



KANKAKEE COMMUNITY COLLEGE  
District 520

January 8, 2024

---

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

Mr. William Orr, Chair *pro tem*  
 Mr. Michael Proctor, Secretary  
 Mr. Jerald Hoekstra  
 Mr. Patrick Martin  
 Ms. Jennifer Bustos, Student Trustee

Also attending in person were:  
 Dr. Michael Boyd, President  
 Ms. Claire Chaplinski, Attorney  
 Administrative Staff

**APPOINTMENT OF A CHAIR *PRO TEM***

In the absence of Chair Boicken at said meeting, a Chair *pro tem* was needed. Motion was made by Mr. Martin and seconded by Mr. Hoekstra to name Bill Orr as Chair *pro tem* for the January 8, 2024 Board of Trustees meeting. On roll call, the vote was:

AYES: Hoekstra, Martin, Orr, Proctor  
 Motion Carried

There was no public comment. There was one change to the published agenda: Appointment of a Chair *pro tem* was added due to Chair Boicken's absence.

**BOARD PRESENTATION**

VP Purcell introduced the following Enrollment Services staff, who gave a student recruitment strategies presentation: Michelle Hasik, Michael Brown and Lauren Rybolt.

**APPROVAL OF MINUTES**

The recording secretary presented the minutes from the December 12, 2023 Board meeting for approval. Motion was made by Mr. Hoekstra and seconded by Mr. Proctor to approve the minutes as presented. On roll call, the vote was:

AYES: Hoekstra, Martin, Proctor, Orr  
 Motion Carried

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

The consent agenda items were presented for approval. Motion was made by Mr. Hoekstra and seconded by Mr. Martin to approve the January 8, 2024 Consent Agenda Action Items 1-3 as follows:

**\*APPROVAL OF 1A AND 1D PROGRAM PARTICIPANTS**

The administration recommended the Board approve the 1A and 1D program participants as presented.

**\*APPROVAL OF TUITION/COURSE REIMBURSEMENT**

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

**\*APPROVAL TO ACCEPT GRANT AWARD**

The administration recommended the Board approve acceptance of the ICCB's Rev Up EV Community College Initiative (Electric Vehicle Technology Grant) award in the amount of \$475,000.

On roll call, the vote was:

AYES: Hoekstra, Martin, Proctor, Orr

Motion Carried

**APPROVAL OF REQUEST TO PURCHASE COMPUTERS FROM APPLE AND DELL DIRECT**

The administration recommended the Board approve the purchase of computers from Dell Direct and Apple Computers in an amount not to exceed \$140,000. Motion was made by Mr. Hoekstra and seconded by Mr. Martin to approve the computer purchase as presented. On roll call, the vote was:

AYES: Hoekstra, Martin, Proctor, Orr

Motion Carried

**APPROVAL AND ADOPTION OF KCC BOARD OF TRUSTEES POLICY MANUAL**

The administration recommended the Board approve as a second reading and adopt the KCC Board of Trustees Policy Manual as presented under separate cover. Revisions to the manual were accepted as a first reading at the December 12, 2023 Board of Trustees meeting. Motion was made by Mr. Hoekstra and seconded by Mr. Proctor to approve and adopt the KCC Board of Trustees Policy Manual, effective January 8, 2024. On roll call, the vote was:

AYES: Hoekstra, Martin, Proctor, Orr

Motion Carried

**APPROVAL OF REVISED 2024 BOARD OF TRUSTEES PUBLIC MEETING NOTICE**

The administration recommended the Board approve the revised 2024 Board of Trustees Public Meeting Schedule Notice, pursuant to 5 ILCS 120/2.03. The 2024 Board meeting dates were changed to the third Tuesday of every month except as noted and are as follows: February 20, Monday, March 11, April 16, May 21, June 18, July 16, August 20, September 17, October 15, November 19, and December 17. The notice will be posted on the college's website and in the Miner Memorial Library. Motion was made by Mr. Martin and seconded by Mr. Hoekstra to approve the revised 2024 Board meeting schedule as presented. On roll call, the vote was:

AYES: Hoekstra, Martin, Proctor, Orr

Motion Carried

**INFORMATION**

Dr. Boyd gave his report to the Board. Students were back on campus today for the first day of spring semester classes. Four VPAA candidates will be on campus over the next two weeks. The Decennial Committee will convene prior to the February 20 board meeting.

Student Trustee Bustos gave her report to the Board. She shared a calendar of upcoming Student Life events, which includes a Resource Fair and Black History Month activities.

**APPROVAL OF SHORT-TERM INVESTMENTS**

The administration presented short-term investments with First Financial Bank totaling \$11,500,000 and with Illinois Funds totaling \$5,000,000. Motion was made by Mr. Proctor and seconded by Mr. Hoekstra to approve the investments as presented. On roll call, the vote was:

AYES: Hoekstra, Proctor, Orr

ABSTAIN: Martin

Motion Carried

**APPROVAL OF FINANCIAL REPORTS (subject to audit)**

The administration presented the Reconciled Cash Report for November 30, 2023 and the Investment and Financial Summary Report for December 31, 2023. Motion was made by Mr. Hoekstra and seconded by Mr. Proctor to accept the Reconciled Cash Report and Investment and Financial Summary Report subject to audit. On roll call, the vote was:

AYES: Hoekstra, Martin, Proctor, Orr

Motion Carried

**APPROVAL OF BILL SUMMARY AND TRAVEL PAYMENTS**

A walk-in item for a revised POs over \$10K was brought to the trustees. Bills totaling \$3,080,557.76, seven (7) purchase order requisitions over \$10,000, and three (3) special bills totaling \$16,559 were presented for Board review. Motion was made by Mr. Martin and seconded by Mr. Proctor to approve the bill summary and payments as presented. On roll call, the vote was:

AYES: Hoekstra, Martin, Proctor, Orr

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. Hoekstra to convene to closed session. On roll call, the vote was:

AYES: Hoekstra, Martin, Proctor, Orr

Motion Carried

The Board went into closed session at 5:35 pm. The Board returned at 6:00 pm. Motion was made by Mr. Hoekstra and seconded by Mr. Proctor to reconvene the Board meeting. On roll call, the vote was:

AYES: Hoekstra, Martin, Proctor, Orr

Motion Carried

**MATTERS OF PERSONNEL**

The Board reviewed matters of personnel presented in closed session. Motion was made by Mr. Martin and seconded by Mr. Proctor to approve Matters of Personnel Items 1-2 as presented and recommended by the administration and enumerated below:

- (1) Approval of Employment Matters
- (2) Approval of Continuing Education and Business Partnership Contracts

On roll call, the vote was:

AYES: Hoekstra, Martin, Proctor, Orr  
Motion Carried

**ADJOURNMENT**

There being no further business to come before the Board, motion to adjourn the Board meeting at 6:02 pm was made by Mr. Hoekstra and seconded by Mr. Martin. On roll call, the vote was:

AYES: Hoekstra, Martin, Proctor, Orr  
Motion Carried

Respectfully submitted,

Karen Slager, Recording Secretary

Approved:



Chair



Secretary