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| Date: **10.20.21** Board of Trustees Meeting  RE: **Regular Meeting Minutes**  Location: Rooms D024/D025, Paul Heath Community Education and Fine Arts Center, 1301 South 48th Street, Quincy IL 62305  1. **Call to Order/Appointment of Assistant Secretary**  The **10.20.21** Board of Trustees meeting was called to order in rooms D024/D025, Paul Heath Community Education and Fine Arts Center, 1301 South 48th Street, Quincy, IL 62305 at 6:00 p.m. by Ms. Diane Ary**,** Board Chair. Ms. Aryappointed Ms. Benz assistant secretary. *Dr. Randy Greene was appointed secretary in absence of Mr. Andy Sprague.*    2. **Roll Call**  **Ms. Benz called roll**: The meeting was conducted through audio, and/or telephonic access means with a quorum being physically present.  Members of the public were provided an opportunity to listen to the meeting by telephoning.   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** | | Mr. Gay |  |  | x (via Zoom) |  | | Ms. Hawley |  |  | x |  | | Mr. Hess |  |  | x (via Zoom) |  | | Mr. Rhea |  |  | x |  | | Mr. Sprague |  |  |  | x | | Dr. Greenwell |  |  | x |  | | Mr. Fischer |  |  | x |  | | Ms. Ary |  |  | x |  | | Voice Vote |  |  |  |  |   **Attendees:** Mr. Michael Elbe, and Ms. Leah Benz, Mr. James Rapp, Ms. Tracy Hagman, Mr. Mike Sorensen, QHW reporter, Ms. Tracy Orne, Mr. Josh Welker, Dr. Chris Kaelke, and Dr. Laurel Klinkenberg (Zoom).  3. **Pledge of Allegiance; Mission Statement** - Mr. Noah Gay read the mission statement. JWCC enriches lives through learning by providing accessible educational opportunities and services at an exceptional value.  4. **Introduction -** None  5. **Special Report -** None  6. **Consideration of Items from the Floor -** None  7.  **Public and/or Employee Comment** - None  8.  **President and Committee Reports -** None  8.1 **ICCTA/West Central Region Report – *Dr. Randy Greenwell, ICCTA representative*, *Mr. Andrew Sprague, alternate.***  The next meeting is November 12 and November 13.  8.2 **Board Executive Committee Report** – ***Ms. Diane Ary, Mr. Bob Rhea, Mr. Larry Fischer.*** The Executive Committee met on Thursday, October 14, 2021 at 8:00 a.m. in room C252 with Ms. Diane Ary, and Mr. Bob Rhea, Mr. Larry Fischer, trustees; (via Zoom), Mr. Michael Elbe president, and Ms. Leah Benz, note taker. (in-person).  The committee reviewed October Board meeting items which included issuance of bonds, abatement of tax levied to pay debt service on the General Obligation Bonds, the intent to levy equity adjustment for 2021, adoption of a resolution and certificate to levy tax for Protection, Health, and Safety projects, award a contract for erosion repairs and storm drain installation, and approval of the Collective Bargaining Agreement.  Discussion was held on the Board retreat take-a-ways. Those items were shared with the entire Board and Cabinet.  The committee discussed progressive discipline in relation to the Governor’s mandate of vaccination/testing. Also, heard first week of testing data.  Board Policy needs to be reviewed by Board members prior to the HLC visit. A committee will meet via Zoom to strategize the best plan to accomplish this task.  Christmas was discussed with the Executive Committee with no final determination  8.3 **Board Curriculum Committee Report** – ***Dr. Randy Greenwell, Mr. Andy Sprague***. The Curriculum Committee met on Monday, October 18, at 2:00 p.m. Present virtually via zoom conference were Dr. Randy Greenwell; trustee, Mr. Mike Elbe; president, Dr. Laurel Klinkenberg, vice president of instruction, and Kristina Johnson; note taker. Absent, Mr. Andy Sprague, trustee.  An overview of the Higher Learning Commission criteria and components was given. On-site visit will be October 24 and 25, 2022. Co-chairs are Dr. Klinkenberg, and Mr. Welker The committee is holding bi-monthly meetings to work on completing the Assurance Argument due September 2022.  JWCC is doing the Open Pathway cycle for reaffirmation of accreditation.  Instruction plans to begin revisions to the curriculum process during the Spring 2022 term.  8.4 **Board Finance and Audit Committee Report** – ***Ms.* *Paula Hawley, Mr. Don Hess*** -The Finance and Audit Committee met on Tuesday, October 12, 2021 at 3:30 p.m. Present were Ms. Paula Hawley, and Mr. Don Hess, trustees, Mr. Josh Welker, Dean of Business Services & Institutional Effectiveness, and Mr. Mike Elbe, president, Ms. Nora Klingele, Director of Fiscal Services, and Jenny Venvertloh, note taker.  Bills for payment, out-of-district travel requests, financials, board budget, president’s expense account and investments were reviewed.  The committee reviewed Board items being presented.  Other item of discussion included health insurance. Claims were reported to be down this year and are projected to be down next year. No health insurance adjustment in premium is being recommended.  8.5 **Student Trustee Report** - ***Mr. Noah Gay -*** SGA will visit Denman Elementary school where JWCC students will be reading books to the elementary students.  Students are busy working on preparing for the haunted trails. The event begins at 8:00 p.m. and all were invited to attend.  8.6 **Administration Report** - ***Mr. Elbe*** - President Elbe shared our enrollment numbers are tracking behind last year.  The College received an Economic Impact Study report recently from the Illinois Community College Board. The report stated that JWCC remains a critical piece to our regional economy. The report reinforces the value of completing a 2-year AAS or certificate at JWCC, with students seeing a 27% annual return on their investment that totals $650,000 in additional lifetime earnings. The College continues to make investments for workforce training in manufacturing, agriculture, transportation/logistics, health sciences and many other career technical programs.  The Orr Corporation met on Monday, October 18. Significant work has begun on a new building at the Ag Center in Perry. Private funds have been raised in the amount of 1.8 million for this new facility. This building will be donated to the College. This went from a concept paper idea to reality with partnership with the University of Illinois.  The EDA grant which allows for the Workforce Development Center expansion project is moving forward. Klinger and Associates approved a tentative floor plan. This facility grand opening is anticipated to happen in 2023.  The Collective Bargaining Agreement is included in the October packet. The Union has shared this agreement with their faculty members and signatures have been obtained.  9. **Consent Agenda**  **Consent business**  9.1Request approval of 09.15.2021 regular Board meeting minutes and the 09.27.21 retreat meeting minutes  9.2 Request approval of bills for payment for September payment **Finance and Audit Committee**     |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | 9.3 Request approval of monthly financial statements for September **Finance and Audit Committee**  9.4 Request approval of trustee and employee travel expenditures for September **Finance and Audit Committee**   |  |  |  | | --- | --- | --- | |  |  | 20 | |  |  |   **MOTION:**  *Request approval of the consent agenda items*  Moved by: Ms. Hawley  Seconded by: Dr. Greenwell  **Discussion:**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** | | Mr. Gay | x (via Zoom) |  |  |  | | Ms. Hawley | x |  |  |  | | Mr. Hess | x (via Zoom) |  |  |  | | Mr. Rhea | x |  |  |  | | Mr. Sprague |  |  |  | x | | Dr. Greenwell | x |  |  |  | | Mr. Fischer | x |  |  |  | | Ms. Ary | x |  |  |  | | Voice Vote |  |  |  |  |   **10**. **Grant Items**  **10.1 MOTION:**  *Request authorization to submit a grant application to AmeriCorps (formally known as Corporation for National and Community Services) for a grant titled Adams, Brown, Pike, County RSVP Program FY2022 Grant Amount: $152,690*  Moved by: Dr. Greenwell  Seconded by: Mr. Rhea   1. **Discussion:** This is a renewal request for funds from AmeriCorps (formally known as the Corporation for National and Community Service). It is the first year of a three-year grant. The purpose of this grant is for support of RSVP programming in Adams, Brown & Pike counties that meets performance measurements supporting the ability of older adults and individuals with disabilities to live independently and to access food resources, disaster response, elder abuse, veteran and military family support, and building the capacity of local not-for-profits. Programming includes coordinating 550+ volunteers performing thousands of hours of service to more than 100 non-profits, schools, government agencies and faith-based organizations.  |  |  |  |  |  | | --- | --- | --- | --- | --- | | **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** | | Mr. Gay | x (via Zoom) |  |  |  | | Ms. Hawley | x |  |  |  | | Mr. Hess | x (via Zoom) |  |  |  | | Mr. Rhea | x |  |  |  | | Mr. Sprague |  |  |  | x | | Dr. Greenwell | x |  |  |  | | Mr. Fischer | x |  |  |  | | Ms. Ary | x |  |  |  | | Voice Vote |  |  |  |  |   **10.2 MOTION:** *Request authorization to accept grant funds from the Illinois Board of Education for GAST (Grant of Agriculture Science Teachers) for the third year of funding in the amount of $25,000*  Moved by: Mr. Rhea  Seconded by: Mr. Fischer  **Discussion:** This grant is for multiple projects. The amount of $22,000-$25,000 is for replacing all four- foot fluorescent light bulbs with LED bulb. Approximately 4,000 light bulbs will be replaced. The amount of $73,000 - $78,000 is for an EV charging station and an electric vehicle. The amount of $15,000 - $20,000 is for materials and installation of a solar powered soccer scoreboard with integrated solar panels and battery storage.   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** | | Mr. Gay | x (via Zoom) |  |  |  | | Ms. Hawley | x |  |  |  | | Mr. Hess | x (via Zoom) |  |  |  | | Mr. Rhea | x |  |  |  | | Mr. Sprague |  |  |  | x | | Dr. Greenwell | x |  |  |  | | Mr. Fischer | x |  |  |  | | Ms. Ary | x |  |  |  | | Voice Vote |  |  |  |  |   11. **Personnel Items**  11.1 **MOTION:** *Authorize to employ new staff and faculty, accept resignations, retirements, terminations, and implement status changes as presented*  Moved by: Mr. Rhea  Seconded by: Ms. Hawley  **Discussion:**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** | | Mr. Gay | x (via Zoom) |  |  |  | | Ms. Hawley | x |  |  |  | | Mr. Hess | x (via Zoom) |  |  |  | | Mr. Rhea | x |  |  |  | | Mr. Sprague |  |  |  | x | | Dr. Greenwell | x |  |  |  | | Mr. Fischer | x |  |  |  | | Ms. Ary | x |  |  |  | | Voice Vote |  |  |  |  |   12. **Business**  12.1 **MOTION*:*** *Request adoption of the resolution setting forth and describing in detail, claims heretofore authorized and allowed for proper community college purposes which are presently outstanding and unpaid, declaring the intention to avail of the provisions of Article 3A of the Public Community College Act of the State of Illinois, as amended, and to issue $5,100,000 Funding Bonds for the purpose of paying claims against the District, and directing that notice of such intention be published as provided by law*    Moved by: Dr. Greenwell  Seconded by: Mr. Rhea  **Discussion:** The College needs to issue $5.1 million in funding bonds to pay off existing debt. The $5.1 million funding bonds which will be paid through the bond and interest fund will effectively pay off the current debt certificates that are being paid through the general operating funds. A resolution declaring the intention to issue the funding bonds that was prepared by Chapman and Cutler.   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** | | Mr. Gay | x (via Zoom) |  |  |  | | Ms. Hawley | x |  |  |  | | Mr. Hess | x (via Zoom) |  |  |  | | Mr. Rhea | x |  |  |  | | Mr. Sprague |  |  |  | x | | Dr. Greenwell | x |  |  |  | | Mr. Fischer | x |  |  |  | | Ms. Ary | x |  |  |  | | Voice Vote |  |  |  |  |   12.2 **MOTION*:*** *Public hearing concerning the intent of the Board to sell $5,100,000 Funding Bonds for the purpose of paying claims against the College*  Moved by: Mr. Fischer  Seconded by: Mr. Hess  **Discussion:** A public hearing was held for the above issuance bonds.   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** | | Mr. Gay | x (via Zoom) |  |  |  | | Ms. Hawley | x |  |  |  | | Mr. Hess | x (via Zoom) |  |  |  | | Mr. Rhea | x |  |  |  | | Mr. Sprague |  |  |  | x | | Dr. Greenwell | x |  |  |  | | Mr. Fischer | x |  |  |  | | Ms. Ary | x |  |  |  | | Voice Vote |  |  |  |  |   12.3 **MOTION*:*** *Request adoption of a resolution and certificate abating the tax levied for the year 2021 to pay debt service on the General Obligation Bonds (Alternate Revenue Sources), Series 2012*  Moved by: Mr. Rhea  Seconded by: Dr. Greenwell  **Discussion:** This resolution directs the County Clerks to abate the tax levied for the year 2021 to pay debt service on the General Obligation Bonds   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** | | Mr. Gay | x (via Zoom) |  |  |  | | Ms. Hawley | x |  |  |  | | Mr. Hess | x (via Zoom) |  |  |  | | Mr. Rhea | x |  |  |  | | Mr. Sprague |  |  |  | x | | Dr. Greenwell | x |  |  |  | | Mr. Fischer | x |  |  |  | | Ms. Ary | x |  |  |  | | Voice Vote |  |  |  |  |   12.4 **MOTION*:*** *Request adoption of a resolution regarding the intent to levy the equity adjustment for the 2021 tax year as allowed by Section 3-14.3 of the Illinois Public Community College Act*  Moved by: Dr. Greenwell  Seconded by: Mr. Fischer  **Discussion:** John Wood Community College’s intent is to levy the equity adjustment for the 2021 tax year. Section 3-14.3 of the Illinois Public Community College Act makes provision for districts which are eligible to receive equalization grants, and which have an operating tax rate below the statewide average to levy this amount, subject to public notice of such intention to be published as required by law. Each year the Illinois Community College Board certifies the eligibility of districts to levy this amount. The amount for which John Wood Community College is eligible equals an equity tax rate of 6.57 cents. The tax is subject to public notice and allows those who would object to file a petition referendum. The notice must be published and allow 30 days for receipt of a petition.   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** | | Mr. Gay | x (via Zoom) |  |  |  | | Ms. Hawley | x |  |  |  | | Mr. Hess | x (via Zoom) |  |  |  | | Mr. Rhea | x |  |  |  | | Mr. Sprague |  |  |  | x | | Dr. Greenwell | x |  |  |  | | Mr. Fischer | x |  |  |  | | Ms. Ary | x |  |  |  | | Voice Vote |  |  |  |  |   12.5 **MOTION*:*** *Request approval of the resolution and certificate to levy tax for Protection, Health, and Safety Projects*  Moved by: Mr. Hawley  Seconded by: Dr. Greenwell  **Discussion:** This is a resolution and certificate to levy a tax for Protection, Health, and Safety projects totaling $226,000. In the past, PHS projects were approved by the Board to be submitted for approval.  to the ICCB. Due to a recent law change, ICCB approval is no longer required. The projects to be funded through the PHS levy include the following:   * Repair of damaged sidewalks * Electric line sets for auditorium * Repairs to water erosion at 48th Street * Cellular phone boosters  |  |  |  |  |  | | --- | --- | --- | --- | --- | | **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** | | Mr. Gay | x (via Zoom) |  |  |  | | Ms. Hawley | x |  |  |  | | Mr. Hess | x (via Zoom) |  |  |  | | Mr. Rhea | x |  |  |  | | Mr. Sprague |  |  |  | x | | Dr. Greenwell | x |  |  |  | | Mr. Fischer | x |  |  |  | | Ms. Ary | x |  |  |  | | Voice Vote |  |  |  |  |   12.6 **MOTION*:*** *Request authorization to accept the proposal and award the erosion repairs and storm drain installation to Zanger Excavating RE: $30,250*  Moved by: Dr. Greenwell  Seconded by: Mr. Fischer  **Discussion:** Bids were solicited from qualified vendors to provide erosion repairs and storm drain installation. Four bids were received. Administration request authorization of acceptance of the proposal and award the bid to Zanger Excavating.   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** | | Mr. Gay | x (via Zoom) |  |  |  | | Ms. Hawley | x |  |  |  | | Mr. Hess | x (via Zoom) |  |  |  | | Mr. Rhea | x |  |  |  | | Mr. Sprague |  |  |  | x | | Dr. Greenwell | x |  |  |  | | Mr. Fischer | x |  |  |  | | Ms. Ary | x |  |  |  | | Voice Vote |  |  |  |  |   12.7 **MOTION*:*** *Request approval of the Collective Bargaining Agreement FY2023-FY2026 between*  *John Wood Community College Board of Trustees District #539 and John Wood Community College Faculty Association IFT/AFT Local #6086*  Moved by: Dr. Greenwell  Seconded by: Mr. Fischer  **Discussion:** Afour (4) year collective bargaining agreement has been confirmed by the JWCC Faculty Association. The agreement will be presented for approval to the Board of Trustees. It is recommended that the Board of Trustees approve this agreement.   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** | | Mr. Gay | x (via Zoom) |  |  |  | | Ms. Hawley | x |  |  |  | | Mr. Hess | x (via Zoom) |  |  |  | | Mr. Rhea | x |  |  |  | | Mr. Sprague |  |  |  | x | | Dr. Greenwell | x |  |  |  | | Mr. Fischer | x |  |  |  | | Ms. Ary | x |  |  |  | | Voice Vote |  |  |  |  |   13. **Discussion Item**  14. **Notices and Communications**  15. **Other Items**  16. **Closed Session**  16.1 *A closed session will be necessary to consider the appointment, employment, discipline, performance or dismissal of specific employees of the public body and to consider collective bargaining matters.*  Moved by: Mr. Rhea  Seconded by: Ms. Hawley   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** | | Mr. Gay | x (via Zoom) |  |  |  | | Ms. Hawley | x |  |  |  | | Mr. Hess | x (via Zoom) |  |  |  | | Mr. Rhea | x |  |  |  | | Mr. Sprague |  |  |  | x | | Dr. Greenwell | x |  |  |  | | Mr. Fischer | x |  |  |  | | Ms. Ary | x |  |  |  | | Voice Vote |  |  |  |  |   **17. Resume Open Session**  **18. Public Session**  18.1**MOTION:** *Request to return to open session.*  Moved by: Mr. Rhea  Seconded by: Mr. Fischer   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** | | Mr. Gay | x (via Zoom) |  |  |  | | Ms. Hawley | x |  |  |  | | Mr. Hess | x (via Zoom) |  |  |  | | Mr. Rhea | x |  |  |  | | Mr. Sprague |  |  |  | x | | Dr. Greenwell | x |  |  |  | | Mr. Fischer | x |  |  |  | | Ms. Ary | x |  |  |  | | Voice Vote |  |  |  |  |   19. **Adjournment**    19.1 **MOTION:** *Adjourn the October 20, 2021 Board of Trustees regular meeting*    **Moved by:** Ms. Hawley  **Seconded by**: Dr. Greenwell   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **NAME** | **AYE** | **NAY** | **PRESENT** | **ABSENT** | | Mr. Gay | x (via Zoom) |  |  |  | | Ms. Hawley | x |  |  |  | | Mr. Hess | x (via Zoom) |  |  |  | | Mr. Rhea | x |  |  |  | | Mr. Sprague |  |  |  | x | | Dr. Greenwell | x |  |  |  | | Mr. Fischer | x |  |  |  | | Ms. Ary | x |  |  |  | | Voice Vote |  |  |  |  |   20. **Approval:**  Approved the **17th day of November 2021**, at a meeting of the Board of Trustees of Community College District No. 539, meeting in the Board Room, Student/Administrative Center in the city of Quincy, Illinois 62305 at which \_\_\_\_\_\_\_\_voting members were present, constituting a quorum by a vote of \_\_\_ayes and \_\_\_\_\_\_\_\_nays.  **CHAIR:X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_SECRETARY:X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |  |