

**BOARD OF TRUSTEES MEETING MINUTES**  
**April 21, 2025**

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

Brian Duncan	Danelle Burrs
Margaret Tyne	Sam Ramirez
Lisa Wiersema	Tom Demmer
Outgoing Student Trustee, James Curl	Incoming Student Trustee, Madison Krum

SVCC Staff: President, Dr. David Hellmich  
Vice President of Academics and Student Services, Dr. Jon Mandrell  
Vice President of Advancement, Dr. Lori Cortez  
Vice President of Business Services, Kent Sorenson  
Director of Human Resources, Kathryn Snow  
Dean of Information Technology, Kathy Dirks  
Director of Research and Planning, Aaron Roe  
Board Assistant, Peggy Eshleman  
Dean of Transfer Programs and Academic Services, Dr. Patrice Hess  
Professor of English Language Arts, Dr. Odile Blazquez  
Professor of Mathematics, Dr. Scott VanZuiden  
Professor of Psychology, Dr. Amy Jakobsen  
Professor of Radiologic Technology, Maggie Young  
Professor of Sociology, Dr. Isaac Newman  
Professor of Mathematics, Carrie Conderman

Guests: George Howe, Shaw Media  
Russ Damhoff  
Phil Conderman

Election Certification: Chair Thompson read the election results of the April 1, 2025, consolidated election from the Lee County Clerk and Recorder. Danelle Burrs and Tom Demmer were elected to six-year terms. Brian Duncan was elected to a two-year unexpired term. It was moved by Member Duncan and seconded by Member Tyne that the election results be accepted. In a roll call vote, all voted aye. Student Trustees Curl and Krum advisory vote: aye. Motion carried.

Election of Officers: Dr. David Hellmich announced that the floor was open for nominations for Chair of the Sauk Valley Community College Board of Trustees.

Chair:	It was moved by Member Duncan and seconded by Member Tyne that Robert Thompson be nominated as Chair for the Board of Trustees. There were no other nominations. In a roll call vote, all voted aye. Student Trustees Curl and Krum advisory vote: aye. Motion carried.
Vice Chair:	It was moved by Member Tyne and seconded by Member Wiersema that Brian Duncan be nominated as Vice Chair for the Board of Trustees. There were no other nominations. In a roll call vote, all voted aye. Student Trustees Curl and Krum advisory vote: aye. Motion carried.
Secretary:	It was moved by Member Burrs and seconded by Member Ramirez that Margaret Tyne be nominated as Secretary for the Board of Trustees. There were no other nominations. In a roll call vote, all voted aye. Student Trustees Curl and Krum advisory vote: aye. Motion carried.
College Treasurer:	It was moved by Member Demmer and seconded by Member Ramirez that Kent Sorenson be appointed to continue in his role as College Treasurer. In a roll call vote, all voted aye. Student Trustees Curl and Krum advisory vote: aye. Motion carried.
Appointment of Legal Counsel:	It was moved by Member Demmer and seconded by Member Burrs that Ward, Murray, Pace and Johnson P.C. continue in the role of legal counsel. In a roll call vote, all voted aye. Student Trustees Curl and Krum advisory vote: aye. Motion carried.
Appointment of Foundation Liaison:	It was moved by Member Duncan and seconded by Member Ramirez that Margaret Tyne be appointed as the Foundation Liaison. There were no other nominations. In a roll call vote, all voted aye. Student Trustees Curl and Krum advisory vote: aye. Motion carried.
Appointment of ICCTA Representative:	It was moved by Member Duncan and seconded by Member Tyne that Robert Thompson be appointed as the ICCTA Representative. There were no other nominations. In a roll call vote, all voted aye. Student Trustees Curl and Krum advisory vote: aye. Motion carried. Trustee Tyne will act as alternate representative.
Designation of Depositories for Funds:	It was moved by Member Wiersema and seconded by Member Duncan that all banks and savings and loans in the district and the Illinois Funds (formerly called the Illinois Public Treasurers Investment Pool) be approved as legal depositories for college funds. In a roll call vote, all voted aye. Student Trustees Curl and Krum advisory vote: aye. Motion carried.

Determination of Meeting Dates and Times:	It was moved by Member Tyne and seconded by Member Duncan that the Board approve the meeting dates and times as presented. In a roll call vote, all voted aye. Student Trustees Curl and Krum advisory vote: aye. Motion carried.
Consent Agenda:	It was moved by Member Duncan and seconded by Member Demmer the Board approve the consent agenda. In a roll call vote, all voted aye. Student Trustees Curl and Krum advisory vote: aye. Motion carried.
President's Report:	<p>Dr. Hellmich acknowledged Frank E. Palumbo, who passed away on March 17. Frank had been an Associate Professor of Physical Education from 1966 to 1993. He became SVCC's first Athletic Director and was assigned to coaching duties in basketball, baseball, swimming, and track. Frank received his Bachelor of Science from Springfield College in Physical Education and Biology. He earned his Master of Science from Indiana University in Physical Education and Health Education in August of 1959. Russ Damhoff spoke about Frank as well, sharing many anecdotes and stories.</p> <p>Chair Thompson recognized Student Trustee James Curl, acknowledging his achievements while at Sauk, and thanking him for his service this past year on the Board of Trustees.</p> <p>Dr. Hellmich recognized the faculty and staff members who are retiring this spring as well as the faculty members recently promoted and those achieving tenure. Dr. Jon Mandrell spoke briefly of the individuals, commenting on their achievements and successes and thanking all of them for their past and continued work with our students.</p>
Reports/Comments from Board Members and the SVC Foundation:	<p>Student Trustee James Curl reported on recent activities including a post-spring break get-together, Comedian/Magician Tyler Korso's performance on March 26, the successful blood drive on March 31, and the <i>Care &amp; Community</i> event on April 2. James introduced Madison Krum as the next Student Trustee. He finished with a preview of upcoming end-of-semester events.</p> <p>Dr. Lori Cortez reported on the most recent points of pride – the record sign-ups for the <i>Impact</i> Program, the Five-Star Award earned by PTK, and the PTK administrator award given to Dr. Jon Mandrell.</p> <p>She thanked everyone who voted for the <i>Impact</i> Program in the Sterling Federal Bank Charity Challenge and announced that \$10,000 was awarded to the program.</p>

Lori announced the net profit realized from the *Chocolate Rendezvous* was \$38,000; she concluded by congratulating foundation board member, Dr. Kelly Mandrell, who was nominated for and chosen as the winner of the YWCA Crete Dillon Bowman award.

Trustee Wiersema gave accolades to Brenda Helms and Kathy Sotelo on their professionalism in handling the recent bus trip to Chicago where a group of folks saw *Moulin Rouge*.

Chair Thompson reported on the upcoming ICCTA officer selection and interviews on May 6 on Lobby Day.

Board Policy 117.01  
*Board Orientation* –  
Second Reading:

It was moved by Member Wiersema and seconded by Member Ramirez the Board approve the revisions to *117.01 Board Orientation* as presented for a second reading. In a roll call vote, all voted aye. Student Trustees Curl and Krum advisory vote: aye. Motion carried.

Board Policy 403.01  
*Affirmative Action and Non-Discrimination in Equal Opportunity in Employment and Student Relations* – Second Reading:

It was moved by Member Duncan and seconded by Member Tyne the Board approve the revisions to Board Policy 403.01 *Affirmative Action and Non-Discrimination in Equal Opportunity in Employment and Student Relations* as presented for a second reading. In a roll call vote, all voted aye. Student Trustees Curl and Krum advisory vote: aye. Motion carried.

FY26 Administrative Appointment  
Recommendations:

It was moved by Member Demmer and seconded by Member Burrs the Board approve the administrator appointments for the indicated periods. In a roll call vote, all voted aye. Student Trustees Curl and Krum advisory vote: aye. Motion carried.

FY26 Staff Increases:

It was moved by Member Tyne and seconded by Member Ramirez the Board approve step increases for eligible staff effective June 23, 2025; a 2% market adjustment to the FY2026 salary schedule; and a base wage increase to \$17.00 per hour for employees earning below that threshold. In a roll call vote, all voted aye. Student Trustees Curl and Krum advisory vote: aye. Motion carried.

Faculty Appointment –  
English and Language Arts:

It was moved by Member Ramirez and seconded by Member Duncan the Board approve the appointment of Jennifer Talbot as a Professor II of English beginning August 8, 2025 at an annual base salary of \$82,327.35. In a roll call vote, all voted aye. Student Trustees Curl and Krum advisory vote: aye. Motion carried.

Faculty Retirement – English / History:	It was moved by Member Tyne with thanks and regret and seconded by Member Wiersema the Board approve the retirement of Richard Eichman as a Professor of English and History effective June 1, 2026. In a roll call vote, all voted aye. Student Trustees Curl and Krum advisory vote: aye. Motion carried.
Faculty Retirement – Radiologic Technology:	It was moved by Member Duncan and seconded by Member Wiersema the Board approve the retirement of Dianna Brevitt as a Professor of Radiologic Technology effective July 31, 2026. In a roll call vote, all voted aye. Student Trustees Curl and Krum advisory vote: aye. Motion carried.
Appointment of College Auditor for Fiscal Year 2026:	It was moved by Member Ramirez seconded by Member Burrs the Board retain Wipfli, LLP to perform the College’s annual audit for fiscal year 2025. In a roll call vote, all voted aye. Student Trustees Curl and Krum advisory vote: aye. Motion carried.
Approval of Contract for HR Recruitment and Referencing Services:	It was moved by Member Duncan and seconded by Member Demmer the Board approve the Recruiting and Referencing Project Agreement with Pauly Group, Inc. in the amount of \$36,000, with additional costs authorized as outlined in the agreement for extended services, if necessary. In a roll call vote, all voted aye. Student Trustees Curl and Krum advisory vote: aye. Motion carried.
Fee Proposal – Automation System for 2 <sup>nd</sup> Floor Renovation:	It was moved by Member Wiersema and seconded by Member Demmer the Board approve the proposal from Baker Group of Ankeny, Iowa in the amount of \$292,815, plus a 10% contingency, for a total amount not to exceed \$322,097, to be paid from restricted use Funding Bond Proceeds. In a roll call vote, all voted aye. Student Trustees Curl and Krum advisory vote: aye. Motion carried.
Purchase Approval – 2 <sup>nd</sup> Floor Renovation and Library Furniture:	It was moved by Member Ramirez and seconded by Member Tyne the Board approve the purchase contract from SBM Business Equipment Center of Sterling, Illinois and HON of Muscatine, Iowa with a total amount of \$123,058.12 to be paid from restricted use Funding Bond Proceeds. In a roll call vote, all voted aye. Student Trustees Curl and Krum advisory vote: aye. Motion carried.
Addition / Deletion of Programs:	It was moved by Member Tyne and seconded by Member Burrs the Board approve the additions and deletions of certificates and degrees as presented. In a roll call vote, all voted aye. Student Trustees Curl and Krum advisory vote: aye. Motion carried.

Destruction of Closed  
Session Recordings:

It was moved by Member Wiersema and seconded by Member Duncan the Board approve the destruction of closed session minutes recordings dated between July 25, 2022, and October 23, 2023. In a roll call vote, all voted aye. Student Trustees Curl and Krum advisory vote: aye. Motion carried.

Adjournment:

Since the scheduled business was completed, it was moved by Member Demmer and seconded by Member Burrs the Board adjourn. In a roll call vote, all voted aye. Student Trustees Curl and Krum advisory vote: aye. Motion carried.

Meeting adjourned at 7:13 p.m.

Next meeting:

The next regular meeting of the Board will be at 6:00 p.m. on Monday, May 19, 2025, in the Riverview Conference Room.

Respectfully submitted,

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Margaret Tyne, Secretary