

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

**Third Floor Board Room
Dixon, IL**

**December 17, 2012
7:00 p.m.**

- 1.0 Call to Order/Roll Call**
- 2.0 Consent Agenda**
 - 2.1 Approval of Agenda**
 - 2.2 Approval of Minutes, November 26, 2012**
 - 2.3 Treasurer's Report**
 - 2.4 Bills Payable**
 - 2.5 Payrolls**

November 30, 2012	\$269,314.18
December 12, 2012	\$266,044.20
 - 2.6 Budget Report**
- 3.0 Reports/Information**
 - 3.1 President's Report**
 - 3.2 Reports/Comments from Board Members**
 - 3.3 Communication from Visitors**
 - 3.4 Board Policy Review: 117.01 Board Orientation; and
117.02 Board Self-Evaluation**
- 4.0 Action Items**
 - 4.1 Designation of Financial Advisors**
 - 4.2 Bid Award – 2012 Safety Communications Project**
- 5.0 Closed Session – (Appointment, employment, compensation, discipline,
performance or dismissal of specific employees of the College; closed session
minutes consideration; pending litigation probable or imminent)**
- 6.0 Approval of Closed Session Minutes of November 26, 2012**
- 7.0 Adjournment**

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

December 17, 2012

The Board of Trustees of Sauk Valley Community College met in regular session at 7:00 p.m. on December 17, 2012 in the Board Room at Sauk Valley Community College, 173 Illinois Route #2, Dixon, Illinois.

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

William Simpson	Scott Stoller
Robert Thompson	Lisa Wiersema
Margaret Tyne	Andrew Bollman
Ed Andersen	Student Trustee Karrow

SVCC Staff: President George J. Mihel
Attorney Miller
Academic Vice President Alan Pfeifer
Business Manager Melissa Dye
Coordinator of Marketing and Public Relations Rachel Marco
Attorney Grenzenbach
Administrative Assistant Debra Dillow

Absent: None

Consent Agenda: It was moved by Member Thompson and seconded by Member Wiersema to approve the Consent Agenda. In a roll call vote, all voted aye. Student Trustee Karrow advisory vote: aye. Motion carried.

President's Report: Dr. Mihel presented Board Member Ed Andersen with a certificate of appreciation for his exceptional service and leadership as Board Chair.

Reports: *ICCTA Report:* Member Bollman provided an ICCTA update.

Foundation: None

Student Trustee Report: Student Trustee Karrow distributed information on upcoming events scheduled for the students sponsored by SGA and Student Activities and highlighted past events.

Board Policy Review: Board Policy Review: Dr. Mihel reviewed Board Policies 117.01 Board Orientation and will recommend changes and 117.02 Board Self-Evaluation and will not recommend any changes.

Designation of Financial Advisors: It was moved by Member Thompson and seconded by Member Simpson that the Board approve the resolution allowing participation of the College in the Illinois School District Liquid Asset Fund Plan administered through PMA Financial Networks, Inc. In a roll call vote, all voted aye. Student Trustee Karrow advisory vote: aye. Motion carried.

Bid Award – 2012 Safety Communications Project: It was moved by Member Andersen and seconded by Member Thompson that the Board approve the bid for the 2012 Safety Communications Project from Radio Ranch in the total amount of \$74,980 to be paid with Protection, Health and Safety funds. In a roll call vote, all voted aye. Student Trustee Karrow advisory vote: aye. Motion carried.

Closed Session: At 7:15 p.m. it was moved by Member Stoller and seconded by Member Thompson that the Board go into closed session for the purpose of appointment, employment, compensation, discipline, performance or dismissal of specific employees of the college; closed session minutes consideration; pending litigation probable or imminent. In a roll call vote, all voted aye. Student Trustee Karrow advisory vote: aye. Motion carried.

The Board returned to regular session at 8:00 p.m.

Closed Session Minutes November 26, 2012: It was moved by Member Stoller and seconded by Member Thompson that the Board approve the closed session minutes of November 26, 2012. In a roll call vote, all voted aye. Student Trustee Karrow advisory vote, aye. Motion carried.

Adjournment: Since the scheduled business was completed, it was moved by Member Andersen and seconded by Member Wiersema that the Board adjourn. In a roll call vote, all voted aye. Student Trustee Karrow advisory vote: aye. Motion carried.

The meeting adjourned at 8:05 p.m.

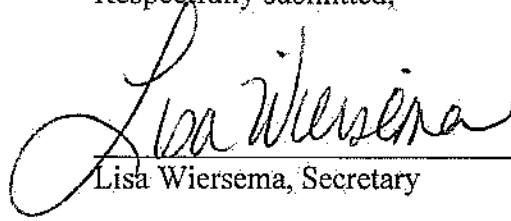
December 17, 2012

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Next Meeting:

The next regular meeting of the Board will be at 7:00 p.m. on
January 28, 2013 in the Board Room.

Respectfully submitted,



A handwritten signature in cursive script, reading "Lisa Wiersema". The signature is written in dark ink and is positioned above a horizontal line.

Lisa Wiersema, Secretary

SAUK VALLEY COMMUNITY COLLEGE
BOARD OF TRUSTEES - TREASURER'S REPORT
as of November 30, 2012

SAUK VALLEY COMMUNITY COLLEGE
APPROVED BY

[Signature]
BOARD CHAIR
[Signature]
BOARD SECRETARY

CHECKING ACCOUNTS

INTEREST BEARING ACCOUNTS

General Account - Sterling Federal Bank
Illinois Funds - Firststar Bank, Springfield
SUBTOTAL

INTEREST RATE	DATE	AMOUNT
0.015		\$2,936,792.40
0.117		6,807,474.94
		<u>9,744,267.34</u>

MONEY MARKET

Merrill Lynch Wealth Management
SFB Investment Center
SUBTOTAL

1.000	516,695.49
0.000	4,130,716.22
	<u>4,647,411.71</u>

TOTAL CHECKING ACCOUNTS

\$14,391,679.05

INVESTMENTS

FINANCIAL INSTITUTION

First National Bank, Amboy
Farmers State Bank, Sublette
Farmers State Bank, Sublette
SUBTOTAL

MATURITY DATE

01-26-2013	0.150	500,000
02-13-2013	0.550	1,000,000
02-17-2013	0.650	1,010,052
		<u>2,510,052</u>

MERRILL LYNCH:

Federal Natl Mtg Assn Call
State Bank of India CD
Discover Bank CD
Federal Home Loan Bank
Federal Home Loan Bank
Federal Home Loan Bank
GE Cap Financial Inc
Ally Bank
Sallie Mae Bank/Murray
Union Bank NA
Federal Home Ln Mtg Corp
Federal Natl Mtg Assoc
Federal Natl Mtg Assn
SUBTOTAL

02-21-2013
09-23-2013
09-30-2013
09-12-2014
12-12-2014
12-12-2014
02-24-2015
08-10-2015
08-10-2015
09-28-2015
03-19-2027
11-26-2027
07-30-2032

<u>YIELD</u>	<u>PRICE</u>
4.750	403,920.00
1.010	247,998.51
1.010	247,998.51
1.375	646,982.45
2.750	508,944.45
1.250	686,110.50
1.050	245,833.22
1.100	244,753.93
1.100	244,753.93
1.000	196,434.20
3.000	501,775.00
2.500	591,576.00
2.050	496,940.00
	<u>\$5,264,020.70</u>

SFB INVESTMENT CENTER - CHALLENGE GRANTS

Southwest Capital Bank NA Ft. Myers, FL
American Express Centurion Bk Salt
Bridgeview Bk Group IL CTF
Doral Bk Catano P R
Goldman Sachs Bank

12-26-2012
03-25-2013
03-25-2013
05-28-2013
10-21-2013

1.500	200,000.00
2.000	250,000.00
1.700	250,000.00
2.000	250,000.00
1.050	250,000.00

1,200,000.00

SFB INVESTMENT CENTER - FUNDING BONDS

Wilmington TR CO DEL	01-14-2013	1.250	250,000.00
GE Money Bk Instl, Draper, UT	01-16-2013	1.250	250,000.00
Banco Bilbao Vizcaya	01-23-2013	1.450	250,000.00
Citizens Bk Flint, MI	01-28-2013	1.300	250,000.00
Avenue Bk Nashville, TN	01-28-2013	1.200	250,000.00
BMW BK North Amer, Salt Lake City, UT	01-30-2013	1.250	250,000.00
Middleton Community Bank, WI	04-05-2013	1.250	250,000.00
			1,750,000.00

TOTAL INVESTMENTS

\$10,724,073.08

Sauk Valley Community College
Board of Trustees
December 17, 2012

Summary of Bills Payable

Amount

General Operating Funds

\$ 909,442.89

SAUK VALLEY COMMUNITY COLLEGE
APPROVED BY

 BOARD CHAIR
 BOARD SECRETARY

DATE _____

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Tri County Opportunities	01		Tuition Billed to Employer	Refund of Funds V Briseno	999.00
State Universities Retirement	01		SURS Payable	Accrued Surs	31,006.80
Select Employees Credit Union	01		Credit Union Payable	ACCRUED W/H Select Employees Credit Un	2,652.69
SVCC Faculty Association	01		Faculty Association Payable	Accrued SVCC Faculty Assoc. Dues	899.37
Meyer, Lydia	01		Wage Garnishment Payable	Wage Garnishment	580.00
Community Health Charities of	01		United Way Payable	ACCRUED W/H-Community Health Charities	20.83
United Way of Lee County	01		United Way Payable	Accrued United Way Dixon	10.42
United Way of Whiteside County	01		United Way Payable	Accrued United Way Sterling/Rock Falls	32.75
Gallagher Benefit Services, In	01		Optional Life Insurance	Optional Life	719.98
Gallagher Benefit Services, In	01		Optional Disability Insurance	Long Term Disability	710.41
JEM fbo Sauk Valley CC 403b PI	01		Fidelity Investments	ACCRUED ANNUITIES-Fidelity Investments	1,825.00
JEM fbo Sauk Valley CC 403b PI	01		Vanguard	ACCRUED ANNUITIES-Vanguard	1,700.00
JEM fbo Sauk Valley CC 403b PI	01		Valic	ACCRUED ANNUITIES-VALIC	150.00
Appenzeller, Matricia	01		Accounts Payable	MAP	364.00
Aurand, Spencer	01		Accounts Payable	MAP	574.00
Baeza, Janine	01		Accounts Payable	Online Refund	3.00
Bollman, Nicole	01		Accounts Payable	Online Refund	75.00
Brashaw, Tyler	01		Accounts Payable	Direct Loan	1,139.00
Brashaw, Tyler	01		Accounts Payable	Corredion	-1,139.00
Brashaw, Tyler	01		Accounts Payable	Direct Loan	1,139.00
Cantu, Kelsey	01		Accounts Payable	Direct Loan	1,733.00
Chochohla, Brian	01		Accounts Payable	Pell	2,775.00
Dingman, Julia	01		Accounts Payable	Pell	850.00
Donaldson, Misty	01		Accounts Payable	Pell/SEOG	1,453.76
Ebersole, Carissa	01		Accounts Payable	MAP	522.00
Emmole, Joshua	01		Accounts Payable	Online Refund	701.00

REPORT SVRCHKR
FISCAL YEAR 2012

Sauk Valley Community College
Check Register
From 11/15/12 To 12/17/12

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<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Engelkes, Courtney	01		Accounts Payable	MAP	574.00
Fassig, Erin	01		Accounts Payable	Pell	1,100.00
Garcia, Mikaela	01		Accounts Payable	Online Refund	150.00
Geesey, Dayton	01		Accounts Payable	Direct Loan	1,733.00
Geesey, Dayton	01		Accounts Payable	Correction	-1,733.00
Geesey, Dayton	01		Accounts Payable	Direct Loan	1,733.00
Gonzalez, Heather	01		Accounts Payable	Direct Loan	990.00
Gonzalez, Heather	01		Accounts Payable	Correction	-990.00
Gonzalez, Heather	01		Accounts Payable	Direct Loan	990.00
Green, Cami	01		Accounts Payable	Pell	807.27
Hecathorn, Ann	01		Accounts Payable	Online Refund	65.00
Heniff, Luke	01		Accounts Payable	MAP	214.00
Holloway, Kristine	01		Accounts Payable	Direct Loan	1,689.67
Holloway, Kristine	01		Accounts Payable	Correction	-1,689.67
Holloway, Kristine	01		Accounts Payable	Direct Loan	1,689.67
Jackson, Shanda	01		Accounts Payable	Pell	1,100.00
Kessler, Shannon	01		Accounts Payable	Pell	438.00
Kranov, Lisa	01		Accounts Payable	MAP	182.00
Lailey, Sarah	01		Accounts Payable	Pell	400.00
Megli, Leah	01		Accounts Payable	Online Refund	237.50
Murray, Patrick	01		Accounts Payable	MAP	679.00
Norman, Shaneen	01		Accounts Payable	Direct Loan	345.12
Olexa, Melissa	01		Accounts Payable	MAP	627.00
Osborn, Marci	01		Accounts Payable	Direct Loan	1,362.00
Osborn, Marci	01		Accounts Payable	Correction	-1,362.00
Osborn, Marci	01		Accounts Payable	Direct Loan	1,362.00

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Phelps, Meichelle	01		Accounts Payable	Direct Loan	720.00
Ponthack, Jordan	01		Accounts Payable	Foundation	550.00
Reed, Michael	01		Accounts Payable	MAP	342.00
Sawyer, Brooke	01		Accounts Payable	Direct Loan	433.11
Smith, Terri	01		Accounts Payable	SSS	550.00
Spence, Mitchell	01		Accounts Payable	MAP	784.00
St Pier, Angela	01		Accounts Payable	MAP	182.00
Stevens, Nathan	01		Accounts Payable	MAP	784.00
Tornow, Cassandra	01		Accounts Payable	MAP	214.00
Vancil, Samantha	01		Accounts Payable	MAP	731.00
Weeks, Jacob	01		Accounts Payable	MAP	731.00
Wein, Zachary	01		Accounts Payable	Pell	1,100.00
Zabran, Megan	01		Accounts Payable	MAP	427.00
Kurtz, Anna	01		Scholarship Payable	3006 Radio System & Headphones for The	159.57
Oregon Lions Club	01		Scholarship Payable	2119 Return of Funds J Ponthack	500.00
Tavitas, Lisa	01		Scholarship Payable	3010 GED Testing Fee C Arbuckle	24.00
Consolidated Management Co	01		Cafeteria payable	Punch A Lunch Nov 2012	1,120.67
Whiteside County Senior Center	01		Whiteside Bus payable	Bus Sales Nov 2012	20.00
Brown Hay & Stephens LLP	01	Board of Trustees	Legal Services	Legal Fees	7,463.80
Ward Murray Pace & Johnson P.C	01	Board of Trustees	Legal Services	Legal Fees	6,048.00
Sauk Valley Media	01	Board of Trustees	Advertising	Board Publication	36.40
Bollman, Andrew J.	01	Board of Trustees	Conference/Meeting Expense	Travel-HCCTA Meeting	131.19
Fifth Third Bank	01	Board of Trustees	Conference/Meeting Expense	Board Member Luncheon	25.21
Fifth Third Bank	01	Board of Trustees	Conference/Meeting Expense	Travel-AAACC	1,300.00
Fifth Third Bank	01	Board of Trustees	Conference/Meeting Expense	Travel-Bollman-ACCT Conference	1,452.94
Karrow, Kala	01	Board of Trustees	Conference/Meeting Expense	Travel-ISAC Meeting	119.02

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Creative Printing	01	President's Office	Office Supplies	Business Cards-Dillow	35.00
Fifth Third Bank	01	President's Office	Conference/Meeting Expense	Travel-Dr. Mihel ACCT	1,377.18
Midland Paper	01	Marketing Office	Other Supplies	Paper	4,720.00
Dixon High School	01	Marketing Office	Advertising	1/4 page Ad	75.00
Sauk Valley Media	01	Marketing Office	Advertising	Internet Ads/Basketball	821.25
Sauk Valley Media	01	Marketing Office	Advertising	SVCC Classic/Proof	1,302.82
WZOE Radio	01	Marketing Office	Advertising	Radio Ads	420.00
Withers Broadcasting	01	Marketing Office	Advertising	Radio Ads	764.18
Midland Paper	01	Marketing Office	Advertising	Paper	287.24
RK Dixon	01	Printshop	Other Materials and Supplies	Copier-Maint & Sply	274.99
Xerox Corporation	01	Printshop	Maintenance Services	Copier-Maint & Sply	1,799.61
Xerox Corporation	01	Printshop	Maintenance Services	Copier-Maint & Sply	134.86
Fifth Third Bank	01	Printshop	Maintenance Services	I-Stock Photo	950.00
Professional Binding Inc	01	Printshop	Other Materials and Supplies	Black Comb Binding	38.95
Quill Corporation	01	Career Services	Other Materials and Supplies	HP Color Laser Jet Ink, wite out tape,	271.85
Carney, Anita	01	Career Services	Office Supplies	Travel-Area Site Visits	244.76
Gospodarczyk, Thomas	01	Institutional Research & Plannin	Conference/Meeting Expense	Consulting Fee	200.00
Viering, Amy	01	Community Outreach	Consultants	Department Supplies	14.95
Viering, Amy	01	Community Outreach	Office Supplies	Supplies for Event "PROOF"	277.30
Xerox Corporation	01	VP-Academics	Conference/Meeting Expense	Copier-Maint & Sply	67.43
Menards	01	Art	Maintenance Services	Tools for Sculpture Class	297.11
American Red Cross	01	Physical Education	Instructional Supplies	First Aid/CPR Cards	529.00
IMACC	01	Mathematics	Instructional Supplies	Mathematics Assoc. Membership	350.00
Staples	01	Mathematics	Instructional Supplies	Office Supplies	-131.99
Hurd, Mary Ann	01	Office & Administrative Services	Instructional Supplies	Travel- IBEA Convention	707.96
Dowd, John	01	Electricity	Conference/Meeting Expense	ELT Supplies	363.11

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<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Encompass Gas Group Inc	01	Welding	Instructional Supplies	Welding Supplies	1.40
Encompass Gas Group Inc	01	Welding	Instructional Supplies	Sawing Fluid	110.64
Encompass Gas Group Inc	01	Welding	Instructional Supplies	Wire Clamps	598.35
Sterling Steel Warehouse Inc	01	Welding	Instructional Supplies	Flat Steel Stock	321.00
Uni Hydro Inc	01	Welding	Instructional Supplies	Bar Shear Blade, Bolt Top Bar Blade, B	326.44
Tavitas, Lisa	01	Director Developmental Learning	Office Supplies	Office Supplies	199.88
Consolidated Management Co	01	Director Developmental Learning	Conference/Meeting Expense	Networking ROE	656.40
Florini, Anthony	01	Testing Center	Conference/Meeting Expense	Travel-ROE/Wallace	13.32
Xerox Corporation	01	Dean of Health Professions	Maintenance Services	Copier-Maint & Sply	67.43
Quill Corporation	01	Dean of Health Professions	Office Supplies	monthly deskpad	10.78
Quill Corporation	01	Dean of Health Professions	Office Supplies	Removable label, duraglobe month deskp	52.02
CGH Medical Center	01	Associate Degree Nursing	Instructional Supplies	Syringe Saline 12CC, Primary Pump Set	125.55
DeKroft-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	Dressing Disposal Bag	40.96
DeKroft-Metz and Co, Inc	01	Associate Degree Nursing	Instructional Supplies	Syringe & Medicine Cups	81.76
KSB Hospital	01	Nurse Assistant	Consultants	CNA Classes F 2012	1,400.00
DeKroft-Metz and Co, Inc	01	Licensed Practical Nursing	Instructional Supplies	Alcohol Prep Swabs	43.17
Health Care Logistics, Inc	01	Licensed Practical Nursing	Instructional Supplies	Short Divider for HCL Item 1322	33.00
Pocket Nurse	01	Licensed Practical Nursing	Instructional Supplies	Graduated Container Dispens, Specimen	30.05
Fifth Third Bank	01	Radiologic Technology	Instructional Supplies	PB Marker	26.15
Brevitt, Dianna	01	Radiologic Technology	Conference/Meeting Expense	Travel-Area Clinical Site Visits	279.17
Vinnedge, Vickie	01	Radiologic Technology	Conference/Meeting Expense	Travel-Clinical Site Visits thru 10/31	351.32
Flinn Scientific	01	Biology	Instructional Supplies	Tubes, Periodic Table, Thermometer, Mi	596.14
Wood, Therese	01	Biology	Conference/Meeting Expense	Travel-Chadwick	29.97
S J Smith Welding Supply	01	Chemistry	Instructional Supplies	Gas for Chemistry	9.30
Amazon.com	01	Learning Resource Center	Books and Binding Costs	Books for Library	1,285.53
Fifth Third Bank	01	Learning Resource Center	Books and Binding Costs	Books for Library	1,348.88

REPORT SVRCHKR
FISCAL YEAR 2012

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Gale Group	01	Learning Resource Center	Books and Binding Costs	Int'l Directory of Company Histories V	319.53
Fifth Third Bank	01	Learning Resource Center	Publications and Dues	Wall Street Journal	112.10
Armstrong, Melanie	01	Learning Resource Center	Conference/Meeting Expense	Travel-CARLI Meeting	198.69
CDW-G	01	Academic Computing	Instructional Supplies	LVO TSS TP 3-3YR Onsite	1,529.44
Fifth Third Bank	01	Academic Computing	Instructional Supplies	Amazon.Com	141.99
Fifth Third Bank	01	Academic Computing	Instructional Supplies	Monoprice/Crucial.Com	236.53
Fifth Third Bank	01	Academic Computing	Instructional Technology Materia	Amazon.Com (IT)	30.95
CDW-G	01	Academic Computing	Computer Software	DES Web Prem	1,758.76
Fifth Third Bank	01	Academic Computing	Computer Software	ARIN	100.00
Baker, Molly	01	Academic Computing	Conference/Meeting Expense	Travel-Conference ICCCA	42.18
Unique Computer	01	Administrative Computing	Office Supplies	Ink	472.00
Advantage Financial Services	01	Administrative Computing	Computer Software	Filebound Monthly Service	3,296.32
Communication Revolving Fund	01	Administrative Computing	Computer Software	Monthly Services	340.00
Fifth Third Bank	01	Administrative Computing	Computer Software	mICROSOF	499.00
Google Inc	01	Administrative Computing	Computer Software	Monthly Service	33.75
Shelley, Chris	01	Administrative Computing	Conference/Meeting Expense	Travel-ICCCA Conference	55.50
John Wiley & Sons, Inc	01	Dean of Student Services	Publications and Dues	FERPA Bulletin	199.00
Moreno, Luis	01	Dean of Student Services	Conference/Meeting Expense	Travel-ACPA & ICCCO Conference	229.69
Alternative Communication Serv	01	Special Needs- ADA	Other Contractual Services	CART Services	420.00
Morgan, Deanna	01	Special Needs- ADA	Other Contractual Services	Sign Language	1,000.00
Morgan, Deanna	01	Special Needs- ADA	Other Contractual Services	Sign Language	360.00
Morgan, Deanna	01	Special Needs- ADA	Other Contractual Services	Sign Language	800.00
Jiminez, Taylor	01	Recruiting	Conference/Meeting Expense	Travel-Area High Schools	70.49
Parlington, Sarah	01	Recruiting	Conference/Meeting Expense	Travel-Area High School Visits	71.04
Xerox Corporation	01	Admissions, Records & Placement	Maintenance Services	Copier-Maint & Sply	67.43
Scrip-Safe Security Products I	01	Admissions, Records & Placement	Office Supplies	Transcript Paper	458.00

<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
Higher Education Publication I	01	Admissions, Records & Placement	Publications and Dues	2013 Higher Education Directory	83.00
Medema, Pamela	01	Admissions, Records & Placement	Conference/Meeting Expense	Travel-HACRAO	676.43
Xerox Corporation	01	Financial Aid & Veterans Affairs	Maintenance Services	Copier-Maint & Sply	67.43
AVECO	01	Financial Aid & Veterans Affairs	Publications and Dues	FY 13 Membership Dues	30.00
Stiefel, Debra	01	Financial Aid & Veterans Affairs	Conference/Meeting Expense	Travel- Dept of Ed Conference	1,198.72
Xerox Corporation	01	Counseling	Maintenance Services	Copier-Maint & Sply	67.43
Breed, Thomas	01	Counseling	Conference/Meeting Expense	Travel- WIU & Wainut	82.14
DePuy, Jeanne	01	Other Institutional	Tuition Reimbursement	Tuition Reimbursement F 12	345.00
Schultz, Jennifer	01	Other Institutional	Tuition Reimbursement	Tuition Reimbursement F 2012	460.00
Federal Express Corp	01	Other Institutional	Postage	Monthly Shipping Charge	74.24
Pitney Bowes	01	Other Institutional	Postage	Postage Supplies	387.72
Pitney Bowes	01	Other Institutional	Postage	November Postage Refill	10,000.00
United Parcel Service	01	Other Institutional	Postage	Monthly Shipping Charges	146.14
Xerox Corporation	01	Contingency	Interest	Copier Lease Payment-Interest	176.04
Xerox Corporation	01	Business Office	Maintenance Services	Copier-Maint & Sply	67.44
Acorn Solutions, Inc	01	Business Office	Office Supplies	USB & Electronic Digitized Signature	1,045.00
Classic Graphics Industries, I	01	Business Office	Office Supplies	W-2 Forms	156.45
Kiplinger Tax Letter	01	Business Office	Publications and Dues	FY 13 Tax Letter	38.00
Harper College	01	Tuition Chargeback	Tuition Chargeback	Fall 2012 Chargeback	2,685.48
JEM Resource Partners	01	Personnel Office	Consultants	Monthly Admin Fee	150.00
RRHRPA	01	Personnel Office	Publications and Dues	FY 13 Membership Dues	30.00
Sauk Valley Media	01	Personnel Office	Recruitment	Classified Ads	499.15
Consolidated Management Co	01	Personnel Office	Other Conference & Meeting	Winners Cards	29.00
Fifth Third Bank	01	Wellness	Other Supplies	Tickets Harlem Globe Trotters	81.40
Xerox Corporation	01	Information Center	Maintenance Services	Copier-Maint & Sply	67.43
CDW-G	01	Information Center	Office Supplies	Plantronics HeadSet	255.85

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<u>PAYEE/VENDOR</u>	<u>FUND</u>	<u>ORGANIZATION</u>	<u>ACCOUNT</u>	<u>COMMODITY</u>	<u>ITEM AMOUNT</u>
IKI Inc	010100	CCS Personal Workshops	Consultants	BCE Class Just Once Guitar	126.00
Lawrence, Marcy	010100	CCS Personal Workshops	Consultants	Excel Level II	1,194.00
Lueders, Barbara	010100	CCS Personal Workshops	Consultants	City Chickens	300.00
Meier, Samuel	010100	CCS Personal Workshops	Consultants	Preparing your Estate	25.00
Sanders, James	010100	CCS Personal Workshops	Consultants	BCE Class 11/6/12	200.00
Scheckel, Dennis	010100	CCS Personal Workshops	Consultants	Ballroom Dance	765.00
Stevens, Mary	010100	CCS Personal Workshops	Consultants	Horsemanship	300.00
Quill Corporation	010100	CCS Personal Workshops	Office Supplies	HP Color Laser Jet Ink, wife out tape,	271.85
ACT INC	010100	CCS Personal Workshops	Instructional Supplies	Workkeys Testing	48.00
Illinois Council on Continuing	010100	CCS Personal Workshops	Publications and Dues	FY 13 Dues	30.00
DePuy, Jeanne	010100	CCS Personal Workshops	Other Conference & Meeting	Pharmacy Tech	43.89
Altorfer Inc	02	Maintenance	Maintenance Services	Maintenance	254.20
H-O-H Water Technology Inc	02	Maintenance	Maintenance Services	Water Treatment Contract	801.20
Schumacher Elevator Company	02	Maintenance	Maintenance Services	Maintenance	1,600.56
Holman Boiler Works Inc	02	Maintenance	Maintenance Supplies	Boiler Parts	969.09
Kitzman's Dixon	02	Maintenance	Maintenance Supplies	Aspen Ice Melt	332.91
Menards	02	Maintenance	Maintenance Supplies	Supplies	23.98
Menards	02	Maintenance	Maintenance Supplies	Filters & Supplies	58.74
Menards	02	Maintenance	Maintenance Supplies	Connector	5.97
Rifle, Larry	02	Maintenance	Maintenance Supplies	Carpentry Supply	36.27
Scheide North America	02	Maintenance	Maintenance Supplies	Winch Assembly	444.47
Smith, Gregory	02	Maintenance	Conference/Meeting Expense	Travel- Water Treatment Conference	144.77
Aramark Uniform Services Inc	02	Custodial	Maintenance Services	Towel Service	111.12
Aramark Uniform Services Inc	02	Custodial	Maintenance Services	Towel Service	55.56
Moring Disposal Inc	02	Custodial	Maintenance Services	Monthly Refuse	306.00
AmSan LLC	02	Custodial	Maintenance Supplies	Chalkboard/White Board	1,939.55

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Fifth Third Bank	02	Custodial	Maintenance Supplies	Southeastern Equio/Web Restaurant/Dura	226.52
Menards	02	Custodial	Maintenance Supplies	Custodial Cleaning Supplies	34.26
Morton Salt Inc	02	Grounds	Maintenance Supplies	Safe T Salt	1,436.04
Illinois Dept of Agriculture	02	Grounds	Publications and Dues	Application Fee Greg Smith Jr	40.00
Constellation New Energy (CNE)	02	Utilities	Gas	Gas Services	3,865.75
Nicor Gas	02	Utilities	Gas	Natural Gas	603.87
Commonwealth Edison	02	Utilities	Electricity	Electricity	6,311.32
Columbia Pipe & Supply Co	02	Utilities	Water, Sewer	Well Repairs	241.67
M & S Wastewater	02	Utilities	Water, Sewer	Monthly Service Nov 12	425.00
Spotts, Christine	02	Utilities	Water, Sewer	2 Loads Septic	350.00
State World Headquarters	02	Utilities	Water, Sewer	Chemicals for Sewer Treatment	272.61
Sterling Napa Auto Parts	02	Utilities	Water, Sewer	Filters - Sewer Plant	26.80
CenturyLink	02	Utilities	Telephone	Monthly Charges for Fax Lines	1,972.82
Comcast	02	Utilities	Telephone	Monthly Service	5,670.03
Essex Telecom Inc	02	Utilities	Telephone	Monthly Telephone Bill	4,313.60
United States Cellular	02	Utilities	Telephone	College Van Cell Phones	24.84
Verizon Wireless	02	Utilities	Telephone	Dr Mihel Cell Phone	134.95
Lofgren, Marvin	02	Building and Grounds Administrat	Consultants	Interim Director thru 11/16/12	1,375.11
Amazon.com	02	Building and Grounds Administrat	Office Supplies	Books	33.47
Creative Printing	02	Building and Grounds Administrat	Office Supplies	Business Cards-Murphy	40.00
Quill Corporation	02	Building and Grounds Administrat	Office Supplies	Supplies	112.98
Menards	02	Building and Grounds Administrat	Building Remodeling	Building Remodel T-2	623.07
Xerox Corporation	030200		Other Noncurrent Obligations	Copier Lease Payment-Principal	337.59
CDW-G	030200	Fund Bond- Instruc & Computer	Capital Supplies	Kingston 4GB	34.70
CDW-G	030200	Fund Bond- Instruc & Computer	Capital Supplies	10 LVO's	6,788.80
Inter-Pacfic Inc	030200	Fund Bond- Instruc & Computer	Capital Supplies	LCD Projector	51,341.90

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Staples	030200	Fund Bond- Instruc & Computer	Capital Supplies	Office Supplies	1,409.97
Airgas North Central	030200	Fund Bond- Instruc & Computer	Instructional Equipment	Pipe Beveling	4,058.00
CDW-G	030200	Fund Bond- Instruc & Computer	Instructional Equipment	Cisco Network	66,035.00
S J Smith Welding Supply	030200	Fund Bond- Instruc & Computer	Instructional Equipment	Powerwave	57,333.43
Pete Harkness Auto Group	030200	Fund Bond- Facilities	Service Equipment	2012 Chevrolet Silverado	16,918.26
Johnson Upholstery	030200	Fund Bond- Furniture & Office	Capital Supplies	Raupholster College Furniture	938.50
ASI Signage Innovations	030200	Fund Bond- Other	Site Improvements	Final Payment of Exterior Signage	30,143.00
Menards	030200	Fund Bond- Other	Building Remodeling	Sign Repairs	35.98
Wight & Company	030200	Fund Bond- Other	Building Remodeling	Architect Fees Science Labs	14,078.19
Wight Construction	030200	Fund Bond- Other	Building Remodeling	Application #5 Science Lab Renovation	456,840.69
Anderson, Rod	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	130.00
Blackburn, Jan	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	20.00
Blackburn, Jan	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	20.00
Cheeseman Coaches, Inc	050600	Men's Basketball	Other Contractual Services	Travel-Charter Waubensee	320.00
Dolson, Collin	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	130.00
Gilmore, Todd	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	130.00
Highland Community College	050600	Men's Basketball	Other Contractual Services	Torney 12/14/12	100.00
Larsen, Fritz	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	130.00
Leitner, Randy	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	130.00
Mahan, Nicholas	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	20.00
Mahan, Nicholas	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	20.00
Straling, James A	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	20.00
Straling, James A	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	20.00
Trone, Chris	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	130.00
Windstar Lines Inc	050600	Men's Basketball	Other Contractual Services	MBB to Kennedy King	795.00
Worthington, Patrick	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	20.00

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Worthington, Patrick .	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	20.00
Worthington, Patrick .	050600	Men's Basketball	Other Contractual Services	Men's Basketball Game	15.00
Consolidated Management Co	050600	Men's Basketball	Other Supplies	Cookies /Muffins	20.00
Damhoff, Russ	050600	Men's Basketball	Other Conference & Meeting	Travel- 11/14-12/01/12	656.95
Lombardo, Anthony	050600	Cross Country	Other Contractual Services	Cross Country Invite	50.00
Consolidated Management Co	050600	Cross Country	Other Supplies	Cookie Coupons	7.50
Sullivan, Michael	050600	Cross Country	Other Conference & Meeting	Travel- CC Nat'l & Banquet	250.79
Kipping, Sara	050600	Men's Tennis	Other Supplies	Long Sleeve Black Shirts	176.30
Blackburn, Jan .	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	20.00
Blackburn, Jan .	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	20.00
Cheeseman Coaches, Inc	050600	Women's Basketball	Other Contractual Services	Travel-Charter Waubensee	320.00
Deatherage, Stanley	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	130.00
Donald, Ray	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	130.00
Durbin, David .	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	130.00
Hillard, George .	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	130.00
Mahan, Nicholas	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	20.00
Mahan, Nicholas	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	20.00
McFadden, Terry .	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	130.00
Miller, John .	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	130.00
Strating, James A .	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	20.00
Strating, James A .	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	20.00
Wiersema Charter Service	050600	Women's Basketball	Other Contractual Services	WBB to Chicago	640.00
Worthington, Patrick .	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	20.00
Worthington, Patrick .	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	20.00
Worthington, Patrick .	050600	Women's Basketball	Other Contractual Services	Womens Basketball Game	15.00
Consolidated Management Co	050600	Women's Basketball	Other Supplies	Cookie Coupons	13.75

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Temple's Sporting Goods	050600	Women's Basketball	Other Supplies	Russell Athletic jerseys and warm ups	1,478.09
Hampton Inn	050600	Women's Basketball	Other Conference & Meeting	Rooms for Game 11/30-12/1/12	559.44
Johnson, Jedidiah	050600	Women's Basketball	Other Conference & Meeting	Travel-Madison College	97.97
Johnson, Jedidiah	050600	Women's Basketball	Other Conference & Meeting	TRAVEL-11/10/12	311.58
Aramark Uniform Services Inc	050600	General Athletics	Other Contractual Services	Towel Service	364.74
Wright, Geoffrey	050600	General Athletics	Other Contractual Services	Trainer MBB/WBB	55.00
Wright, Geoffrey	050600	General Athletics	Other Contractual Services	Trainer MBB/WBB	55.00
Wright, Geoffrey	050600	General Athletics	Other Contractual Services	Trainer MBB/WBB	110.00
Wright, Geoffrey	050600	General Athletics	Other Contractual Services	Trainer MBB/WBB	110.00
Aramark Uniform Services Inc	050600	General Athletics	Other	Towel Service	312.05
Rauh, Karen	050600	Tournaments	Consultants	Services for Region IV Tennis	500.00
Fifth Third Bank	050600	Student Activities	Consultants	Candlelight/Comfort Inn	118.03
The College Agency LLC	050600	Student Activities	Consultants	Hypnotist Fee Performance 11/29/12	1,800.00
Astro-Ven Distributors Inc	050600	Student Activities	Other Materials and Supplies	Popcorn Supplies	76.46
Fifth Third Bank	050600	Student Activities	Other Materials and Supplies	Walmart/WalMart	127.17
Fifth Third Bank	050600	Student Activities	Conference/Meeting Expense	Marriott	682.24
Fifth Third Bank	050600	Student Activities	Other Conference & Meeting	MaMa Cimino's (3)	412.55
Styczynski, Dane	050600	Drama	Consultants	Sound Designer for F Production	200.00
Kurtz, Anna	050600	Drama	Other Materials and Supplies	Supplies for Fall Play Materials	288.81
Price, Connor	050600	Drama	Other Materials and Supplies	Fall Production	100.00
Sauk Valley Media	050600	Drama	Other Materials and Supplies	PROOF	295.00
Viering, Amy	050600	Drama	Other Materials and Supplies	Supplies for Event "PROOF"	200.00
Jeff's Automotive	050800	Transportation	Maintenance Services	Oil Change 2005 TT	46.50
Jeff's Automotive	050800	Transportation	Maintenance Services	Oil Change 2003 TT	39.53
Dixon Tire Center	050800	Transportation	Other Contractual Services	Tire and Balance - F350	188.50
Fifth Third Bank	050800	Transportation	Vehicle Supplies	I-PASS	80.00

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Fifth Third Bank	050800	Transportation	Vehicle Supplies	Gas-College Vanis	830.66
Buller Benefit Service Inc	051000	Medical Insurance	Individual Stop Loss	Individual Stop Loss	15,719.81
Buller Benefit Service Inc	051000	Medical Insurance	Dependent Stop Loss	Dependent Stop Loss	12,761.19
Buller Benefit Service Inc	051000	Medical Insurance	Precertification	Precertification	662.50
Buller Benefit Service Inc	051000	Medical Insurance	Cobra Conversion	COBRA	1.75
Buller Benefit Service Inc	051000	Medical Insurance	Administrative Costs	Administrative	4,279.25
Buller Benefit Service Inc	051000	Medical Insurance	Group Stop Loss	Aggregate Stop Loss	1,833.75
Gallagher Benefit Services, In	051000	Medical Insurance	Life & AD&D	Life Billing	1,034.00
Whiteside County ROE	062056	ICCB Adult Ed-Federal Basic	Instructional Service Contracts	Adult Education Partnership	3,000.00
Constant Contact	062056	ICCB Adult Ed-Federal Basic	Advertising	E-Mail Marketing	126.00
The Center	062056	ICCB Adult Ed-Federal Basic	Conference/Meeting Expense	Conference Fee E Anderson	90.00
SBM Business Equipment Center	062057	ICCB Adult Ed-Public Aid -Instru	Instructional Supplies	SBM Copier Fee	114.82
Anderson, Erika	062057	ICCB Adult Ed-Public Aid -Instru	Conference/Meeting Expense	Staff meeting 11/13/12	18.65
The Center	062057	ICCB Adult Ed-Public Aid -Instru	Conference/Meeting Expense	Adult Ed Conference Fee J Penning	90.00
Whiteside County ROE	062058	ICCB Adult Ed-State Basic-Instru	Instructional Service Contracts	WFLP Partnership F 2012	2,500.00
Amazon.com	062058	ICCB Adult Ed-State Basic-Instru	Instructional Supplies	Books	291.20
Staples	062058	ICCB Adult Ed-State Basic-Instru	Instructional Supplies	Office Supplies	179.41
Consolidated Management Co	062058	ICCB Adult Ed-State Basic-Instru	Conference/Meeting Expense	Dec 3 Mtg Prof Development	242.50
Staples	062058	ICCB Adult Ed-State Basic-Instru	Other	Office Supplies	9.98
Anderson, Erika	062060	SOS VITAL Grant	Conference/Meeting Expense	Travel- Fall Conference	111.00
The Center	062060	SOS VITAL Grant	Conference/Meeting Expense	Conference Fee E Anderson	90.00
State Universities Retirement	063011	Student Support Services Grant	SURS	Matching Funds	626.59
Creative Printing	063011	Student Support Services Grant	Office Supplies	Business Cards-J West	35.00
Kooshesh, Cyrus	063011	Student Support Services Grant	Conference/Meeting Expense	Webinar 11/14/12	300.00
State Universities Retirement	063020	Perkins- Learning Assistance Cen	SURS	Matching Funds	106.64
State Universities Retirement	063020	Perkins Ilc	SURS	Matching Funds	55.39

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Scenic Stage Line, Inc	063020	Perkins Ilc -Imp Tech skill	Other Contractual Services	Charter Bus Conference 11/27/12	815.40
DePuy, Jeanne	063020	Perkins Ilc -Collaboration	Other Conference & Meeting	Door Prizes for WRC Meeting	22.09
Fifth Third Bank	063020	Perkins Ilc -Collaboration	Other Conference & Meeting	Walmart/MaMa Cimino's	465.74
Brevitt, Dianna	063020	Perkins Ilc -Professional Develo	Conference/Meeting Expense	Travel-JRCERT Conference	683.66
AHEAD (Assoc on Higher Educati	063020	Special Needs- ADA	Publications and Dues	2013 AHEAD Full Professional Membershi	245.00
State Universities Retirement	063020	Perkins Ilc -Special Populations	SURS	Matching Funds	167.01
Mongan, Deanna	063020	Perkins Ilc -Special Populations	Other Contractual Services	Sign Language Interpretation	1,280.00
Rumoro, Leannece	063020	Perkins Ilc -Special Populations	Other Contractual Services	Note Taking	52.48
Creative Printing	063020	Perkins Ilc -Special Populations	Instructional Supplies	Business Cards-Alexander	40.00
Mandrell, Jonathan	063031	Local Prog of Study Imp grant	Conference/Meeting Expense	Dinner for Pathways Results Meeting	38.60
Peck, Lisa	063075	IDHS AmenCorps - Member Activit	Office Supplies	Retreat/Office Supplies	152.29
Reynoldswood Christian Camp &	063075	IDHS AmeriCorps - Member Activit	Conference/Meeting Expense	Fall Member Retreat	283.75
Henry County Advertiser-Shoppe	063075	IDHS AmeriCorps - Member Activit	Other	Advisement for Hammonf Henry Hospita	44.00
Sauk Valley Media	063075	IDHS AmeriCorps - Member Activit	Other	Ad Carrol County Member Position	260.68
State Universities Retirement	063075	IDHS AmeriCorps- Nonmember Activ	SURS	Matching Funds	223.98
Campus Teamwear	101020	Cheerleading Club	Other Materials and Supplies	Cropped Body Suit, Boy Cut Briefs	156.40
Hamilton, Jane	101060	Magic Club	Other	Magic Club Purchases	200.00
Hamilton, Jane	101060	Magic Club	Other	Magic Club Purchases	200.00
Hamilton, Jane	101060	Magic Club	Other	Booster Boxes Return of Ravnica	664.79
Downtown Sports	101080	Rad Tech Senior	Other	Club T-Shirts	488.53
Rios, David	101272	Criminal Justice Club	Other Materials and Supplies	Toys for Tots 2012	60.00
Mandrell, Jonathan	101272	Criminal Justice Club	Other	Rad Tech Donation	53.75
Cox, Terry	103103	Baseball Booster	Other	Baseballs & Bats	455.00
Brax Fundraising	103104	Softball Booster	Other	Fundraiser Cups/Popcorn	1,980.00
Fifth Third Bank	103104	Softball Booster	Other	City of Chicago	100.00
American DataBank LLC	12	Risk Management	Consultants	Background Checks for Staff	648.50

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CenturyLink	12	Risk Management	Telephone	911 Cama Trunk Lines	90.56
AED Essentials Inc	12	Public Safety	Maintenance Services	AED Training	840.00
Fyr-Fyter Inc	12	Public Safety	Maintenance Services	Service extinguishers, hydro test, fi	1,946.00
Verizon Wireless	12	Public Safety	Maintenance Services	Security Cell Phones	20.98
Stewart & Associates Inc	12	Public Safety	Other Contractual Services	Security Contract	1,093.50
ULINE Shipping Supply Speciali	12	Public Safety	Other Supplies	First Aid Kit	33.84
Fifth Third Bank	12	Public Safety	Books and Binding Costs	MyCustom Sign.com	38.95
				BANK ACCOUNT 1 TOTAL:	983,753.90
				ALL ACCOUNTS TOTAL:	983,753.90

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SAUK VALLEY COMMUNITY COLLEGE
REVENUES, EXPENDITURES, AND TRANSFERS
AS OF NOVEMBER 30

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<u>EDUCATION FUND</u>	2012-2013 YTD	2012-2013 Budget	YTD / Budget %	2011-2012 YTD	YTD % Chng fm Prev Yr	2011-2012 Total
Revenues						
Local Governmental Sources	1,938,633	3,895,000	49.7%	1,885,498	2.8%	3,826,699
State Governmental Sources	63,997	2,699,647	2.3%	617,985	-89.6%	2,990,871
Federal Governmental Sources	964	8,000	12.0%	1,705	-43.4%	8,375
Student Tuition and Fees	4,059,747	4,532,500	89.5%	4,228,352	-3.9%	4,765,545
Sales and Service	65,086	150,000	43.3%	52,087	24.9%	103,107
Investment Revenue	3,786	20,000	18.9%	8,083	-53.1%	15,455
Other Revenues	4,557	1,020,000	.4%	4,883	-6.6%	1,597,584
TOTALS	6,136,773	12,325,147	49.7%	6,798,594	-9.7%	13,307,638
Expenditures						
Salaries	2,625,480	6,982,168	37.6%	2,403,057	9.2%	6,366,628
Employee Benefits	709,801	2,710,457	26.1%	717,412	-1.0%	3,295,599
Contractual Services	199,201	472,379	42.1%	156,486	27.3%	489,226
General Materials and Supplies	392,131	901,620	43.4%	345,441	13.5%	742,912
Conference & Meeting	50,114	162,330	30.8%	43,263	15.8%	131,180
Fixed Charges	546			641	-14.7%	2,228
Capital Outlay						9,963
Other Expenditures	583,936	940,000	62.1%	485,487	20.2%	885,737
TOTALS	4,561,214	12,168,954	37.4%	4,151,790	9.8%	11,923,476
Transfers						
Transfers to Other Funds		156,000				78,000
CHANGE IN NET ASSETS	1,575,558	193		2,646,803		1,306,162
FUND BALANCE	7,385,929					5,810,370

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SAUK VALLEY COMMUNITY COLLEGE
REVENUES, EXPENDITURES, AND TRANSFERS
AS OF NOVEMBER 30

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<u>OPERATION AND MAINTENANCE FUND</u>					
	2012-2013	2012-2013	YTD /	2011-2012	2011-2012
	<u>YTD</u>	<u>Budget</u>	<u>Budget %</u>	<u>YTD</u>	<u>Total</u>
<u>Revenues:</u>					
Local Governmental Sources	234,208	475,000	49.3%	230,848	468,760
State Governmental Sources	7,905	323,215	2.4%	86,419	383,122
Student Tuition and Fees	453,177	505,100	89.7%	471,372	521,357
Facilities Revenue	935			2,605	6,380
Investment Revenue	21	500	4.2%	103	145
Other Revenues	8,095	110,000	7.3%	5,265	157,337
TOTALS	704,342	1,413,815	49.8%	796,614	1,537,102
<u>Expenditures</u>					
Salaries	231,153	576,127	40.1%	237,231	567,318
Employee Benefits	97,364	329,825	29.5%	88,178	351,987
Contractual Services	37,721	83,800	45.0%	34,037	84,563
General Materials and Supplies	33,139	103,750	31.9%	34,276	89,573
Conference & Meeting	1,269	3,700	34.3%	599	1,935
Fixed Charges	52,809	54,000	97.7%	51,860	51,943
Utilities	161,092	440,500	36.5%	167,016	456,312
Capital Outlay	3,503			3,353	10,131
Other Expenditures					
TOTALS	618,053	1,591,702	38.8%	616,554	1,613,765
<u>Transfers</u>					
Transfers From Other Funds		-178,000			-78,000
CHANGE IN NET ASSETS	86,289	113		180,060	1,337
FUND BALANCE	95,719				9,430

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SAUK VALLEY COMMUNITY COLLEGE
REVENUES, EXPENDITURES, AND TRANSFERS
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<u>OPERATION & MAINTENANCE- RESTRICTED</u>	<u>2012-2013</u>	<u>2012-2013</u>	<u>YTD /</u>	<u>2011-2012</u>	<u>YTD % Chng</u>	<u>2011-2012</u>
	<u>YTD</u>	<u>Budget</u>	<u>Budget %</u>	<u>YTD</u>	<u>fm Prev Yr</u>	<u>Total</u>
Revenues						
Local Governmental Sources	390,321	790,000	49.4%	382,418	2.0%	781,240
Investment Revenue	869	5,000	17.4%	-6,765	112.8%	33,067
Other Revenues	15,000	30,000	50.0%	125	900.0%	32,987
TOTALS	406,191	825,000	49.2%	375,777	8.0%	847,295
Expenditures						
Salaries	423			1,980	-78.6%	5,114
Contractual Services				-1,118		236,535
General Materials and Supplies	113,861	691,450	16.4%	42,678	166.7%	191,543
Capital Outlay	1,562,787	3,612,000	43.2%	1,097,451	42.4%	4,601,704
TOTALS	1,677,072	4,303,450	38.9%	1,140,992	46.9%	5,034,897
CHANGE IN NET ASSETS	-1,270,880	-3,478,450	38.9%	-765,214	46.9%	-4,187,601
FUND BALANCE	5,013,672					6,284,553

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REVENUES, EXPENDITURES, AND TRANSFERS
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<u>BOND AND INTEREST FUND</u>	2012-2013 YTD	2012-2013 Budget	YTD / Budget %	2011-2012 YTD	YTD % Chng fm Prev Yr	2011-2012 Total
Revenues						
Local Governmental Sources	884,456	1,793,925	49.3%	865,711	2.1%	1,777,021
Investment Revenue	351	1,000	35.1%	1,376	-74.4%	547
TOTALS	884,807	1,794,925	49.2%	867,087	2.0%	1,777,569
Expenditures						
Contractual Services	14,482	14,000	103.4%	14,910	-2.8%	14,910
Fixed Charges	25,355	1,770,304	1.4%	83,880	-69.7%	1,670,633
TOTALS	39,838	1,784,304	2.2%	98,791	-59.6%	1,685,544
CHANGE IN NET ASSETS	844,969	10,621	2.2%	768,295	-59.6%	92,024
FUND BALANCE	1,860,848					1,015,878

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<u>AUXILIARY ENTERPRISES FUND</u>		2012-2013 YTD	2012-2013 Budget	YTD / Budget %	2011-2012 YTD	YTD % Chng fm Prev Yr	2011-2012 Total
Revenues							
Student Tuition and Fees		217,376	240,000	90.5%	230,564	-5.7%	255,492
Sales and Service		15,820	45,500	34.7%	21,107	-25.0%	49,430
Facilities Revenue		52,896	110,000	48.0%	54,886	-3.6%	102,777
Investment Revenue		760	2,000	38.0%	1,677	-54.6%	1,944
Other Revenues		921,654	2,240,450	41.1%	886,236	4.0%	2,298,733
TOTALS		1,208,508	2,637,950	45.8%	1,194,471	1.1%	2,708,376
Expenditures							
Salaries		51,489	132,258	38.9%	51,583	-1%	126,994
Employee Benefits		5,328	10,807	49.3%	6,389	-16.6%	47,112
Contractual Services		817,409	2,367,640	34.5%	1,187,418	-31.1%	2,158,154
General Materials and Supplies		35,232	71,440	49.3%	31,734	11.0%	68,873
Conference & Meeting		19,769	65,183	30.3%	31,110	-36.4%	52,192
Fixed Charges		26,505	18,500	143.2%	15,049	76.1%	15,181
Capital Outlay		312			3,469	-8.0%	3,469
Other Expenditures					339		39
TOTALS		956,045	2,665,828	35.8%	1,327,094	-27.9%	2,472,016
Transfers							
Transfers to Other Funds			110,000				
Transfers From Other Funds			-91,000				
CHANGE IN NET ASSETS		252,463	-46,878		-132,623		236,359
FUND BALANCE		1,553,711					1,301,248

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<u>RESTRICTED PURPOSES FUND</u>	<u>2012-2013</u> <u>YTD</u>	<u>2012-2013</u> <u>Budget</u>	<u>YTD /</u> <u>Budget %</u>	<u>2011-2012</u> <u>YTD</u>	<u>YTD % Chng</u> <u>fm Prev Yr</u>	<u>2011-2012</u> <u>Total</u>
Revenues						
State Governmental Sources	54,898	700,949	7.8%	82,883	-33.7%	956,341
Federal Governmental Sources	2,785,075	5,911,183	47.1%	2,914,321	-4.4%	5,773,888
Investment Revenue	-3,599	30,000	-12.0%	-10,125	-64.4%	11,835
Other Revenues	77,133	188,291	40.9%	108,970	-29.2%	196,039
TOTALS	2,913,507	6,830,423	42.6%	3,096,049	-5.9%	6,938,104
Expenditures						
Salaries	350,987	977,098	35.9%	351,142	%	1,012,125
Employee Benefits	45,619	102,402	44.5%	45,810	-4%	118,569
Contractual Services	25,608	36,780	69.6%	22,271	14.9%	84,221
General Materials and Supplies	31,244	121,892	25.6%	71,972	-56.5%	194,413
Conference & Meeting	12,770	70,422	18.1%	24,328	-47.5%	61,342
Capital Outlay				6,379		21,770
Other Expenditures	2,883,457	5,507,029	52.3%	3,063,675	-5.8%	5,566,236
TOTALS	3,349,686	6,815,623	49.1%	3,585,579	-6.5%	7,058,677
Transfers						
Transfers From Other Funds		-7,000				
CHANGE IN NET ASSETS	-436,179	21,800		-489,530		-120,573
FUND BALANCE	1,986,299					2,422,478

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WORKING CASH FUND

	2012-2013 YTD	2012-2013 Budget	YTD / Budget %	2011-2012 YTD	YTD % Chng fm Prev Yr	2011-2012 Total
Revenues						
Investment Revenue	555	10,000	5.5%	3,027	-81.6%	4,129
TOTALS	555	10,000	5.5%	3,027	-81.6%	4,129
Expenditures						
Investment Revenue						
TOTALS						
Transfers						
Transfers to Other Funds		10,000				
CHANGE IN NET ASSETS	555			3,027		4,129
FUND BALANCE	2,495,000					2,494,445

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<u>TRUST AND AGENCY FUND</u>	<u>2012-2013</u> <u>YTD</u>	<u>2012-2013</u> <u>Budget</u>	<u>YTD /</u> <u>Budget %</u>	<u>2011-2012</u> <u>YTD</u>	<u>YTD % Chng</u> <u>fm Prev Yr</u>	<u>2011-2012</u> <u>Total</u>
Revenues						
Other Revenues	17,693			18,587	-4.8%	66,668
TOTALS	17,693			18,587	-4.8%	66,668
Expenditures						
General Materials and Supplies	-456				0.0%	21
Conference & Meeting				1,030		1,041
Other Expenditures	8,662			12,072	-28.2%	65,784
TOTALS	8,206			13,102	-37.3%	66,847
CHANGE IN NET ASSETS	9,487			5,485	-37.3%	-179
FUND BALANCE	49,666					40,179

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<u>AUDIT FUND</u>	<u>2012-2013</u> <u>YTD</u>	<u>2012-2013</u> <u>Budget</u>	<u>YTD /</u> <u>Budget %</u>	<u>2011-2012</u> <u>YTD</u>	<u>YTD % Chng</u> <u>fm Prev Yr</u>	<u>2011-2012</u> <u>Total</u>
Revenues						
Local Governmental Sources						
Investment Revenue	32,674	65,000	50.2%	31,143	4.9%	64,604
		25	0.0%	7		7
TOTALS	32,674	65,025	50.2%	31,151	4.8%	64,612
Expenditures						
Salaries	2,768	8,957	30.9%	3,483	-20.5%	8,519
Employee Benefits	914	3,105	29.4%	1,321	-30.7%	3,171
Contractual Services	60,305	60,000	100.5%	47,000	28.3%	64,587
TOTALS	63,987	72,062	88.8%	51,804	23.5%	76,278
CHANGE IN NET ASSETS	-31,312	-7,037	88.8%	-20,653	23.5%	-11,666
FUND BALANCE	-41,635					-10,322

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	<u>LIABILITY, PROTECTION & SETTLEMENT</u>		<u>2012-2013</u>		<u>2012-2013</u>	<u>YTD /</u>	<u>2011-2012</u>	<u>YTD % Chng</u>	<u>2011-2012</u>
	<u>YTD</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget %</u>	<u>YTD</u>	<u>fm Prev Yr</u>	<u>Total</u>		
Revenues									
Local Governmental Sources									
Investment Revenue	-25,168	151,000	-16.6%	17,805		722.9%	94,745		
Other Revenues		35,000	0.0%	4,040			44,532		
TOTALS	-25,168	186,000	-13.5%	21,845		215.2%	139,277		
Expenditures									
Salaries	70,162	198,194	35.4%	70,073		.1%	178,219		
Employee Benefits	142,835	380,121	37.5%	168,519		-15.2%	373,791		
Contractual Services	11,114	45,000	24.7%	17,701		-37.2%	41,604		
General Materials and Supplies	4,235	13,100	32.3%	2,042		107.4%	8,058		
Conference & Meeting	23	5,000	.4%			4%	345		
Fixed Charges	41,207	35,000	117.7%	31,166		32.2%	39,044		
Utilities	452	1,500	30.1%	452		0.0%	1,086		
Capital Outlay	5,145								
TOTALS	275,176	677,915	40.5%	289,955		-5.1%	642,151		
CHANGE IN NET ASSETS	-300,344	-491,915	40.5%	-268,110		-5.1%	-502,873		
FUND BALANCE	5,340,412						5,640,757		

Board Policy Review

Board Policies:

Board Policy 117.01 Board Orientation

Board Policy 117.02 Board
Self-Evaluation

117.01 Board Orientation

1. Within a month of seating, the new Board member will be provided with a policy manual. The Chairperson will designate discussion of same in a regularly scheduled Board meeting or in a workshop.
2. The new Board member shall be provided with a glossary of terms and associations.
3. The administration will provide the new member with the opportunity of a tour of the facilities and staff introductions. Previously seated members are to be included if they so desire.
4. Minutes of meetings for the prior six meetings shall be provided by the administration.

117.02 Board Self-Evaluation

At least once each year, the Board shall conduct a self-evaluation.

2/12/79
11/28/94

**Sauk Valley Community College
December 17, 2012**

Action Item 4.1

Topic: **Designation of Financial Advisors**

Presented By: **Dr. George Mihel and Melissa Dye**

Presentation:

Our Insurance Reserve Bond proceeds of \$5.8 million are currently invested through Merrill Lynch Wealth Management. On November 30th they contacted the College stating they would no longer hold these public funds. Therefore, the College would need to find another depository for the funds by the end of the calendar year.

The College recently used PMA Securities, Inc. when issuing Funding Bonds in 2010 and the former treasurer had a very positive experience with this company. PMA Financial Network Inc. provides a fund called the Illinois School District Liquid Asset Fund Plus in which all our current CD's and Governmental Securities would remain as they are now.

Recommendation:

The administration recommends the Board approve the attached resolution allowing participation of the College in the Illinois School District Liquid Asset Fund Plan administered through PMA Financial Networks, Inc.

**RESOLUTION AUTHORIZING OR REAUTHORIZING
PARTICIPATION IN "THE FUND"**

**A RESOLUTION FOR FORMAL APPROVAL OF THE TREASURER'S PARTICIPATION IN THE FUND BY THE BOARD
OF THE SCHOOL DISTRICT OR COMMUNITY COLLEGE ON BEHALF OF WHICH THE TREASURER ACTS**

WHEREAS this Board deems it to be in the best interest of Sauk Valley Community College
(insert name of School District or Community College) to participate in the Illinois School District Liquid Asset Fund Plus (the
"Fund"); and

WHEREAS, this Board deems it to be in the best interest of this school entity for its Treasurer to make use of, from time to time, the Fund
and its programs, including the Multi-Class Series (Liquid Class and MAX Class), Term Series, Fixed Income Investments, and other Fund
services that may be offered by the Trustees of the Fund; and

WHEREAS, this Board deems it to be in the best interest of this school entity for its Treasurer to make use of, from time to time, PMA
Financial Network, Inc., PMA Securities, Inc., Prudent Man Advisors, Inc. and Harris N.A., and/or their successors; and

WHEREAS, various materials regarding the Fund have been presented to this Board, including copies of its Information Statement and
Declaration of Trust,

NOW, THEREFORE, BE IT RESOLVED BY THIS BOARD:

- That the Board authorizes (or reauthorizes) its participation in the Fund by the Treasurer of this school entity; and
- That the Treasurer or those acting on behalf of the Treasurer shall invest the school entity's available funds from time to time and
withdraw such funds from time to time in accordance with the provisions of the Declaration of Trust; and
- That the Treasurer or those acting on behalf of the Treasurer shall make use of, from time to time, Fixed Income Investments
offered by the Fund and which are legal under Illinois investment statutes, including but not limited to 30 ILCS235 and that
which are also permitted by this school entity's investment policy; and
- That monies of this entity may be invested at the discretion of the Treasurer or those acting on behalf of the Treasurer through the
intermediaries PMA Securities, Inc., PMA Financial Network, Inc., and Prudent Man Advisors, Inc. and/or their successors; and
- That the entity may open depository accounts, make permitted investments, enter into wire transfer agreements, safekeeping
agreements, third party surety agreements securing deposits, collateral agreements, letters of credit, and lockbox agreements with
institutions participating in Fund programs including BMO Harris Bank N.A., its successor, or programs of PMA Financial
Network, Inc. and PMA Securities, Inc., and that any depository institutions shall be deemed eligible depositories for District
funds per Illinois School Code Section 8-7. Monies of this entity may be deposited in financial institutions, from time to time in
the discretion of the Authorized Officials, pursuant to the Fixed Income Investment Program available to participants of the Fund
through the intermediaries PMA Financial Network, Inc. and PMA Securities, Inc. PMA Financial Network Inc. and/or PMA
Securities, Inc. are authorized to act on behalf of this school entity as its agent with respect to such accounts and agreements; and
- That the Treasurer or those acting on behalf of the Treasurer may execute documents, financial planning contracts, financial
advisory contracts and other applicable agreements, as necessary, with PMA Financial Network, Inc., PMA Securities, Inc.,
Prudent Man Advisors, Inc., and BMO Harris Bank N.A., and/or their successors. The following individuals, or their successors,
currently holding the office or position are designated as "Authorized Officials" with full power and authority to effectuate the
investment and withdrawal of monies, contracts and agreements on behalf of this school entity.

Name: Melissa M. Dye Position: Treasurer Signature: _____

Name: George Mihel Position: President Signature: _____

Name: _____ Position: _____ Signature: _____

Name: _____ Position: _____ Signature: _____

It is hereby certified that Sauk Valley Community College, the Treasurer of which is
Melissa M. Dye adopted this Resolution at a duly convened meeting of the Board of the entity held
on the 17th day of December, 2012 and that such Resolution is in full force and effect on this date, and that such
Resolution has not been modified, amended, or rescinded since its adoption.

Secretary of the Board

Sauk Valley Community College
December 17, 2012

Action Item 4.2

Topic: Bid Award – 2012 Safety Communications Project

Presented By: Dr. George Mihel and Frank Murphy

Presentation:

In October the Board approved the 2012 Safety Communications Project for funding through the Protection, Health and Safety tax levy. This project will improve the safety of the building occupants in an emergency event by providing a new radio system and radios for security staff and administrators, installing new ADA compliant emergency call boxes and escort radios as well as additional security cameras in the parking lots to provide further security for visitors to the campus.

A bid announcement was placed in the *Dixon Telegraph*, and *Sterling Daily Gazette*. Ten contractors received bid documents. Two bids were received for this project.

Company Name	Location	Bid	
Radio Ranch	Dixon	\$74,980	
Dixon Ottawa Communications	Peoria	\$69,326	Did not meet bid specifications

Recommendation:

The administration recommends the Board approve the bid for the 2012 Safety Communications Project from Radio Ranch in the total amount of \$74,980 to be paid with Protection, Health and Safety funds.