

**BOARD OF TRUSTEES MEETING MINUTES**  
**October 22, 2018**

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

Robert Thompson	Lisa Wiersema
Dennis P. Fulrath	Margaret Tyne
Student Trustee Shkelcim Zeciri	Brian Duncan

Absent: Ed Andersen

SVCC Staff: President, Dr. David Hellmich  
Vice President of Academics and Student Services,  
Dr. Steve Nunez  
Vice President of Business and Facilities, Melissa Dye  
Dean of Intuitional Advancement, Lori Cortez  
Human Resources Director, Kathryn Snow  
Director of Information and Security, Eric Epps  
Director of Small Business Development Center,  
Stacey McCaskill  
Coordinator, Student Activities/Cross-Cultural Services, Ana Salgado  
Executive Assistant, Peggy Eshleman  
Executive Assistant, EmmaLea Bittner

Consent Agenda: It was moved by Member Fulrath and seconded by Member Wiersema that the Board approve the Consent Agenda with the exception of the Treasurer's Report. In a roll call vote, all voted aye. Motion carried.

The Treasurer's Report was discussed, and Member Thompson asked about interest rates. Melissa Dye will send out an RFP on the main checking account. It was moved by Member Thompson and seconded by Member Wiersema to accept the Treasurer's Report. In a roll call vote, all voted aye. Motion carried.

At administration's request, the Freedom of Information Act Officer and Open Meetings Act Designee were reassigned from Dana Chacon to EmmaLea Bittner with Peggy Eshleman to serve as alternate. The Board presented Dana Chacon with a resolution regarding her tenure as the Executive Assistant to the President and Board of Trustees.

President's Report:

Dr. David Hellmich provided the following information in his report:

He recognized the Student Government Association for its efforts thus far in the Fall Semester. SGA is vital to the College because it allows the students to have a say in the important decisions for the campus. Ana Salgado presented the SGA Officers, and they spoke about the various activities they have led.

Reports:

*Student Trustee Report:* Student Trustee Zeciri shared several events that were held recently including: RocktheVote with Alex Fischbach, Pizza with the Prez, Leadership Training, and the Blood Drive. Most of the events were well-attended by students, staff, and community members. Student Trustee Zeciri shared the following upcoming events: Hypnotist-Lizzy the Dream Girl on October 25 and a De-stress Day on November 15.

*Foundation Report:* Dr. Lori Cortez reported DuPont Pioneer provided the Agriculture Program with a \$1,500 gift for a greenhouse on campus. The Sauk Valley College Foundation received a \$50,000 grant from the Timkens Foundation for the Manufacturing Initiative, and the Foundation recently provided nearly \$13,000 in support to the College for Agriculture, Art, and Biology requests. Congresswoman Bustos' legislative aide was on campus for a visit. The *WE Are Sauk* employee-giving campaign is going well with 100% participation from the President's Cabinet and Administration, 81% from Faculty, and 73% from Staff. *Sauk Serves* is a program for full-time employees to be involved in their community outside of work hours. For this semester, 18 employees have participated in ten events through this program. Finally, the Foundation is continuing to examine the implementation of a Promise campaign.

*ICCTA Report:* Member Thompson is awaiting results from a survey and will provide analysis soon.

*ACCT Report:* Member Stoller mentioned the Legislative Summit will be held in Washington DC in February of 2019. Members interested in attending are to contact him or Assistant Bittner.

2018 Audited Financial Statements:	Matt Schuler, CPA, and Josh Faivre, CPA, from Wipfli LLP were present. Matt went through the audit and answered questions. It was moved by Member Thompson and seconded by Member Fulrath that the Board accept the 2018 Audited Financial Statements. In a roll call vote, all voted aye. Student Trustee Zeciri advisory vote: aye. Motion carried.
Administrator Appointment— Director of Facilities:	It was moved by Member Thompson and seconded by Member Duncan that the Board approve the appointment of Mindy Fletcher as the Facilities Director beginning October 1, 2018, at an annual salary of \$55,000. In a roll call vote, all voted aye. Student Trustee Zeciri advisory vote: aye. Motion carried.
Adoption of Resolution Regarding the Intent to Levy Equity Adjustment under Section 3-14.3:	It was moved by Member Duncan and seconded by Member Thompson that the Board adopt the resolution regarding the intent to levy equity adjustment under section 3-14.3. In a roll call vote, Member Stoller, Wiersema, Thompson, Fulrath, Duncan voted aye and Member Tyne voted nay. Student Trustee Zeciri advisory vote: aye. Motion carried.
IncludEd Course Material Fee Recommendation:	It was moved by Member Tyne and seconded by Member Wiersema that the Board approve the IncludEd course material fees, which lower the book fee by incorporating it into tuition and allowing students access to their textbooks at the start of the semester. In a roll call vote, all voted aye. Student Trustee Zeciri advisory vote: aye. Motion carried.
Protection, Health, and Safety Projects 2019:	It was moved by Member Fulrath and seconded by Member Tyne that the Board approve the following projects: Window System Improvement Project budgeted at \$123,000; Electrical Improvement Project budgeted at \$307,000; Security Improvement Project budgeted at \$200,000; Fire System Improvement budgeted at \$180,000; and Underground Fuel Tank Removal Project budgeted at \$50,000. In a roll call vote, all voted aye. Student Trustee Zeciri advisory vote: aye. Motion carried.

Air Handler Replacement  
Project Approval:

It was moved by Member Tyne and seconded by Member Wiersema that the Board approve the adjusted budget for the Air Handler Replacement Project. After an inspection performed on July 31, 2018, it was recommended the hot water tanks be replaced as well. Since this project would be bid on by similar vendors, it was recommended that it be folded into the Air Handler Replacement Project. In addition to replacing the hot water tanks, the College also needs to do an abatement resulting in an increase in the budget. In a roll call vote, all voted aye. Student Trustee advisory vote, aye. Motion carried.

Approval of Closed  
Session Minutes of  
September 24,  
2018:

It was moved by Member Fulrath and seconded by Member Wiersema that the Board approve the closed session minutes from September 24, 2018. In a roll call vote, all voted aye. Student Trustee Zeciri advisory vote, aye. Motion carried.

Closed Session:

It was moved by Member Tyne and seconded by Member Wiersema that the Board move into closed session at 7:03 p.m. In a roll call vote, all voted aye. Student Trustee Zeciri vote: aye. Motion carried.

Closed session concluded at 7:20 p.m.

Adjournment:

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

The meeting adjourned at 7:23 p.m.

Next Meeting:

The next regular meeting of the Board will be in the Board Room at 6:00 p.m. on November 26, 2018.

Respectfully submitted,

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Lisa Wiersema, Secretary