

**SAUK VALLEY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING
MINUTES
July 25, 2016**

The Board of Trustees of Sauk Valley Community College met in regular session at 6:00 p.m. in the Board Room at Sauk Valley Community College, 173 Illinois Route #2, Dixon, Illinois.

Call to Order: Chair Stoller called the meeting to order at 6:00 p.m., and the following members answered roll call:

Lisa Wiersema Dennis P. Fulrath
Robert J. Thompson Margaret Tyne
Ed Andersen
Student Trustee Kelsey Heslop

SVCC Staff: President Dr. David Hellmich
VP of Research, Planning, & Information Affairs Dr. Steve Nunez
VP of Academics and Student Services Dr. Jon Mandrell
Dean of Business Services Melissa Dye
Director of Building and Grounds Frank Murphy
Human Resources Director Kathryn Snow
Foundation Manager Sharri Miller
Administrative Assistant Dana Chacon

Absent: None

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

Board Organizational Change: It was moved by Member Andersen and seconded by Member Fulrath that Board approve the appointment of Scott Stoller as Chair of the Board of Trustees. In a roll call vote, all voted aye. Student Trustee Heslop advisory vote: aye. Motion carried.

It was moved by Member Andersen and seconded by Member Wiersema that the Board approve the appointment of Robert Thompson as Vice Chair of the Board of Trustees. In a roll call Vote, all voted aye. Student Trustee Heslop advisory vote: aye. Motion carried.

President's Report:

Dr. Hellmich provided the following information in his report:

Acknowledgement of Board Member and Former Foundation Board Member

Dr. Hellmich acknowledged that Sauk Valley Community College remembers Chair of the College's Board of Trustees, Andrew J. Bollman. Andrew was a Sauk graduate, local attorney, served as a Student Trustee from 1995-1996 and College Trustee since 2007. The College also remembers Jeffery A. Lovett, who recently passed away. Jeffrey had been a local banker and served on the College Foundation Board from 1997-2001.

Mission Revision

The College Mission statement was adopted by the Board of Trustees in March, 2004. Dr. Steve Nunez provided an overview of the work that has been done to revise the mission statement. The College's OPIC committee has worked on updating the Mission Statement by meeting, holding listening sessions, and getting input from all stakeholders. A draft of the revised mission statement was submitted to the Board. The revised mission statement will be brought back to the Board at the August Board meeting for approval.

Budget Update and Financial Projections

Dr. Hellmich provided updated information on the budget and the financial projects for the next year. The projections were done based on flat enrollment and could change if enrollment goes down. The College is planning adjustments to the FY 2017 budget to account for enrollment changes.

SVCC/YMCA Partnership

The College is finalizing the partnership agreement with the Dixon Family YMCA and the Sterling-Rock Falls YMCA to replace the College's fitness center. There are still some details that need to be worked out between both the Y's and the College. The new fitness center is projected to be operational late fall. The current fitness center will remain open until the new fitness center is complete.

Facilities Planning and Update

Frank Murphy provided a presentation showing the different projects that are being completed. He also explained what projects are on the list to complete over the next few years.

- Reports:
- Student Trustee Report:* Student Trustee Heslop shared that since summer is typically a slower time and there are no activities, there is nothing to report.
- Foundation Report:* Member Tyne provided an update on the Foundation activities. The Foundation held their annual retreat earlier this summer. The Foundation office is working on updating the tracking of financials and donors.
- The Alumni Association hosted an employee alumni event on July 14th from 1-2 p.m. in room 2k2 to recognize the employees who are SVCC Alumni. The employees enjoyed refreshments and were gifted with a red padfolio, notebook and pen.
- ICCTA Report:* Member Stoller shared that Member Tyne has agreed to be the ICCTA representative. Member Thompson also stated that he will attend the sessions when he is able.
- ACCT Report:* Member Stoller shared that the annual meeting will be held in October in New Orleans this year. He stated that in light of the state budget it is not a good time to spend the money to attend.
- Tax Abatement Request- UPM Raflatac, Inc.:
- In September 2010, the College Board approved a 50% tax reduction for ten years for UPM Raflatac, Inc. The resolution was not submitted to the County and therefor the tax abatement never took place. Lee County Industrial Development Association has asked that the College honor it at this time. The administration recommends that the Board approve the tax abatement request as presented. In a roll call vote, all voted aye. Student Trustee Heslop advisory vote, aye. Motion carried.
- Board Policy 603.01 Student Records –Second Reading:
- It was moved by Member Wiersema and seconded by Member Thompson that the Board approve the revised Board Policy 603.01 Student Records as presented for a second reading. In a roll call vote, all voted aye. Student Trustee Heslop advisory vote; aye. Motion carried.
- Board Policy 614.01 Student Activities Including Assembly, Rally, or Demonstration-First Reading:
- It was moved by Member Andersen and seconded by Member Tyne that the Board approve the revised Board Policy 614.01 Student Activities Including Assembly, Rally, or Demonstration as presented for a first reading. In a roll call vote, all voted aye. Student Trustee Heslop advisory vote: aye. Motion carried.

- Board Policy 615.01
Student Motor
Vehicle Parking
Regulation – First
Reading: It was moved by Member Tyne and seconded by Member Thompson that the Board approve the removal of Board Policy 615.01 Student Motor Vehicle Parking Regulation as presented for a first reading. In a roll call vote, all voted aye. Student Trustee Heslop advisory vote: aye. Motion carried.
- Board Policy 613.01
Policy for Posting
Materials – Second
Reading: It was moved by Member Thompson and seconded by Member Wiersema that the Board approve the revised Board Policy 613.01 Policy for Posting Materials as presented for a second reading. In roll call vote, all voted aye. Student Trustee Heslop advisory vote: aye. Motion carried.
- Board Policy 510.01
Travel of College
Personnel: It was moved by Member Tyne and seconded by Member Wiersema that the Board approve the revised Board Policy 510.01 Travel of College Personnel as presented For a fifth reading. In a roll call vote, all voted aye. Student Trustee Heslop advisory vote: aye. Motion carried.
- Faculty Resignation-
HVAC/Electrical: It was moved by Member Andersen and seconded by Member Thompson that the Board accept the resignation of Dr. Chris Carlson effective August 11, 2016. In a roll call vote, all voted aye. Student Trustee Heslop advisory vote: aye. Motion carried.
- 2016-2017 Budget-
Final Reading: It was moved by Member Thompson and seconded by Member Tyne that the board approve the final reading of the FY 2017 Budget as presented. In a roll call vote, all voted aye. Student Trustee Heslop advisory vote: aye. Motion carried.
- Working Cash
Borrowing: It was moved by Member Andersen and seconded by Member Wiersema that the Board approve the resolution for the borrowing of \$2,109,959 from the Working Cash Fund to the Operating Fund if needed. In a roll call vote, all voted aye. Student Trustee Heslop advisory vote: aye. Motion carried.
- Disposal of
Obsolete
Equipment: It was moved by Member Thompson and seconded by Member Wiersema that the Board approve the equipment listed as obsolete to be disposed of in a manner appropriate to the condition of the equipment. In a roll call vote, all voted aye. Student Trustee Heslop advisory vote: aye. Motion carried.
- Bid Award –
2016 Dodge
Caravan Mini Van: It was moved by Member Thompson and seconded by Member Fulrath that the Board approve the bid from Schuler Motors, Inc. for a 2016 Grand Caravan in the amount of \$24,670.00, to be paid from Transportation funds. In a roll call vote, all voted aye. Student Trustee Heslop advisory vote: aye. Motion carried.

Bid Award –
Zero Turn
Lawn Mower:

It was moved by Member Andersen and seconded by Member Thompson that the Board approve the bid from Wilco Rental for a John Deere Zero Turn Lawn Mower in the amount of \$13,602.19, to be paid from Funding Bonds. In a roll call vote, all voted aye. Student Trustee Heslop advisory vote: aye. Motion carried.

Changes to Sauk
Road and East
Parking Lot
Improvements:

It was moved by Member Thompson and seconded by Member Fulrath that the Board approve the changes in the Sauk Road and East Parking Lot Improvements to include Alan Pfiefer Drive for a total of \$247,000 to be paid through working cash borrowing and parking fund. In a roll call vote, all voted aye. Student Trustee Heslop advisory vote: aye. Motion carried.

Closed Session
Minutes Review:

It was moved by Member Thompson and seconded by Member Andersen that the closed session minutes of meetings through December 2014, which have been tape recorded, should be destroyed. It was further moved that the Board, having reviewed its closed session minutes as required by law, keep closed all the minutes that are currently closed, with the exception of the minutes from the August and September 2015 sessions regarding the discussion of Board Policy and the discussion regarding recognition of a former employee held during the February 22, 2016 meeting; which I move be opened to the public. In a roll call vote, all voted aye. Student Trustee Heslop vote, aye. Motion carried.

Adjournment:

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

The meeting adjourned at 7:21 p.m.

Next Meeting:

The next regular meeting of the Board will be at 6:00 p.m. on August 22, 2016 in the Board Room.

Respectfully submitted,

Lisa Wiersema, Secretary