



KANKAKEE COMMUNITY COLLEGE
District 520

January 10, 2022

A meeting of the Board of Trustees of Kankakee Community College, District 520, was called to order by Chair Hove at 5:00pm in the Board Room (L241) of the Riverfront campus. Those physically in attendance were:

Mr. Brad Hove, Chair
Mr. Todd Widholm, Vice Chair
Mrs. Catherine Boicken, Secretary
Mr. Jerald Hoekstra
Mr. Patrick Martin
Mr. Michael Proctor
Ms. Samaria Rosenthal, Student Trustee

Also attending in person were:

Dr. Michael Boyd, President
Ms. Claire Chaplinski, Attorney
Administrative Staff

There was no public comment. There were no amendments or changes to the published agenda.

APPROVAL OF MINUTES

The Recording Secretary presented the Minutes from the December 14, 2021 Board meeting for approval. Motion was made by Mrs. Boicken and seconded by Mr. Widholm to approve the minutes as presented. On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Proctor, Widholm, Hove
Motion Carried

APPROVAL OF CONSENT AGENDA ITEMS (* indicates Consent Agenda Item)

The consent agenda items were presented for approval. Motion was made by Mr. Proctor and seconded by Mr. Martin to approve the January 10, 2022 Consent Agenda Action Items 1-3 as follows:

***APPROVAL OF 1D PROGRAM PARTICIPANT**

The administration recommended the Board approve the 1D program participant as presented.

***APPROVAL OF TUITION/COURSE REIMBURSEMENTS**

The administration recommended the Board approve the tuition/course reimbursements as presented.

***APPROVAL OF REQUEST FOR BIDS**

The administration recommended the Board approve the solicitation of bids for West Campus Building #5 renovations, West Campus parking lot and West Campus sidewalks.

On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Proctor, Widholm, Hove
Motion Carried

APPROVAL OF CONTRACT AWARD

The administration recommended the Board approve awarding the bid for a John Deere tractor to Arends Hogan Walker in the amount of \$30,485. Motion was made by Mr. Martin and seconded by Mr. Hoekstra to approve the contract as presented. On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Proctor, Widholm, Hove
Motion Carried

APPROVAL TO PROCEED WITH ARCHITECTURAL SERVICES FOR EVALUATION OF THE ART & SCIENCE BUILDING

The administration recommended the Board approve the proposal from Carlile Group to provide architectural services in the amount of \$21,275 for evaluation of the Art & Science Building. The proposal will include a comprehensive report including all recommendations and next steps and will be funded with the Protection, Health and Safety tax levy. Motion was made by Mr. Widholm and seconded by Mr. Martin to approve the proposal as presented. On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Proctor, Widholm, Hove
Motion Carried

APPROVAL OF CATHOLIC CHARITIES DIOCESE OF JOLIET LEASE AGREEMENT

The administration recommended the Board approve an agreement with Catholic Charities Diocese of Joliet to lease West Campus Building #5 for the period July 1, 2022 through June 30, 2027. The Board was provided with annual rental revenue, annual leasehold improvement revenue and total annual revenue for the five years. Motion was made by Mr. Hoekstra and seconded by Mr. Widholm to approve the lease agreement as presented. On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Proctor, Widholm, Hove
Motion Carried

APPROVAL AND ADOPTION OF KCC BOARD OF TRUSTEES POLICY MANUAL

The administration recommended the Board approve and adopt the KCC Board of Trustees Policy Manual as presented for a second reading. Revisions to the manual were accepted as a first reading at the December 14, 2021 Board of Trustees meeting. Motion was made by Mrs. Boicken and seconded by Mr. Proctor to approve and adopt the KCC Board of Trustees Policy Manual, effective January 11, 2022. On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Proctor, Widholm, Hove
Motion Carried

APPROVAL AND ADOPTION OF KCC FOUNDATION BYLAWS

The administration recommended the Board approve and adopt the KCC Foundation Bylaws as presented for a second reading. The bylaws were accepted as a first reading at the December 14, 2021 Board of Trustees meeting. Motion was made by Mr. Proctor and seconded by Mr. Martin to approve and adopt the KCC Foundation Bylaws, effective January 11, 2022. On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Proctor, Widholm, Hove
Motion Carried

INFORMATION

Dr. Boyd gave his report to the Board. Today is the first day of spring semester classes; census day report will be shared with the Board at the February meeting. The Center for Disease Control (CDC) updated its quarantine guidelines (5 days instead of 10 days), and the college is in alignment with those recommendations. Dr. Boyd thanked the IT department for its pro-active response of tracking employee vaccine records in compliance with OSHA. The deadline to use federal ARP grant funds was extended to May 2023. In the past year, over 25% of college employees are either new to the college or new to their role. Administration decided the time was right to reinstitute the Leadership Development Program (LDP), and a new cohort will begin in May.

SBOT Rosenthal gave her report to the Board. Welcome Week activities and Club Rush are underway. Student feedback from Spill the Tea with the Trustee will be compiled and shared with President's Cabinet. Student trustee applications for FY23 will be available soon. Black History Month will be celebrated in February.

APPROVAL OF FINANCIAL REPORTS (subject to audit)

The administration presented the Reconciled Cash Report for November 30, 2021 and the Investment and Financial Summary Report for December 31, 2021. Motion was made by Mrs. Boicken and seconded by Mr. Hoekstra to accept the Reconciled Cash Report and Investment and Financial Summary Report subject to audit. On roll call, the vote was:

AYES: Boicken, Hoekstra, Proctor, Widholm, Hove
ABSTAIN: Martin

APPROVAL OF BILL SUMMARY AND TRAVEL PAYMENTS

Bills totaling \$4,471,164.92, four (4) purchase order requisitions over \$10,000, and one (1) special bill in the amount of \$226.00 were presented for Board review. Motion was made by Mr. Hoekstra and seconded by Ms. Boicken to approve the bill summary and payments as presented. On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Proctor, Widholm, Hove
Motion Carried

The Board was scheduled to go into closed session for the purposes of discussing matters of personnel and probable or pending litigation pursuant to Sections 2-c-1 and 2-c-11 of the Illinois Open Meetings Act. Motion was made by Mr. Martin and seconded by Mr. Widholm to convene to closed session. On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Proctor, Widholm, Hove
Motion Carried

The Board went into closed session at 5:28 pm. The Board returned at 5:50 pm. Motion was made by Mr. Hoekstra and seconded by Mrs. Boicken to reconvene the Board meeting. On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Proctor, Widholm, Hove
Motion Carried

MATTERS OF PERSONNEL

The Board reviewed matters of personnel presented in closed session. Motion was made by Mr. Widholm and seconded by Mr. Martin to approve Matters of Personnel Items 1-4 as presented and recommended by the administration and enumerated below:

- (1) Approval of Employment Matters
- (2) Approval of Student Employment Matters
- (3) Approval for Payroll and Payment Authorizations to Dislocated Worker Participant in WIOA Work Experience Program in Livingston County
- (4) Approval of Continuing Education and Career Services Contracts

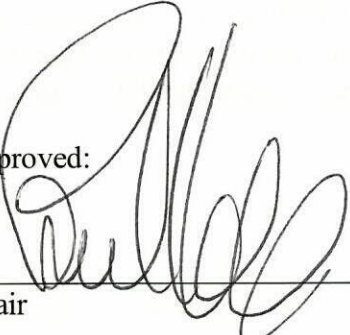
On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Proctor, Widholm, Hove
Motion Carried

ADJOURNMENT

There being no further business to come before the Board, motion to adjourn the Board Meeting at 5:51 pm was made by Mr. Widholm and seconded by Mr. Proctor. On roll call, the vote was:

AYES: Boicken, Hoekstra, Martin, Proctor, Widholm, Hove
Motion Carried

Approved: 

Chair

Respectfully submitted,

Karen Slager, Recording Secretary



Secretary