999  
BANK: 1 Sterling Federal Bank- Ge (cont.)Check Register  
From 12/22/98 To 01/25/99TUE 11:25 AM  
PAGE: 25

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER VENDOR'S		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NAME		INTERNAL						
G0016782	01/25/99	BESWES	Best Western Brandywine Lodge	194	I0021801	01	530010	550900	8040	1,944.00
							CHECK TOTAL			2,416.41
G0016783	01/25/99	BRARES	Brandywine Restaurant and Leon	235049	I0021462	050600	460600	540900	6050	133.90
G0016784	01/25/99	BURCOU	Bureau County Republican	238 12/98	I0021726	01	212100	540700	8030	63.20
G0016785	01/25/99	CARBIO	Carolina Biological Supply Co	DE 1303830	I0021517	01	335100	540120	1010	19.93
G0016786	01/25/99	CATENG	Caterpillar-Engine Protection	117313	I0021470	02	545000	570900	7060	412.41
G0016787	01/25/99	CENSCI	Central Scientific Company	8343-017-0	I0021718	01	335500	540120	1010	270.07
G0016788	01/25/99	COLENE	Columbia Energy Services	1/5/99	I0021798	02	545000	570100	7060	7,275.57
G0016789	01/25/99	COLPTP	Columbia Pipe & Supply Co	4456858	I0021468	03	548000	540140	7090	585.83
G0016790	01/25/99	COMEDI	Commonwealth Edison	13655 10/98	I0021447	02	545000	570300	7060	15,933.10
				13655 12-17-98	I0021543	02	545000	570300	7060	9,404.81
				8005 12/98	I0021755	02	545000	570300	7060	36.07
							CHECK TOTAL			25,373.98
G0016791	01/25/99	CONMED	Concept Media	31811	I0021449	01	352200	540420	1040	1,090.00
G0016792	01/25/99		Voided Check							
G0016793	01/25/99	CONMAN	Consolidated Management Co	93125	I0021454	01	352200	540120	1040	5.61
				93141	I0021455	01	351000	550100	1040	33.50

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

Rank Valley Community College  
Check Register  
From 12/28/98 To 01/25/99

RUN DATE: 01/19/99  
TIME: 11:23 AM  
PAGE: 24

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT	
			VENDOR'S	INTERNAL						
G0016793	01/25/99	COMMAN	Consolidated Management Co	93147	I0021456	01	351000	550100	1040	18.95
				93072	I0021461	050600	460701	540900	6050	168.99
				93149	I0021479	01	530010	550900	8040	92.75
				93144	I0021485	01	311000	550100	8010	106.00
				93122	I0021486	01	312000	550100	1090	122.70
				93146	I0021489	01	211000	550900	8010	76.85
				93145	I0021490	01	211000	550900	8010	49.50
				93143	I0021493	01		130903		400.00
				93137	I0021502	050600	460201	540120	6050	13.50
				93127	I0021507	01	411000	550100	8010	9.50
				93121	I0021508	01	411000	550100	8010	28.45
				93136	I0021512	050600	460500	540900	6050	7.76
				93135	I0021513	050600	460500	540900	6050	32.12
				93134	I0021514	050600	460500	540900	6050	15.00
				93126	I0021518	01	530010	550900	8040	15.00
				93139	I0021519	01	512010	550100	8020	29.70
				93110	I0021521	101010	461401	590900	6090	42.79
				93150	I0021533	01	110000	550100	8050	40.00
				93148	I0021773	01	342200	540120	1020	124.50
				93124	I0021803	01	419000	540190	3090	148.74
								CHECK TOTAL	1,581.91	
G0016794	01/25/99	COROFF	Corporate Office City	33300	I0021453	01	520100	540110	8020	45.00

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

Check Register  
From 12/22/98 To 01/25/99

TIME 11:23 AM  
PAGE 27

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		<--- INVOICE NUMBER --->		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NAME		VENDOR'S	INTERNAL					
G0016794	01/25/99	COROFF	Corporate Office City	32973	I0021523	01	332400	540120	1020	21.87
							CHECK TOTAL			66.87
G0016795	01/25/99	CREPRI	Creative Printing	7633	I0021488	01	212300	540110	2090	113.69
G0016796	01/25/99	CREELE	Crescent Electric Supply Co	013-314178-00	I0021503	02	541000	540140	7010	31.20
				013-314407-00	I0021700	02	541000	540140	7010	88.35
				013-315037-00	I0021704	02	541000	540140	7010	246.97
				013-314469-00	I0021756	02	541000	540140	7010	30.53
				013-314636-00	I0021757	02	541000	540140	7010	16.53
							CHECK TOTAL			413.58
G0016797	01/25/99	DCSPO	DC Sports	15244	I0021785	050600	460303	540120	6050	337.77
G0016798	01/25/99	DEKMET	DeKroft-Metz and Co, Inc	46230	I0021458	01	352200	540120	1040	56.25
G0016799	01/25/99	DESMOI	Des Moines Sanitary Supply	1069011-01	I0021694	02	542000	540140	7020	313.73
G0016800	01/25/99	DIAIMA	Diagnostic Imaging Inc	618304	I0021716	01	352500	530400	1040	570.00
G0016801	01/25/99	DURWAX	Dura Wax Company	215806	I0021698	02	542000	540140	7020	121.28
G0016802	01/25/99	EASTB	Eastbay	0982314	I0021740	050600	460201	540120	6050	302.50
				0982310	I0021741	050600	460201	540120	6050	117.00
							CHECK TOTAL			419.50

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

Sauk Valley Community College  
Check Register  
From 12/22/98 To 01/25/99

RUN DATE: 01/19/99  
TIME: 11:23 AM  
PAGE: 24

CHECK NUMBER	DATE	PAYEE/VENDOR		INVOICE NUMBER			FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NUMBER	NAME	VENDOR'S	INTERNAL						
G0016803	01/25/99	ECHO	Echo	12/98	I0021761	01	212100	540700	8030		24.00
G0016804	01/25/99	ECOLAB	ECOLAB	5829474	I0021705	02	541000	530400	7010		169.00
G0016805	01/25/99	ECOTRO	Economy Trophy Co	037329	I0021532	01			130903		42.00
G0016806	01/25/99	FLOWE	Flowers Etc	10084/10470	I0021779	01	211000	550900	8010		67.50
G0016807	01/25/99	FUREXC	Furr Excavating Inc	970822	I0021546	01			130903		1,922.80
G0016808	01/25/99	GLOCOM	Global Computer Supplies	38340810	I0021528	01	369000	540110	8080		44.88
G0016809	01/25/99	GRAIN	Grainger	937-853889-7	I0021730	03	548000	540440	7090		309.07
				937-853880-6	I0021731	03	548000	540440	7090		497.07
				937-848167-6	I0021763	02	541000	540140	7010		130.53
										CHECK TOTAL	936.67
G0016810	01/25/99	GRAELE	Graybar Electric Company Inc	121-529324	I0021496	01	363100	540120	2040		361.13
				121-530859	I0021497	01	363100	540120	2040		541.95
				121-532976	I0021728	01	361000	540120	2080		542.01
										CHECK TOTAL	1,445.09
G0016811	01/25/99	GRUTRU	Grummert's True Value	121402-0092	I0021522	02	541000	540140	7010		5.21
				080602	I0021701	02	541000	540140	7010		18.75
				102802-0059	I0021702	02	541000	540140	7010		35.99
										CHECK TOTAL	59.95

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

DATE, VENDOR, PAYEE, CASH, CREDIT  
Check Register  
From 12/22/98 To 01/25/99

TIM 11:23 AM  
PAGE: 27

CHECK NUMBER	DATE	PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NUMBER	NAME	VENDOR'S	INTERNAL					
G0016812	01/25/99	HAWMED	Hawkeye Medical Supply, Inc	462528	I0021772	01	352100	540120	1040	196.45
G0016813	01/25/99	HERMUS	Heritage Music Center Inc	3650	I0021524	01	322600	540120	1010	33.52
G0016814	01/25/99	HEWPAC	Hewlett-Packard	60V3L95	I0021498	01	363100	540420	2040	259.00
				68A3L09	I0021511	01	369000	530400	8080	39.10
									CHECK TOTAL	298.10
G0016815	01/25/99	HILELE	Hill's Electric Motor Service	F6031	I0021477	02	541000	540140	7010	315.63
				F6023	I0021478	02	541000	540140	7010	173.54
									CHECK TOTAL	489.17
G0016816	01/25/99	HONEY	Honeywell Inc	424PT759	I0021691	03	548000	540140	7090	230.90
				425PT194	I0021695	03	548000	540140	7090	7.94
				426PT237	I0021708	02	541000	540140	7010	134.40
				427PT205	I0021794	03	548000	540140	7090	63.60
				425PT957	I0021796	03	548000	540140	7090	1,248.70
									CHECK TOTAL	1,685.54
G0016817	01/25/99	ILLTRO	Illiini Trophy	1/4/99	I0021530	01	441100	540110	3020	4.00
				12/21	I0021677	050600	460500	540900	6050	15.00
				12-10-98	I0021685	050600	460600	540900	6050	24.20
									CHECK TOTAL	43.20

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

Sauk Valley Community College  
Check Register  
From 12/22/98 To 01/25/99

RUN DATE: 01/19/99  
TIME: 11:23 AM  
PAGE: 30

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	VENDOR'S INVOICE NUMBER	INTERNAL	FUND	ORGN	ACCT	PROG	CHECK AMOUNT
G0016818	01/25/99	JKLOC	J & K Locksmith	12/12	I0021504	12	544000	540190	7040	11.25
G0016819	01/25/99	JOSTE	Josten's Inc	547198	I0021526	01	418000	540190	3090	14.06
G0016820	01/25/99	KAHLO	Kahlon Inc	16845	I0021482	01	369000	540440	8080	263.00
G0016821	01/25/99	KIPWAS	Kiplinger Washington Letter	0015490048	I0021768	01	511000	540600	8010	76.00
G0016822	01/25/99	KLARAD	Klaus Radio Inc	26130	I0021495	01	363200	540410	2020	369.90
G0016823	01/25/99	LAKLAN	Lake Land College	ICCCA DIRECTORY	I0021492	01	211000	540110	8010	94.08
G0016824	01/25/99	LUNDG	Lundgren's Inc	338082	I0021750	01	212300	540110	2090	110.77
				338468	I0021751	01	212300	540110	2090	34.07
				227849	I0021802	050600	460701	540900	6050	42.48
									CHECK TOTAL	187.32
G0016825	01/25/99	MAIPRO	Maintenance Products, Inc	00256251	I0021758	02	541000	540140	7010	25.98
G0016826	01/25/99	MCMCAR	McMaster Carr Supply Company	7027596	I0021475	02	541000	540140	7010	55.10
				6855925	I0021476	02	541000	540140	7010	45.69
				7114668	I0021529	02	542000	540140	7020	42.40
									CHECK TOTAL	143.19
G0016827	01/25/99	MENAR	Menards	78177	I0021451	01	130903			1,065.71
				78108	I0021471	02	543000	540140	7030	322.14
				78094	I0021474	02	542000	540140	7020	110.42

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

Check register

IMAGE: 5/3

CHECK NUMBER	DATE	PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT	
		NUMBER	NAME	VENDOR'S	INTERNAL						
G0016827	01/25/99	MENAR	Menards	80748	10021527	02	545000	570500	7060	28.89	
				81234	10021689	02	543000	540140	7030	25.70	
				79235	10021690	02	543000	540140	7030	90.98	
				76346	10021753	050600	460204	540120	6050	7.86	
				81071	10021765	02	541000	540140	7010	61.14	
				81872	10021792	02	541000	540140	7010	44.66	
				81869	10021793	02	541000	540140	7010	118.44	
										CHECK TOTAL 1,875.94	
G0016828	01/25/99	Michigan Quarterly Review		FALL ISSUE	10021525	01	362100	540500	2010	7.00	
G0016829	01/25/99	MONIND	Monarch Industrial Inc	41651	10021452	01	513000	580520	8060	2,350.00	
G0016830	01/25/99	MONKON	Montgomery Kone Inc	830705	10021706	02	541000	530400	7010	607.59	
G0016831	01/25/99	MORSER	Morgan Services Inc.	45559	10021696	02	542000	530400	7020	116.25	
G0016832	01/25/99	MUEAUD	Mueller Audio Visual	10960	10021539	01	363200	540410	2020	705.00	
				10986	10021540	01	363200	540410	2020	1,810.00	
				11522	10021714	01	363200	540410	2020	230.00	
				11603	10021734	01	363200	530400	2020	24.50	
				11676	10021735	01	363200	530400	2020	58.75	
				11875	10021736	01	363200	530400	2020	15.00	
										CHECK TOTAL 2,843.25	

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

Sauk Valley Community College  
Check Register  
From 12/22/98 To 01/25/99

RUN DATE: 01/19/99  
TIME: 11:23 AM  
PAGE: 32

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER VENDOR'S		INTERNAL	FUND	ORGN	ACCT	PROG	CHECK AMOUNT
G0016833	01/25/99	MURASS	Murphy & Associates	1/99		I0021804	01	511000	520920	8010	781.37
G0016834	01/25/99	NAFPUB	NAFSA Publications	11980753		I0021770	01	441100	540110	3020	120.00
G0016835	01/25/99	NALCHE	Nalco Chemical Company	LN985		I0021762	02	541000	540140	7010	87.88
G0016836	01/25/99	NAPAUT	Napa Auto Parts	067431		I0021472	02	543000	540140	7030	50.52
G0016837	01/25/99	NATCOM	National Computer Systems, Inc	347032		I0021505	01	430100	540110	3040	14.72
G0016838	01/25/99	NICOR	Nicor Gas	1270 12/98		I0021687	02	545000	570100	7060	65.86
				1292 12/98		I0021699	02	545000	570100	7060	75.68
				1307 12/98		I0021707	02	545000	570100	7060	160.93
				6390 12/98		I0021711	02	545000	570100	7060	113.96
										CHECK TOTAL	416.43
G0016839	01/25/99	NILRC	NILRC	2595		I0021790	01	342100	540120	1010	1,332.80
G0016840	01/25/99	NOVAS	Novaspect	3762		I0021684	03	548000	540140	7090	491.00
G0016841	01/25/99	PACPUB	Pace Publications	514438-R6		I0021499	01	324200	540120	1020	219.00
G0016842	01/25/99	PAPDIR	Paper Direct Inc	319828430101		I0021688	01	343600	540700	4040	36.90
G0016843	01/25/99	PASSCI	Pasco Scientific	174182		I0021797	051500	335500	580610	1010	1,165.20
G0016844	01/25/99	PITBOW	Pitney Bowes	591341		I0021767	01	513000	540430	8060	410.00
G0016845	01/25/99	PLATEC	Platinum Technology Inc	MNT-012724		I0021448	01	369000	540420	8080	2,700.00

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

Check Register  
From 12/28/98 To 01/25/99

TIM 11:23 AM  
PAGE: 53

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT
				VENDOR'S	INTERNAL					
G0016846	01/25/99	PURUNI	Purdue University	99LKP00195	I0021715	01	361000	540120	2080	169.95
G0016847	01/25/99	QUILL	Quill Corporation	0813270	I0021686	02	546000	540110	7080	194.24
G0016848	01/25/99	RGRA	R-Graphics	0003120-IN	I0021682	050300	212200	540810	6090	464.28
G0016849	01/25/99		Rental Service Corporation	3337704-001	I0021752	02	541000	540140	7010	39.82
G0016850	01/25/99		Rock River Valley PFFA	1999 GUIDE	I0021745	01	212100	540700	8030	80.00
G0016851	01/25/99	SHCHR	S.H Christiansen, Inc	FINAL PYMNT	I0021789	03	512030	580400	8020	38,144.00
G0016852	01/25/99	SANSPO	Santo Sport Store	23549	I0021464	050600	460201	540120	6050	691.72
G0016853	01/25/99	SAUVALN	Sauk Valley Newspapers	1239 11/01	I0021459	101010	461401	590900	6090	245.28
				1239 11/24	I0021516	01	513000	550400	8060	28.80
				1239 11/23	I0021775	01	212100	540700	8030	248.00
				1239 11/16	I0021776	01	212100	540700	8030	490.00
				985 RENEWAL	I0021777	01	212100	540600	8030	110.25
				1239 11/22	I0021778	01	212100	540700	8030	116.80
				11	I0021780	01	110000	540700	8050	268.80
				1239 11/15	I0021781	01	212100	540700	8030	116.80
									CHECK TOTAL	1,624.73
G0016854	01/25/99	SBMBUS	SBM Business Equipment Center	260918	I0021457	01	314000	530400	1090	107.23
				261461	I0021480	01	511000	540110	8010	73.93
				261042	I0021491	01	430100	540110	3040	304.00

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

Sauk Valley Community College  
Check Register  
From 12/28/98 To 01/25/99

RUN DATE: 01/19/99  
TIME: 11:23 AM  
PAGE: 34

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT	
		NAME	VENDOR'S	INTERNAL							
G0016854	01/25/99	SBMBUS	SBM Business Equipment Center	260916	I0021506	01	441100	530400	3020	41.84	
				261079	I0021510	050600	460500	540900	6050	2.49	
				259549	I0021515	01	211000	540110	8010	24.41	
				260919	I0021520	01	520100	530400	8020	67.21	
				260917	I0021531	01	212300	540110	2090	27.50	
				262701	I0021742	050300	212200	540810	6090	118.96	
				3280	I0021743	01	332400	530400	1020	119.60	
				263567	I0021754	01	322600	540120	1010	2.49	
										CHECK TOTAL	889.66
G0016855	01/25/99	SENPOO	Sentry Pool & Chemical Supplies	188832	I0021703	02	541000	540140	7010	57.00	
G0016856	01/25/99	SHAPRE	Shawver Press Inc	270	I0021534	01	110000	540110	8050	12.00	
				00011079	I0021722	01	212100	540700	8030	175.00	
				00011496	I0021748	01		130903		82.00	
				00011493	I0021749	01		130903		227.00	
										CHECK TOTAL	496.00
G0016857	01/25/99	SIMPL	Simplex	82981384	I0021460	12	544000	530400	7040	336.00	
G0016858	01/25/99	SJOSON	Gjostrom & Sons, Inc	FINAL PYMNT	I0021788	03	512030	580400	8020	3,480.00	
G0016859	01/25/99	STASUP	State Supply Company	105937	I0021764	02	541000	540140	7010	296.85	
G0016860	01/25/99	STESEC	Stewart Security	36880	I0021446	12	544000	530900	7040	1,470.00	



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

Sauk Valley Community College  
Check Register  
From 12/28/98 To 01/25/99

RUN DATE: 01/19/99  
TIME: 11:23 AM  
PAGE: 34

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT	
				VENDOR'S	INTERNAL						
G0016867	01/25/99	UNICOM	Unique Computer	49480	S	10021683	01	369000	540110	8080	30.00
				49863		10021712	01	369000	540110	8080	84.90
				49864		10021713	01	369000	540110	8080	63.95
				49878		10021727	01	363100	540120	2040	15.00
				49568		10021729	050300	212200	540810	6090	405.00
							050300	212200	580510	6090	575.00
											INVOICE TOTAL
											980.00
				49874		10021732	01	363100	530400	2040	50.00
				49514		10021733	12	514000	580610	8060	409.84
							12	514000	540190	8060	41.16
											INVOICE TOTAL
											451.00
				49328		10021783	01	345400	540110	4090	264.00
							01	341000	530400	2080	264.00
											INVOICE TOTAL
											528.00
											CHECK TOTAL
											14,143.60
G0016868	01/25/99	UNISD	Unisource	145903		10021450	050300	212200	540810	6090	2,607.15
G0016869	01/25/99	UNIELE	United Electric	1426		10021494	01	363200	530400	2020	100.00
G0016870	01/25/99	UNTPAR	United Parcel Service	0000618479-019		10021709	01	513000	540430	8060	115.23
G0016871	01/25/99	UNICOL	Universal Color Slide Co	47832A		10021538	01	322100	540120	1010	348.69
G0016872	01/25/99	UNIFLO	University of Florida Research	CCRD DUES		10021749	01	511000	540600	8010	80.00
G0016873	01/25/99	USPOS	US Postmaster	30597876		10021800	01	513000	540430	8060	4,000.00

REPORT: 4RCHKR  
FISCAL YEAR 1999  
BANK: 1 Sterling Federal Bank- Ge (cont.)

Sauk Valley Community College  
Check Register  
From 12/28/98 To 01/25/99

RON D 01/17/77  
TIME 11:23 AM  
PAGE 37

CHECK NUMBER	DATE	NUMBER	PAYEE/VENDOR NAME	INVOICE NUMBER			FUND	ORGN	ACCT	PROG	CHECK AMOUNT
				VENDOR'S	INTERNAL						
G0016874	01/25/99	VONIND	Vonachen Industrial Supplies	084136	I0021473	02	542000	540140	7020		410.72
G0016875	01/25/99	WALLC	Wallcur, Inc	29811	I0021483	01	352400	540120	1040		68.83
G0016876	01/25/99	WALLEA	Walnut Leader	12/14 AD	I0021746	01	110000	540700	8050		64.35
G0016877	01/25/99	WAUCOM	Waubonsee Community College	5408	I0021786	01	521000	590300	9030		931.14
G0016878	01/25/99	WESPUB	West Publishing Company	28058177	I0021500	01	324200	540120	1020		62.10
G0016879	01/25/99	WILLOW	Wilkins-Lowe and Company	19734	I0021787	12	514000	560700	8060		5,906.00
G0016880	01/25/99	WLLT	WLLT	12/98	I0021724	01	212100	540700	8030		240.00
G0016881	01/25/99	WNRPUB	WNS Pub News-Sentinel/The Rev	282 12/98	I0021759	01	212100	540700	8030		45.20
G0016882	01/25/99	WOMBAS	Women's Basketball Coaches Ass	688	I0021463	050600	460301	540120	6050		75.00
G0016883	01/25/99	WSDAM	WSDR-AM	128 12/98	I0021721	01	212100	540700	8030		550.00
				12/98	I0021723	01	212100	540700	8030		500.00
										CHECK TOTAL	1,050.00
G0016884	01/25/99	WZOE	WZOE	29666	I0021720	01	212100	540700	8030		240.96
				FM 12/98	I0021725	01	212100	540700	8030		240.96
										CHECK TOTAL	481.92
G0016885	01/25/99	XEROX	Xerox Corporation	582773437 1/99	I0021464	050200	280200	560400	6090		140.13
						050200	362200				10.13
										INVOICE TOTAL	150.26

REPORT FARCHUR  
FISCAL YEAR 1999  
BANK: 1 Sterling Federal Banks Ge (cont.)

**Bank Valley Community College  
Check Register  
From 12/22/98 To 01/25/99**

RUN DATE: 01/19/99  
TIME: 11:23 AM  
PAGE: 30

CHECK NUMBER	DATE	PAYEE/VENDOR		INVOICE NUMBER		FUND	ORGN	ACCT	PROG	CHECK AMOUNT	
		NUMBER	NAME	VENDOR'S	INTERNAL						
G0016885	01/25/99	XEROX	Xerox Corporation	582773436	1/99	10021467	050200	280200		556.81	
							050200	362200	560400	6090	37.30
INVOICE TOTAL										594.11	
CHECK TOTAL										744.37	
BANK TOTAL										5181259	

REPORT : ARCHKR  
FISCAL YEAR 1999  
BANK: P Sterling Federal Bank- Re

Sauk Valley Community College  
Check Register  
From 12/22/98 To 01/25/99

TO: 11:23 AM  
PAGE: 39

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	INVOICE NUMBER VENDOR'S	INTERNAL	FUND	ORGN	ACCT	PROG	CHECK AMOUNT
Q0004001	12/23/98	APPCOM	Apple Computer Inc	174949A	10021137	062032	366000	580610	1030	0.00
				183983	10021250	062032	366000	580610	1030	0.00
				183983A	10021350	062032	366000	580610	1030	1,782.00
CHECK TOTAL										1,782.00
Q0004002	12/23/98	345386726	Armstrong, Carol	LEAD FACILITATO	10021377	062073	336300	530900	1020	200.00
Q0004003	12/23/98	BLAHAW	Black Hawk College	10287LC	10021354	062032	366000	570600	1030	2,750.00
Q0004004	12/23/98	CONMAN	Consolidated Management Co	93102	10021381	062022	417200	540120	3020	99.10
				93056; 93081	10021392	063011	451000	550900	3020	175.48
CHECK TOTAL										274.58
Q0004005	12/23/98	CORCOM	CORD Communications, Inc	84253-IN	10021411	063030	336500	540120	1030	775.09
Q0004006	12/23/98	360601700	Dalton, Belinda A	SUPPLY REIMB	10021389	063011	451000	540110	3020	89.39
Q0004007	12/23/98	495900209	Frederick, Lesley J	ST REIMB	10021406	062022	417200	540110	3020	148.60
Q0004008	12/23/98	349244872	Hall, Zollie W.	TRVL THRU 12/15	10021348	062073	336300	550100	1020	27.63
Q0004009	12/23/98	532807714	Hammack, Jim	F98 LEAD	10021351	062073	336300	530900	1020	200.00
Q0004010	12/23/98	35248789B	Hutchins, Diane	FALL 98 LEAD FA	10021385	062073	336300	530900	1020	200.00
Q0004011	12/23/98	KNART	Kmart	03105 121598	10021380	063030	336500	540120	1030	299.50

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

Sauk Valley Community College  
Check Register  
From 12/22/98 To 01/25/99

RUN DATE: 01/19/99  
TIME: 11:23 AM  
PAGE: 46

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER	NAME	INVOICE NUMBER		VENDOR'S INTERNAL	FUND	ORGN	ACCT	PROG	CHECK AMOUNT
Q0004012	12/23/98	387425717	Lipscomb, Lyle	FALL 98 LEAD FA	I0021378	062073	336300	530900	1020		200.00
Q0004013	12/23/98	322381877	Longfellow, Richard	FALL 98 LEAD FA	I0021379	062073	336300	530900	1020		200.00
Q0004014	12/23/98	480508581	Luker, Neal	F LEAD	I0021353	062073	336300	530900	1020		200.00
Q0004015	12/23/98	MORHIG	Morrison High School	FY99 -CLAIM 2	I0021438	063030	336500	590900	1030		1,047.76
Q0004016	12/23/98	PLUHOL	Plum Hollow Fitness & Recreati	13693	I0021387	062022	417200	550100	3020		101.44
Q0004017	12/23/98	ROCFAL1	Rock Falls High School	CLAIM 1-6 FY99	I0021408	063030	336500	590900	1030		1,384.56
Q0004018	12/23/98	SBMBUS	SBM Business Equipment Center	OCT 253687	I0021393	063011	451000	530400	3020		50.91
				NOV 257227	I0021394	063011	451000	530400	3020		57.16
										CHECK TOTAL	108.07
Q0004019	12/23/98		Sheraton Four Points Hotel	217036253	I0021391	063011	451000	550100	3020		513.00
Q0004020	12/23/98	325621479	Silvius, Candace S	FALL 98 LEAD FA	I0021382	062073	336300	530900	1020		200.00
Q0004021	12/23/98	SPRIN	SPRINT	12/5/98	I0021405	062050	347200	570500	4090		12.00
Q0004022	12/23/98	STAUNI	State Universities Retirement	12/23/98 P/R	I0021383	063020 063011 062050	336400 451000 347200	529990 529990 529990	1030 3020 4090		110.85 368.75 91.01
										INVOICE TOTAL	570.61
Q0004023	12/23/98	SUNTRA	Sunny Travel Center	0976668	I0021376	063011	451000	550100	3020		242.00
Q0004024	12/23/98	SAUEDU	SVCC Educational Fund	INT/FUND	I0021409	062140		250001			24,896.84

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER VENDOR'S		INTERNAL	FUND	ORGN	ACCT	PROG	CHECK AMOUNT
Q0004024	12/23/98	SAUEDU	SVCC Educational Fund	INT/FUND	I0021409	063011	250001				6,329.67
						063012	250001				11,281.55
						063014	250001				117,698.33
						063042	250001				2,512.00
						063044	250001				2,304.89
						063045	250001				885.20
						063071	250001				36,968.64
										INVOICE TOTAL	202,877.12
										CHECK TOTAL	202,877.12
Q0004025	12/23/98	THOHIG	Thomson High School	CLAIM 1 12/98	I0021355	063030	336500	590900	1030		3,427.47
Q0004026	12/23/98	UNICOM	Unique Computer	48601	I0021352	062022	417200	540110	1090		295.00
				49301 S	I0021404	062050	347200	540110	4090		322.78
				49303 S	I0021407	062050	347200	540110	4090		195.00
										CHECK TOTAL	812.78
Q0004027	12/23/98	357403375	Wardell, John	12/17/98 TRAVEL	I0021413	062071	336200	550100	1020		86.12
Q0004029	01/15/99	ADDWES	Addison Wesley Longman	13288-21	I0021651	063042	329400	540120	1060		57.66
Q0004030	01/15/99	AMECOL	American College Testing Progr	DISCOVER W/S	I0021627	062024	417100	550100	3020		50.00
Q0004031	01/15/99	AMERI	Ameritech	12/16/98	I0021589	062032	366000	570600	1030		284.57
Q0004032	01/15/99	BLAHAW	Black Hawk College	10287LC 1/15/99	I0021653	062032	366000	570600	1030		2,750.00
Q0004033	01/15/99	BOXWAR	Boxware, Inc	0817572-IN	I0021646	062032	366000	540420	1030		514.00
Q0004034	01/15/99	CARCON	Careers Conference '99	CONF 99	I0021647	062024	417100	550100	3020		285.00

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

Sauk Valley Community College  
Check Register  
From 12/22/98 To 01/25/99

RUN DATE: 01/19/99  
TIME: 11:23 AM  
PAGE: 42

CHECK NUMBER	DATE	PAYEE/VENDOR NUMBER		INVOICE NUMBER VENDOR'S		INTERNAL	FUND	ORGN	ACCT	PROG	CHECK AMOUNT
		NAME									
Q0004035	01/15/99	CONBOOE	Construction Book Express	120916-1		I0021641	063030	336500	540120	1030	515.30
Q0004036	01/15/99	CONPSY	Consulting Psychologists Press	228585		I0021648	063011	451000	540120	3020	50.85
Q0004037	01/15/99	GALRIV	Gallatin River Communications	12-16-98		I0021643	062050	347200	570500	4090	79.31
Q0004038	01/15/99	323285487	Hall, Doris	TRAVEL 1/5		I0021650	063020	336400	550100	1030	16.25
Q0004039	01/15/99	HEWPAC	Hewlett-Packard	68A3L17		I0021645	062032	366000	540420	1030	710.00
Q0004040	01/15/99	337604956	Hurd, Mary Ann	F98 FACILITATOR	I0021631	062073	336300	530900	1020		200.00
Q0004041	01/15/99	328367184	Mahar, Sandra L	F98 FACILITATOR	I0021628	062073	336300	530900	1020		200.00
Q0004042	01/15/99	342385802	Nelson, John D.	TRAVEL 12/98	I0021670	062050	347200	550100	4090		198.50
Q0004043	01/15/99		St Ambrose University	2/25 CONF	I0021675	063011	451000	550100	3020		60.00
Q0004044	01/15/99	STAUNI	State Universities Retirement	1/15/99 P/RA	I0021633	063020	336400	529990	1030		110.84
				P/R 1/15/99	I0021635	063011 062050	451000 347200	529990 529990	3020 4090		508.64 91.00
										INVOICE TOTAL	599.64
										CHECK TOTAL	710.48
Q0004045	01/15/99	341403888	Wilkin, Richard	F98 FACILITATOR	I0021630	062073	336300	530900	1020		200.00
										BANK TOTAL	===== 225,611.64

Dec 24, 1998  
9:36 pm

SVCC Bookstore  
Journal Detail Report  
(Report period: December 1, 1998 to December 31, 1998)

Page 43

Date	Jnl	Ref. No	Description / Accounts	Debits	Credits
12/01/98	C/D	CHK6560	RPS 549.01 Textbook Transportation 111.00 Cash in Bank	19.67	19.67
12/01/98	C/D	CHK6561	UNIQUE COMPUTER 590.00 Other Expenses 111.00 Cash in Bank	455.00	455.00
12/01/98	C/D	CHK6562	CORPORATE OFFICE CITY 590.00 Other Expenses 111.00 Cash in Bank	70.50	70.50
12/14/98	C/D	CHK6563	VOID 111.00 Cash in Bank	0.00	
12/14/98	C/D	CHK6564	PETTY CASH - BUY BACK 113.06 Petty Cash -Buy Back 111.00 Cash in Bank	25,000.00	25,000.00
12/14/98	C/D	CHK6565	IL DEPART REVENUE 235.00 Accrued Sales Tax Payable 111.00 Cash in Bank	382.00	382.00
12/14/98	C/D	CHK6566	PETTY CASH - BUY BACK 113.06 Petty Cash -Buy Back 111.00 Cash in Bank	5,000.00	5,000.00
12/17/98	C/D	CHK6567	PETTY CASH BUY BACK 113.06 Petty Cash -Buy Back 111.00 Cash in Bank	7,500.00	7,500.00
12/18/98	C/D	CHK6568	ESSEX COMPUTERS 548.22 Discount Computer Purchases 111.00 Cash in Bank	140.00	140.00
12/18/98	C/D	CHK6569	RPS 549.01 Textbook Transportation 111.00 Cash in Bank	108.23	108.23
12/22/98	C/D	CHK6570	RPS 549.01 Textbook Transportation 111.00 Cash in Bank	56.68	56.68
12/22/98	C/D	CHK6571	NEBRASKA BOOK 530.00 Contractual Services 111.00 Cash in Bank	1,000.00	1,000.00
			***** Report Total	39,732.08	39,732.08