

BOARD OF TRUSTEES MEETING MINUTES
June 28, 2021

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

Brian Duncan	Margaret Tyne (remote)
Lisa Wiersema	Kate Boyle
Danelle Burrs	Sam Ramirez
Student Trustee Caitlin Cheatham	

SVCC Staff: President, Dr. David Hellmich
Vice President of Business Services, Kent Sorenson
Dean of Institutional Advancement, Dr. Lori Cortez
Director of Facilities, Rich Groleau
Human Resources Director, Kathryn Snow
Director of Research and Planning, Joe Strabala-Bright
Executive Assistant, EmmaLea Bittner
Assistant, Peggy Eshleman
Assistant Professor of Agriculture, Kevin Larsen (remote)
Title III Program Assistant, Sheila Buccola (remote)
Senior Graphic Designer and Print Shop Supervisor, Jenny Bumba (remote)
Dean of Student Services, Janet Matheney (remote)
Director of Disability Support Services, Sandra Geiseman (remote)
SVC Foundation Board President, Brenda Reynolds (remote)

Conduct of Public Hearing Concerning the FY 2022 Budget: Chair Thompson opened the floor for public comments; no comments were made. Chair Thompson opened the floor for Board comments; no comments were made. It was moved by Member Wiersema and seconded by Member Boyle that the Board adjourn the public hearing concerning the FY 2022 budget. In a roll call vote, all voted aye. Student Trustee Cheatham advisory vote: aye. Motion carried.

Call to Order: Chair Thompson called the meeting to order at 6:02 p.m., and the following members answered roll call:

Brian Duncan	Margaret Tyne (remote)
Lisa Wiersema	Kate Boyle
Danelle Burrs	Sam Ramirez
Incoming Student Trustee Caitlin Cheatham	

Consent Agenda: It was moved by Member Duncan and seconded by Member Boyle that the Board approve the consent agenda. In a roll call vote, all voted aye. Student Trustee Cheatham advisory vote: aye. Motion carried.

President's Report: Dr. David Hellmich reported that Student Trustee Cheatham and Trustees Burrs and Ramirez have gone through Board orientation. He also shared this would be Assistant Bittner's last meeting due to her being promoted to Impact Program Coordinator and he welcomed Peggy Eshleman, who has been appointed to Assistant to President and Board of Trustees.

Dr. Hellmich acknowledged the passing of Mary Weller, former Associate Professor of Biology. Member Tyne shared fond memories of Mary and credits Mary with her involvement with Sauk. Member Tyne also said that Mary Weller had a significant impact on the healthcare industry as she prepared students to enter the nursing program.

Dr. Hellmich introduced Joe Strabala-Bright, who provided an update on the FY 2022 Summer enrollment. Summer data show headcount is up from the previous summer by 0.2% while total credit hours are down by 9.0%. Although enrollment is down, numbers are better than some peer colleges, who are seeing a decrease of as much as 20%.

Dr. Hellmich asked Joe Strabala-Bright to share graduate data. The College awarded 222 associate degrees, 278 career-technical certificates, and 126 GECC credentials.

Reports / Comments from Board Members: *Student Trustee Report:* Student Trustee Cheatham shared the SGA is planning events for the upcoming semester.

Foundation Report: Dr. Lori Cortez noted that the Foundation was awarded the largest ever gift of \$1,000,000 to be used for a pilot of the Impact Program in Fulton and Prophetstown. Since 2015, the Foundation has more than doubled its assets from \$3.3 million to \$6.8 million in 2021. The most recent donors to the Impact Program are Ed and Jan Andersen and the Morrison Rotary Club.

ICCTA Report: Chair Thompson shared that he, along with Members Burrs and Tyne, attended Trustee training in Bloomington on June 4. He shared details from the ICCTA June meeting. The executive committee is planning a retreat in August. Executive Director, Jim Reed, will be coming to facilitate Sauk's Board retreat in September.

Comments from Board Members:

Member Wiersema asked for an update on the solar project. Rich Groleau stated the construction is complete, and the College is awaiting an inspection from Com Ed.

Administrator Retirement – Dean of Student Services:

It was moved by Member Wiersema and seconded by Chair Thompson the Board accept the retirement of Janet Matheney effective May 1, 2022. In a roll call vote, all voted aye. Student Trustee Cheatham advisory vote: aye. Motion carried.

Administrator Appointments:

It was moved by Member Duncan and seconded by Member Boyle the Board approve the appointment of Sandra Geiseman for the 2021-2022 academic year as the Director of Disability Support Services at an annual salary of \$67,475 and Brenda Helms as the Director of Business Training and Community Education at an annual salary of \$65,499. In a roll call vote, all voted aye. Student Trustee Cheatham advisory vote: aye. Motion carried.

Staff Raises for FY 2022:

It was moved by Member Boyle and seconded by Member Wiersema the Board approve step increases for eligible staff for FY 2022 effective June 28, 2021, as well as a 1% cost-of-living adjustment for the FY 2022 staff salary schedule effective June 28, 2021. In a roll call vote, all voted aye. Student Trustee Cheatham advisory vote: aye. Motion carried.

President's Contract:

It was moved by Member Boyle and seconded by Member Wiersema the President's pay be increased 1% for FY 2022, which is the same cost-of-living adjustment received by staff. In a roll call vote, all voted aye. Student Trustee Cheatham advisory vote: aye. Motion carried.

RESOLUTION providing for the issue of not to exceed \$4,750,000 General Obligation Bonds, Series 2021A, of Community College District No. 506, Counties of Whiteside, Lee, Carroll, Ogle, Bureau and Henry and State of Illinois, for the purpose of paying claims against said Community College District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof:

It was moved by Member Tyne and seconded by Member Wiersema the Board approve the RESOLUTION providing for the issue of not to exceed \$4,750,000 General Obligation Bonds, Series 2021A, of Community College District No. 506, Counties of Whiteside, Lee, Carroll, Ogle, Bureau and Henry and State of Illinois, for the purpose of paying claims against said Community College District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof. In a roll call vote, all voted aye. Student Trustee Cheatham advisory vote: aye. Motion carried.

RESOLUTION adopting a disclosure compliance policy of Community College District No 506, Counties of Whiteside, Lee, Carroll, Ogle, Bureau and Henry and State of Illinois:

It was moved by Chair Thompson and seconded by Member Boyle the Board approve the RESOLUTION adopting a disclosure compliance policy of Community College District No 506, Counties of Whiteside, Lee, Carroll, Ogle, Bureau and Henry and State of Illinois. In a roll call vote, all voted aye. Student Trustee Cheatham advisory vote: aye. Motion carried.

Approval of Trust Agreement for Capital Development Board Project Funds:

It was moved by Member Boyle and seconded by Member Burrs the Board approve the attached Trust Agreement with the Capital Development Board for the development and execution of the proposed project using available local funds to establish the trust account. In a roll call vote, all voted aye. Student Trustee Cheatham advisory vote: aye. Motion carried.

Purchase Approval –
John Deere Tractor:

It was moved by Member Duncan and seconded by Member Boyle the Board approve the purchase of the 2018 John Deere 6145M Cab Tractor from Prairie State Tractor LLC of Dixon, Illinois for \$106,600 to be paid from \$25,000 of restricted grant funds and \$86,600 of restricted debt certificate proceeds. Member Duncan asked if the College sought a bid other than the John Deere Tractor. Kevin Larsen said he had and explained the bid process and how he looked for the same make and model of tractor. Member Wiersema asked if a mower or a batwing could be attached to this tractor. Kevin affirmed both a mower and batwing could be attached. Member Tyne asked if the College were able to negotiate the price. Kevin said Prairie State Tractor, LLC, of Dixon, worked with the College to provide a fair price. In a roll call vote, all voted aye. Student Trustee Cheatham advisory vote: aye. Motion carried.

Contract Approval –
Online Course Review
Consultant:

It was moved by Member Duncan and seconded by Member Burrs the Board approve the professional services contract to Dr. Leanda Schaeffer Hemphill in the amount of \$62,920 to be paid from federal HEERF Institutional Portion grant funds. Member Duncan asked what Dr. Schaeffer's role would be for online courses. Dr. Hellmich stated that she is not a content expert, but she would be reviewing how effective our online interactions are. Chair Thompson and Student Trustee Cheatham expressed how much of a need this is. In a roll call vote, all voted aye. Student Trustee Cheatham advisory vote: aye. Motion carried.

Contract Approval –
Professional Services:

It was moved by Chair Thompson and seconded by Member Wiersema the Board approve the professional services contract for the development of the Impact Program App to ChopDawg Studios, Inc. of Philadelphia, Pennsylvania for \$87,500 to be funded with a \$60,000 contribution from the Sauk Valley College Foundation and \$27,500 of restricted debt certificate proceeds. In a roll call vote, all voted aye. Student Trustee Cheatham advisory vote: aye. Motion carried.

IT Equipment and
Implementation Proposal:

It was moved by Member Tyne and seconded by Member Burrs the Board approve the proposal from Conference Technologies, Inc. for the amount of \$121,859 and CDW-G for the amount of \$152,162 to be paid from federal HEERF Institutional Portion grant funds and restricted use bond proceeds. In a roll call vote, all voted aye. Student Trustee Cheatham advisory vote: aye. Motion carried.

Software Purchase
Approval:

It was moved by Member Wiersema and seconded by Member Duncan the Board approve year-two contract for CampusLogic for \$35,107 to be funded with restricted grant funds. Member Tyne asked if the \$35,107 is per year. Kent Sorenson said yes. In a roll call vote, all voted aye. Student Trustee Cheatham advisory vote: aye. Motion carried.

ICCB RAMP 2022:

It was moved by Member Duncan and seconded by Chair Thompson the Board adopt the attached resolution approving the attached RAMP projects and committing estimated local funds if a project is selected for State funding. In a roll call vote, all voted aye. Student Trustee Cheatham advisory vote: aye. Motion carried.

Requests to Serve
Alcohol:

It was moved by Member Wiersema and seconded by Member Burrs the Board approve serving alcohol on August 19, 2021, as part of the SVCC/Tri-Chamber Business After Hours event and for the Rendezvous Arts partnership with the Dixon Chamber and Main Street and the Dixon Historic Theater on December 9, 2021, and March 24, 2022. In a roll call vote, all voted aye. Student Trustee Cheatham advisory vote: aye. Motion carried.

Closed Session:

It was moved by Member Burrs and seconded by Member Wiersema to move into closed session at 6:55 p.m. due to 5 ILCS 120/2(c)(1), (2), & (21) – Appointment, employment, compensation, discipline, performance or dismissal of a specific employee of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity; Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees; and Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. In a roll call vote, all voted aye. Student Trustee Cheatham advisory vote: aye. Motion carried. Closed Session began at 6:55 p.m.

Closed Session concluded at 7:26 p.m.

Approval of Closed
Session Minutes from
May 24, 2021:

It was moved by Member Boyle and seconded by Member Ramirez the Board approve the closed session minutes from 05/24/2021. In a roll call vote, all voted aye. Student Trustee Cheatham advisory vote: aye. Motion carried.

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

The meeting adjourned at 7:27 p.m.

Next Meeting: The next regular meeting of the Board will be in the Board Room at 6:00 p.m. on July 26, 2021.

Respectfully submitted,

Margaret Tyne, Secretary