



Office of the President

Board of Trustees of John Wood Community College  
Counties of Adams, Pike, Hancock, Calhoun,  
Schuyler, Brown, Morgan, Scott, Cass  
and State of Illinois

PHONE CONFERENCE:

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Dial 217-641-4100 Enter PIN 903362

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The meeting will begin at 6:00 o'clock P.M. Requests for public comment may be submitted in accordance with board policy or by calling Leah Benz at (217) 641-4102 or by email at [lbenz@jwcc.edu](mailto:lbenz@jwcc.edu) and arrangements will be made to allow public comment through teleconferencing.

Date: 02.15.23 BOARD OF TRUSTEES REGULAR MEETING

Location: Board Room Student Administrative Center, 1301 South Street, Quincy IL 62305

Time: 6:00 P.M.

AGENDA

Page

1. Call to Order/Appointment of Assistant Secretary
2. Roll Call
3. Pledge of Allegiance; Mission Statement – JWCC enriches lives through learning by providing accessible educational opportunities and services at an exceptional value
4. Introduction
5. Special Report
- 5.1 Phi Theta Kappa – Jennifer Grindstaff & Madeline Davis co-advisors, and student
6. Consideration of Items from the Floor
7. Public and/or Employee Comment
8. President and Committee Reports

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February 15, 2023, Board of Trustees Regular Meeting

**Mission:** JWCC enriches lives through learning by providing accessible educational opportunities and services at an exceptional value.

**Vision:** JWCC will be the community's partner and leader in education, workforce training and lifelong learning.

**Core Values:** Excellence Accountability Integrity Servant Leadership Lifelong Learning



Office of the President

8.1	<b>ICCTA/West Central Region Report</b> – <i>Ms. Paula Hawley, Mr. Don Hess</i>	Table Folder
8.2	<b>Board Executive Committee Report</b> - <i>Ms. Diane Ary, Mr. Bob Rhea, Mr. Larry Fischer</i>	Table Folder
8.3	<b>Board Curriculum Committee Report</b> – <i>Ms. Paula Hawley, Mr. Andrew Sprague</i>	Table Folder
8.4	<b>Board Finance and Audit Committee Report</b> – <i>Mr. Don Hess, Dr. Randy Greenwell</i>	Table Folder
8.5	<b>Student Trustee Report</b> – <i>Ms. Lauren Archer</i>	
8.6	<b>Administration Report</b> – <i>Dr. Bryan Renfro</i>	
9.	<b>Consent Agenda</b> <b>Consent business Items</b>	
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9.2	Request approval of bills for December and January payment <b>Finance and Audit Committee</b>	
9.3	Request approval of monthly financial statements for December and January <b>Finance and Audit Committee</b>	
9.4	Request approval of trustee & employee travel expenditures for December and January <b>Finance and Audit Committee</b>	
10.	<b>Grant items</b>	
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10.2	Request authorization to submit a grant application to United Way of Adams County for RSVP support grant RE: Amount \$5,000	14
11.	<b>Business</b>	
11.1	Request approval of tenure for full-time faculty member Ms. Jamie Chapman Instructor Natural Sciences effective at the beginning of the 2023-2024 academic year	15
11.2	Request authorization to accept the proposal and award to Conference Technology to provide audio visual equipment for the Workforce Development Center RE: \$218,538.86	16
12.	<b>Discussion Items</b>	

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February 15, 2022, Board of Trustees Meeting

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Office of the President

12.1	Calendar of Events	17
<b>13.</b>	<b>Notices and Communications</b>	
<b>14.</b>	<b>Personnel Items</b>	
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<b>15.</b>	<b>Other Items</b>	
<b>16.</b>	<b>Closed Session</b>	
16.1	A closed session will be necessary to consider the appointment, employment, discipline, performance, or dismissal of specific employees of the public body	21
<b>17.</b>	<b>Resume Open Session</b>	
<b>18.</b>	<b>Open Session Matters</b>	
	Approve any matter discussed in closed session as necessary and limited to those matters authorized for discussion in closed session by motion of the Boards specifically including but not limited to, the hiring, including non-contractual, contract approval, and contract amendment, release, discharge, discipline, transfer, resignation, and retirement of staff	
<b>19.</b>	<b>Adjournment</b>	

*"The agenda may refer to addenda, reports, presentations, or other documents. These are available in the board Packet and are incorporated by reference. The packet is available from the President's office and may be posted on the website with the agenda."*

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February 15, 2022, Board of Trustees Meeting

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Date: **12.19.22** Board of Trustees Meeting

RE: **BOARD MEETING MINUTES**

Location: Board Room, Student Administrative Center, 1301 South 48<sup>th</sup> Street, Quincy IL 62305

**1. Call to Order/Appointment of Assistant Secretary**

The **12.19.22** Board of Trustees meeting was called to order at the Student Administrative Center, Board Room, 1301 South 48<sup>th</sup> Street, Quincy, IL 62305 at 6:00 p.m. by Ms. Diane Ary, Board chair. Ms. Ary appointed Ms. Benz assistant secretary.

**2. Roll Call**

Ms. Benz called roll:

NAME	AYE	NAY	PRESENT	ABSENT
Ms. Archer				X
Ms. Hawley			X	
Mr. Hess			X	
Mr. Rhea			X	
Mr. Sprague			X	
Dr. Greenwell			X	
Mr. Fischer			X (via phone)	
Ms. Ary			X	
Voice Vote				

**Attendees:** Mr. Michael Elbe, Ms. Leah Benz, Mr. Josh Welker, Ms. Tracy Orne, Ms. Tracy Hagman Dr. Laurel Klinkenberg, Mr. Mike Sorensen from the Quincy Herald Whig, Dr. Curt Oldfield, Mr. Dave Hetzler, Ms. Lisbeth Lefler, Ms. Barb Holthaus, Dr. Christ Kaelke, Mr. Matt Rolando.

*Note: Mr. Fischer's vote is not counted due to absent regulations.*

**3. Pledge of Allegiance; Mission Statement** – Pledge of Allegiance was recited; the mission statement of JWCC enriches lives through learning by providing accessible educational opportunities and services at an exceptional value was read by Ms. Diane Ary.

**4. Introductions**

- Lisbeth Lefler, Coordinator, Adult Education Transition
- Matt Rolando – Assistant Director, Server Administrator

**5. Special Report** – Dr. Curt Oldfield, president of Spoon River College recognized President Elbe on behalf of President's Council with a clock for his service to the organization. He complimented President Elbe for all his work throughout the years.

12.19.22 Board of Trustees meeting

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Ms. Ary, on behalf of the Board of Trustees also honored President Elbe for his years of service to the College, students, and community.

6. **Consideration of Items from the Floor** - None

7. **Public and/or Employee Comment** - None

8.1 **ICCTA/West Central Region Report – Ms. Paula Hawley, ICCTA representative, Mr. Don Hess, alternate.** ICCTA shared a newsletter electronic, copies of the document were included in the table folder.

8.2 **Board Executive Committee Report – Ms. Diane Ary, Mr. Bob Rhea, Mr. Larry Fischer.** The Executive Committee met on, December 8, 2022, at 10:30 a.m. in room C252. Ms. Diane Ary and Mr. Larry Fischer, Mr. Bob Rhea. Mr. Andy Sprague, and Dr. Bryan Renfro, Mr. Michael Elbe president, and Ms. Leah Benz, note taker were in-person.

#### **December Board of Trustees Agenda items**

Business/consent agenda items included:

- Adoption of Resolution and Certificate to levy additional tax
- Adoption of a Resolution to levy taxes and Certificate of the tax levy
- ICCTA dues - second half for 2022 - \$4,028.00
- Accept and award the electric automation for the auditorium stage
- Accept and award Heat Pump proposal to Peters Heating & Air Conditioning for Student Activity Center
- Accept and award the proposal for the Courtyard sound equipment
- Authorization to approve Deters Farm Lease
- Approval to accept and file the audit report as presented
- Consideration and action on Resolution accepting donation from Orr Corporation of Improvements located at the Agriculture Center
- Regular Board minutes, bills, travel expenditures
- Financials November

No grants were presented for December.

- Other items discussed included
- Tenure letters sent – Ms. Jaime Chapman, Dr. Osman Cen
- HLC Review response
- Park District
- Innovation Center Hannibal Missouri
- Board Election Update
- Dr. Curt Oldfield, Spoon River College president attending meeting

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12.19.22 Board of Trustees meeting

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- Personnel Board items for closed session were noted.

**8.3 Board Curriculum Committee Report** – The Curriculum Committee met on Thursday, December 15, 2022, at 10:30 a.m. via zoom. Attendees were Mr. Andy Sprague, trustee; Ms. Paula Hawley, trustee; Dr. Laurel Klinkenberg, vice president of instruction; Mr. Mike Elbe, president; Ms. Kristina Johnson, note taker.

Biology, Computer Science and Education courses were discussed.

**Biology** - The Natural Sciences department has implemented a 10-year limit for the prerequisite to BIO 275, Human Anatomy and Physiology I and BIO 276, Human Anatomy and Physiology II. The cutoff point will aide in student success, considerations can be made on an individual basis.

**Computer Science** - The Fundamentals of Networking course added 1 credit hour to change the course from 2 credit hours to 3. The change was motivated by including additional software that prepares students to test for the NETWORK+, an industry credential.

**Education courses** - They are adding a prerequisite option to course work to provide opportunities for students to take courses during any semester, offering flexibility and removing barriers.

Degree changes in Radiologic Technology degree is solely offered as a bachelor's degree, AAS degree has been inactivated.

Health Sciences and Emergency Services - The Nursing department suggests completing Biology and Anatomy Physiology I course prior to enrolling in the Nursing Program. However, certain test scores for admission will be considered.

**8.4 Board Finance and Audit Committee Report – Dr. Randy Greenwell, Mr. Don Hess** - The Finance and Audit Committee met on Monday, December 12, 2022, at 1:00 p.m. at John Wood Community College, room, C240. Present were Dr. Randy Greenwell, and Mr. Don Hess, trustee, Mr. Josh Welker, Dean of Business Services & Institutional Effectiveness, Mr. John Reinhardt, Director of Fiscal Services, Mr. Mike Elbe, President, and Ms. Jenny Venvertloh, note taker.

Bills for payment, approval of travel requests, financials, board budget, president's expense account were all reviewed. Investments were discussed. First Bankers Trust increased the rate on our checking account. People's Prosperity savings account will be closed. Checks will be sent in the future. Board items discussed include the tax levy, audit, heat pump request proposals, state electric automation proposals, courtyard sound equipment proposals, and farm lease.

**8.5 Student Trustee Report – Ms. Lauren Archer** – Ms. Archer was absent.

**8.6 Administration Report - Mr. Elbe** – President Elbe shared the itinerary of Dr. Renfro when he visited campus December 8 and 9. President Elbe introduced him to several community leaders, employees, and faculty executive senate.

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12.19.22 Board of Trustees meeting

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Office of the President

President Elbe received an-mail notification from Susan Johnson stating the Hannibal Innovation Center representatives liked JWCC's recent presentation. More information will be following.

9. **Consent Agenda**  
**Consent business**

- 9.1 Request approval of 11.16.22 regular meeting minutes,
- 9.2 Request approval of bills for payment for November payment **Finance and Audit Committee**
- 9.3 Request approval of monthly financial statements for November **Finance and Audit Committee**
- 9.4 Request approval of trustee and employee travel expenditures for November **Finance & Audit Committee**
- 9.5 Request approval of curriculum items as presented
- 9.6 Request approval of a proposed fee range for CSC 163

**MOTION:** *Request approval of the consent agenda items*

Moved by: Mr. Rhea  
Seconded by: Mr. Sprague

A fee range was established to cover the cost of simulation software and equipment maintenance. This fee will apply to CSC 163 (Fundamentals of Networking), which helps support students in obtaining the NETWORK+ credential.

A fee range to cover the cost of simulation software and equipment maintenance. This fee will apply to CSC 163 (Fundamentals of Networking), which helps support students in obtaining the NETWORK+ credential.

Proposed Fee Range: \$0 - \$100  
Proposed Credit Hour Fee: \$65

NAME	AYE	NAY	PRESENT	ABSENT
Ms. Archer				X
Ms. Hawley	X			
Mr. Hess	X			
Mr. Rhea	X			
Mr. Sprague	X			
Dr. Greenwell	X			

12.19.22 Board of Trustees meeting

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Office of the President

Mr. Fischer	X not counted			
Ms. Ary	x			
Voice Vote				

10. **Grant Items – No grants**

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. Sprague

Seconded by: Dr. Greenwell

**Discussion:** President Elbe acknowledged the retirement of Dr. Laurel Klinkenberg, vice president of Instruction and thanked her for her six years of service.

NAME	AYE	NAY	PRESENT	ABSENT
Ms. Archer				x
Ms. Hawley	x			
Mr. Hess	x			
Mr. Rhea	x			
Mr. Sprague	x			
Dr. Greenwell	x			
Mr. Fischer	X not counted			
Ms. Ary	x			
Voice Vote				

12. **Business**

12.1 **MOTION:** *Request adoption of a Resolution and Certificate relating to levying additional taxes*

Moved by: Dr. Greenwell

Seconded by: Mr. Hess

**Discussion:** Ill. Compiled Stat., 805/3-14.3 requires taxing districts intending to levy an additional tax to publish the intent 30 days prior to passage. This intent was published in accordance with the resolution passed at the October 26, 2022, Board meeting and there have been no public petitions filed with the Board of Trustees.

NAME	AYE	NAY	PRESENT	ABSENT
Ms. Archer				x
Ms. Hawley	x			
Mr. Hess	x			
Mr. Rhea	x			

12.19.22 Board of Trustees meeting

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Office of the President

Mr. Sprague	x			
Dr. Greenwell	x			
Mr. Fischer	X not counted			
Ms. Ary	x			
Voice Vote				

12.2 **MOTION:** *Request adoption of a Resolution to levy taxes and Certificate of the tax levy*

Moved by: Dr. Greenwell

Seconded by: Mr. Hess

**Discussion:** Ill. Compiled Stat., 805/3-20.5 provides that a community college district may levy against the assessed valuation of its district amounts for various purposes to support the operation and debt service obligations of the College. The Truth in Taxation Law (35 Illinois Compiled Statutes 200/18-55, et seq.) requires that the taxing district give public notice of and hold a public hearing on our intent to adopt an amount which is more than 105% of the extensions. The 2022 levy will not exceed the previous year's extension by more than 5%, thus a public hearing will not be required.

NAME	AYE	NAY	PRESENT	ABSENT
Ms. Archer				x
Ms. Hawley	x			
Mr. Hess	x			
Mr. Rhea	x			
Mr. Sprague	x			
Dr. Greenwell	x			
Mr. Fischer	X not counted			
Ms. Ary	X			
Voice Vote				

12.3 **MOTION:** *Request authorization to pay the second half of the ICCTA dues for 2022 in the amount of \$4,028*

Moved by: Ms. Hawley

Seconded by: Mr. Rhea

**Discussion:** The 2022 renewal notice for the 2<sup>nd</sup> installment dues for John Wood Community College to the Illinois Community College Trustees Association is \$4,028.00.

NAME	AYE	NAY	PRESENT	ABSENT
Ms. Archer				x
Ms. Hawley	x			

12.19.22 Board of Trustees meeting

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Mr. Hess	x			
Mr. Rhea	x			
Mr. Sprague	x			
Dr. Greenwell	x			
Mr. Fischer	x not counted			
Ms. Ary	x			
Voice Vote				

**12.4 MOTION:** *Request approval to accept and award the Heat Pump proposal to Peters Heating & Air Conditioning to provide heat pumps for the Student Activity Center in the amount of \$51,667*

Moved by: Dr. Greenwell

Seconded by: Mr. Hess

**Discussion:** JWCC solicited request for proposals from qualified vendors to provide heat pumps for the Student Activity Center. The request for proposals was advertised in the Quincy-Herald Whig and on the John Wood Community College website. Peters Heating and Air Conditioning was the low bid.

NAME	AYE	NAY	PRESENT	ABSENT
Ms. Archer				x
Ms. Hawley	x			
Mr. Hess	x			
Mr. Rhea	x			
Mr. Sprague	x			
Dr. Greenwell	x			
Mr. Fischer	X not counted			
Ms. Ary	x			
Voice Vote				

12.19.22 Board of Trustees meeting

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Office of the President

**12.5 MOTION:** *Request approval to accept and file the audit report as presented*

Moved by: Mr. Sprague

Seconded by: Dr. Greenwell

**Discussion** The firm of WIPFLi, LLP has completed its audit of the financial records of John Wood Community College for fiscal year 2022. Representatives attended the November 16, 2022, meeting of the Board of Trustees to present the audit and respond to any Board members' questions.

NAME	AYE	NAY	PRESENT	ABSENT
Ms. Archer				X
Ms. Hawley	X			
Mr. Hess	X			
Mr. Rhea	X			
Mr. Sprague	X			
Dr. Greenwell	X			
Mr. Fischer	X not counted			
Ms. Ary	X			
Voice Vote				

**12.6 MOTION:** *Request consideration and action on Resolution accepting a donation from Orr Corporation for the new Agricultural Sciences Complex*

Moved by: Mr. Sprague

Seconded by: Mr. Hess

**Discussion:** The Orr Corporation presented John Wood Community College with a Bill of Sale or Donation relative to the newly constructed Agricultural Sciences Complex completed by the Orr Corporation. The corporation constructed improvements from privately donations to the Orr Corporation. The land this new facility was constructed on is leased to JWCC from the University of Illinois. Last week, the Orr Corporation approved a resolution formally donating this new facility to the College. As authorized by Public Community College Section 3-29.1, the Board of Trustees has the power to accept gifts, grants or legacies from any source when made for community college purposes.

NAME	AYE	NAY	PRESENT	ABSENT
Ms. Archer				X
Ms. Hawley	X			
Mr. Hess	X			
Mr. Rhea	X			
Mr. Sprague	X			
Dr. Greenwell	X			
Mr. Fischer	X not counted			
Ms. Ary	X			

12.19.22 Board of Trustees meeting

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Office of the President

Voice Vote				
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**12.7 MOTION:** Request approval to accept the proposal for courtyard sound equipment to Conference Technologies in the amount of \$37,069.80

Moved by: Dr. Greenwell

Seconded by: Mr. Rhea

**Discussion:** JWCC solicited request for proposals from qualified vendors to provide sound equipment for the courtyard. The request for proposals was advertised in the Quincy-Herald Whig and on the John Wood Community College website. Conference Technologies was the low bid.

NAME	AYE	NAY	PRESENT	ABSENT
Ms. Archer				x
Ms. Hawley	x			
Mr. Hess	x			
Mr. Rhea	x			
Mr. Sprague	x			
Dr. Greenwell	x			
Mr. Fischer	x not counted			
Ms. Ary	x			
Voice Vote				

**12.8 MOTION:** Request approval to accept the proposal for state electric automation to Associated Controls + Design in the amount of \$105,631

Moved by: Mr. Rhea

Seconded by: Dr. Greenwell

**Discussion:** JWCC solicited request for proposals from qualified vendors to provide electric automation for the auditorium stage. The request for proposals was advertised in the Quincy-Herald Whig and on the John Wood Community College website.

NAME	AYE	NAY	PRESENT	ABSENT
Ms. Archer				x
Ms. Hawley	x			
Mr. Hess	x			
Mr. Rhea	x			
Mr. Sprague	x			
Dr. Greenwell	x			
Mr. Fischer	X not counted			
Ms. Ary	x			
Voice Vote				

12.19.22 Board of Trustees meeting

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Office of the President

**12.9 MOTION:** *Request authorization to renew the cash rent farm lease with Michael and William Deters*

Moved by: Ms. Hawley

Seconded by: Mr. Sprague

**Discussion:** Since 1996 John Wood Community College has had a cash rent farm lease for real estate not needed for college purposes at the 48<sup>th</sup> & Harrison St. campus site. The lease is with Michael and William Deters. It is recommended that the Board of Trustees authorize the College to renew the cash rent farm lease with Michael and William Deters.

NAME	AYE	NAY	PRESENT	ABSENT
Ms. Archer				x
Ms. Hawley	x			
Mr. Hess	x			
Mr. Rhea	x			
Mr. Sprague	x			
Dr. Greenwell	x			
Mr. Fischer	x not counted			
Ms. Ary	x			
Voice Vote				

**13. Discussion Item**

Calendar of Events - May 19, 2023, was noted as graduation.

**14. Notices and Communications**

**15. Other Items**

**16. Closed Session**

**17.1** *A closed session will be necessary to consider the appointment, employment, discipline, performance, or dismissal of specific employees of the public body*

Moved by: Dr. Greenwell

Seconded by: Mr. Rhea

NAME	AYE	NAY	PRESENT	ABSENT
Ms. Archer				x
Ms. Hawley	x			
Mr. Hess	x			
Mr. Rhea	x			
Mr. Sprague	x			
Dr. Greenwell	x			

12.19.22 Board of Trustees meeting

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Mr. Fischer	x not counted			
Ms. Ary	x			
Voice Vote				

**18. Public Session**

**18.1 MOTION:** *Resume to Open Session*

Moved by: Dr. Greenwell

Seconded by: Ms. Hawley

NAME	AYE	NAY	PRESENT	ABSENT
Ms. Archer				x
Ms. Hawley	x			
Mr. Hess	x			
Mr. Rhea	x			
Mr. Sprague	x			
Dr. Greenwell	x			
Mr. Fischer	x not counted			
Ms. Ary	x			
Voice Vote				

**19. Adjournment**

**19.1 MOTION:** *Adjourn the December 19, 2022, Board of Trustees regular meeting*

Moved by: Dr. Greenwell

Seconded by: Mr. Hess

NAME	AYE	NAY	PRESENT	ABSENT
Ms. Archer				x
Ms. Hawley				
Mr. Hess				
Mr. Rhea				
Mr. Sprague				
Dr. Greenwell				
Mr. Fischer	X not counted			
Ms. Ary				
Voice Vote	x			



Office of the President

20. **Approval:**

Approved the **15th day of February 2023**, at a meeting of the Board of Trustees of Community College District No. 539, meeting at the Student Administrative Center, 1301 South 48<sup>th</sup> Street, Quincy IL 62305 at which \_\_\_\_\_ voting members were present, constituting a quorum by a vote of \_\_\_\_ ayes and \_\_\_\_\_ nays.

**CHAIR:X** \_\_\_\_\_ **SECRETARY:X** \_\_\_\_\_

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12.19.22 Board of Trustees meeting

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Date: 2/15/2023 BOARD OF TRUSTEES MEETING  
From: Dr. Laurel Klinkenberg, Vice-President of Instruction  
Item: **CONSENT**  
RE: **GRANT Application or Acceptance of funds**  
**New or Reoccurring**

- A. **GRANT PROPOSAL TITLE:** STEM Lab Learning Project
- B. **GRANT AGENCY:** National Science Foundation (NSF)
- C. **GRANT APPLICATION DEADLINE:** 3/02/2023 **GRANT AWARD PERIOD:** 10/01/23 – 9/30/26
- D. **PROPOSAL DESCRIPTION:** Purpose - Engage students to enter the STEM workforce by providing experiential learning opportunities in career pathways in emerging technology fields. JWCC's strategy - Expand access to career-enhancing experiential learning opportunities by developing two STEM labs. STEM lab #1 will be technological enhancements to the WDC Virtual Reality Lab and the mobile training lab. STEM lab #2 will upgrade lab space at the main campus for the Associate of Engineering Science (AES) program that will provide dedicated space for physics and engineering courses.
- E. **FUNDS AWARDED:** \$325,000 - \$350,000
- F. **OBLIGATION OF INSTITUTIONAL FUNDS/RESOURCES:** All activities are paid for from the requested grant funds or are absorbed into already budgeted activities. No match is required for this grant.
- G. **PERSONNEL POSITIONS REQUIRED:** Current staff/faculty will oversee the activities associated with this grant. No additional staff required.
- H. **IF REOCCURRING, PROVIDE PREVIOUS YEAR RESULTS:** NA
- I. **(DATE) GRANT APPLICATION SUBMITTED TO BOARD:** 2/15/2023
- J. **(DATE) BOARD APPROVED ACCEPTANCE OF FUNDS:**
- K. **VICE PRESIDENT/DEAN REQUESTING APPROVAL:** Dr. Laurel Klinkenberg, VP of Instruction
- L. **STRATEGIC INITIATIVES THIS GRANT ADDRESSES:** Excellence in Programs, Student Success, Enrollment Growth, Leaderships and Partnerships.

**I concur with the request and recommend the Board of Trustees authorize the College to APPLY for up to \$350,000 grant award for the purpose indicated above.**

February 15, 2023 JWCC Board regular meeting

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Date: 2/15/2023 BOARD OF TRUSTEES MEETING  
From: Heath Richmond, Manager Volunteer Services  
Item: **CONSENT**  
RE: **GRANT Application or Acceptance of funds**

**New or Reoccurring**

- A. **GRANT PROPOSAL TITLE:** RSVP Support Grant
- B. **GRANT AGENCY:** United Way of Adams County
- C. **GRANT APPLICATION DEADLINE:** 3/1/2023      **GRANT AWARD PERIOD:** 7/01/2023 – 6/30/2024
- D. **PROPOSAL DESCRIPTION:** This is a request for funding from the United Way of Adams County Annual Campaign. As a partner agency of the United Way, RSVP receives funding to support our Carryout Caravan, Friendly Caller and Medical Transportation Programs.
- E. **FUNDS REQUESTED:** \$5,000
- F. **OBLIGATION OF INSTITUTIONAL FUNDS/RESOURCES:** This grant helps support the Retired and Senior Volunteer Program and is used to help fulfil the 30% matching requirement of the Federal AmeriCorp Seniors Grant.
- G. **PERSONNEL POSITIONS REQUIRED:** Current staff will oversee the activities associated with this grant
- H. **IF REOCCURRING, PROVIDE PREVIOUS YEAR RESULTS:** During FY22, the program served 265 volunteers in Adams County who performed 42,557 hours of volunteers service in Adams County.
- I. **(DATE) GRANT APPLICATION SUBMITTED TO BOARD:** 2/15/2023
- J. **(DATE) BOARD APPROVED ACCEPTANCE OF FUNDS:**
- K. **DEAN/DIRECTOR REQUESTING APPROVAL:** Barbra Holthaus, Director of Advancement
- L. **STRATEGIC INITIATIVES THIS GRANT ADDRESSES:** Community Engagement.

**I concur with the request and recommend the Board of Trustees authorize the College to submit a grant application for \$5,000 for the purpose indicated above.**

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February 15, 2023 JWCC Board regular meeting

**Mission:** JWCC enriches lives through learning by providing accessible educational opportunities and services at an exceptional value.

**Vision:** JWCC will be the community's partner and leader in education, workforce training and lifelong learning.

**Core Values:** Excellence   Accountability   Integrity   Servant Leadership   Lifelong Learning



Date: **February 15, 2023**, Board of Trustees Meeting

From: Dr. Laurel Klinkenberg, Vice President of Instruction

Item: **Business**

RE: Tenure Request

I am pleased to recommend one faculty member for tenure. The candidate has submitted a written request for tenure review in a timely manner and has provided the appropriate materials. Ms. Jamie Chapman has been recommended by her dean and tenure review chair/committee who has reviewed classroom observation summaries and student evaluations.

**Ms. Jamie Chapman** is a faculty member in the Natural Sciences and Engineering department. Ms. Chapman brings a wealth of teaching experience and expertise to the College and is a valued colleague of the department. Her skill in developing curriculum, always striving for continuous improvement, and using various strategies to help students learn challenging material are noted strengths. Jamie explains things in a way that makes sense to students who have little to no prior knowledge. Students are appreciative and have shared she is a great communicator and is always helpful. Beyond the classroom, Jamie has embraced service to the College as an active member of the Faculty Senate Assessment and Curriculum Committees and serves as the Faculty Union treasurer. Based on my review of materials, I recommend that Ms. Jamie Chapman is granted tenure in Natural Sciences effective academic year 2023-2024.

**I concur with the recommendation and request the Board of Trustees approve granting tenure to the above faculty member.**

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February 16, 2022, JWCC Board regular meeting

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Date: **February 15, 2023** BOARD OF TRUSTEES MEETING  
From: Josh Welker, Dean of Business Services & Institutional Effectiveness  
Item: **Business**  
RE: WDC AV Request for Proposals

JWCC solicited request for proposals from qualified vendors to provide audio visual equipment for the Workforce Development Center. The request for proposals was advertised in the Quincy-Herald Whig and on the John Wood Community College website. Two proposals were received.

**Vendor**

Live Space	\$214,032.60
4995 Starr St. SE	12,392.60 plus customized consoles
Grand Rapids MI 49546	<b>\$226,425.20 Total Bid</b>

Conference Technology	
3513 Vine Court	
Davenport IA 52806	<b>\$218,538.86 Total Bid</b> *includes customized consoles

It is recommended that the Board of Trustees accept the proposal and award to Conference Technology in the amount of \$218,538.86.

**I concur with the recommendation and request the Board of Trustees accept the proposal and award to Conference Technology in the amount of \$218,538.86.**

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February 15, 2023 JWCC Board regular meeting

**Mission:** JWCC enriches lives through learning by providing accessible educational opportunities and services at an exceptional value.

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**02.15.2023 BOARD OF TRUSTEES MEETING**

**CALENDAR**

<b>No Meeting</b>	January 2023
<b>February 15, 2023 @ 6:00 p.m.</b>	Board of Trustees meeting
<b>March 15, 2023 @ 6:00 p.m.</b>	Board of Trustees meeting
<b>Mt. Sterling</b>	
<b>March 17, 2023</b>	West Central Regional Meeting Spoon River College Outreach Center 2500 E Jackson Macomb IL 61455
<b>April 19, 2023 @ 6:00 p.m.</b>	Board of Trustees meeting
<b>May 17, 2023 @ 6:00 p.m.</b>	Board of Trustees meeting
<b>May 19, 2023</b>	Commencement
<b>June 21, 2023 @ 6:00 p.m.</b>	Board of Trustees meeting
<b>July 26, 2023 @ 6:00 p.m.</b>	Board of Trustees meeting
<b>August 16, 2023 @ 6:00 p.m.</b>	Board of Trustees meeting
<b>Workforce Development Center</b>	
	Board of Trustees meeting
<b>September 20, 2023 @ 6:00 p.m.</b>	
	Board of Trustees meeting
<b>October 18, 2023 @ 6:00 p.m.</b>	
<b>November 15, 2023 @ 6:00 p.m.</b>	Board of Trustees meeting
<b>December 13, 2023 @ 6:00 p.m.</b>	Board of Trustees meeting

02.15.2023 Board of Trustees Regular Meeting

**Mission:** JWCC enriches lives through learning by providing accessible educational opportunities and services at an exceptional value.

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Date: **2.15.2023** BOARD OF TRUSTEES MEETING  
From: Dana Keppner, Director of Human Resources  
RE: Personnel

**Personnel Items to Be Approved:**

**New Hires—Regular**

**Bell, Cara-PT Library Assistant**

Request authorization to hire into part-time, non-exempt position effective January 14, 2023, at an hourly wage of \$13 an hour

**Koettters, Christian-Instructor, Transportation Services**

Request authorization to hire into full-time, exempt, benefits-eligible, tenure-track, collective bargaining unit position at Associates, step 5, effective January 13, 2023, at an annual salary of \$40,546

**Williams, Tracy-Custodian**

Request authorization to hire into full-time, non-exempt, benefits-eligible position effective January 9, 2023, at an annual salary of \$24,336

**New Hires—Associate Faculty**

**Fischer, Kevin – Instructor, Welding**

Request authorization to hire into part-time position effective January 14, 2023, at \$507 per credit hour

**Hoover, Robert – Instructor, TDT**

Request authorization to hire into part-time position effective January 14, 2023, at \$23.12 an hour

**Status Changes**

**Melton, Colby-Office Assistant, Fiscal Services**

Request authorization to change status to the full-time, non-exempt, benefits-eligible position of Specialist, Accounting Services effective January 1, 2023 at an annual salary of \$31,824

**Hetzler, Dave-Interim Dean, CTE**

Request authorization to change status to the full-time, exempt, benefits-eligible position of Dean, CTE effective December 17, 2022 at an annual salary of \$72,085

**Personnel Items Reported:**

**New Hires—Non-Board Approved, Variable Part-time**

Vincent, Philip	Tutor, TRIO SSS	Student Services	\$13.25
Whitmore, Saloam	Instructor, Adult Ed	Instruction	\$30.00

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February 15, 2023, Board of Trustees Regular Meeting

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### Vacancies

#### College and Career Coach

Request authorization to fill full-time, exempt, benefits-eligible position pending appropriate administrative review – This position is 50% funded through a donation by the Tracy Family Foundation. They will focus on supporting students in Brown County for 50% of the time, both concurrent enrollment and those enrolled at JWCC. The college will fund the other 50% of the position to develop a model for college and Career Coach in other area high schools as identified. This will account for the additional 50% of hours.

#### Receptionist/Clerical Asst., SEC

Request authorization to fill part-time, non-exempt position pending appropriate administrative review

#### Specialist, Advising/Retention Services

Request authorization to fill full-time, non-exempt, benefits-eligible position pending appropriate administrative review

### Retirements/Resignations-Accepted by President

Amos, Heather-Instructor, Accounting – resignation effective May 19, 2023

Cen, Osman-Instructor, Natural Sciences – resignation effective July 31, 2023

Davis, Madeline-Specialist, Advising/Retention Services – resignation effective February 17, 2023

Jones, Deana-Receptionist/Clerical Asst., SEC – resignation effective February 14, 2023

**I concur with the Personnel recommendations.**

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February 15, 2023, Board of Trustees Regular Meeting

**Mission:** JWCC enriches lives through learning by providing accessible educational opportunities and services at an exceptional value.

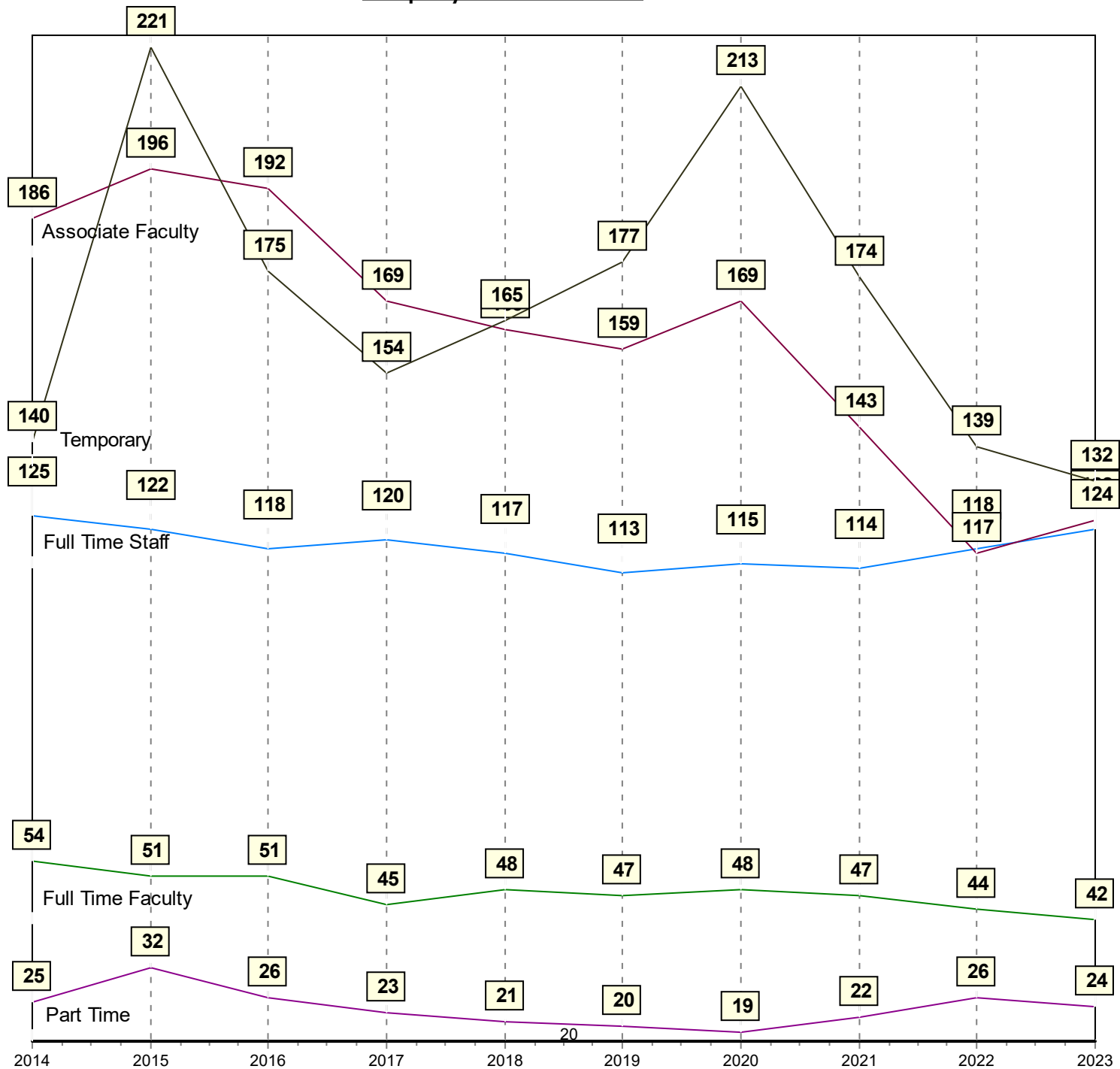
**Vision:** JWCC will be the community's partner and leader in education, workforce training and lifelong learning.

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# John Wood Community College, District No. 539

As Of 1/1/2023

## Employment Trends



**John Wood Community College**

***Financial Reports***

**Board of Trustees Meeting**

**February 15, 2023**

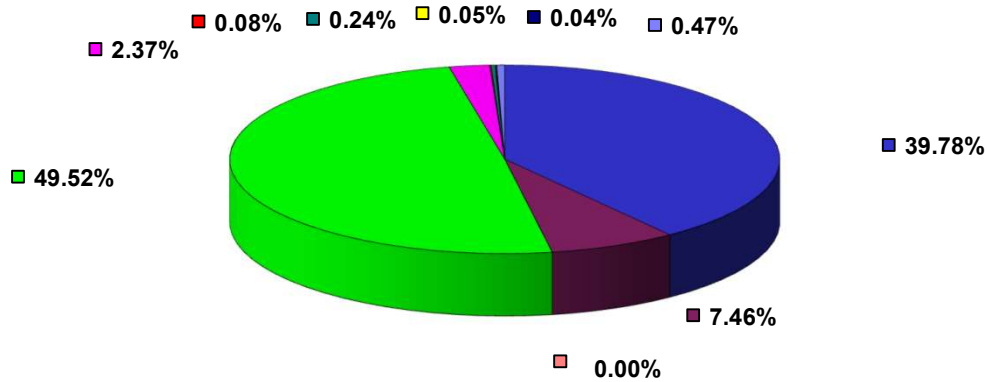


**John Wood Community College, District No. 539**  
**Comparison of Actual to Budget - FY ' 23 to FY ' 22**  
**As of December 31, 2022**  
**Unaudited**

**Operating Funds**

	<b>Actual</b> <b>FY ' 23</b>	<b>Budget</b> <b>FY ' 23</b>	<b>% of Budget</b> <b>FY ' 23</b>	<b>Actual</b> <b>FY ' 22</b>	<b>Budget</b> <b>FY ' 22</b>	<b>% of Budget</b> <b>FY ' 22</b>
<b><u>REVENUES:</u></b>						
Local Government Revenue	\$6,083,168	\$6,379,952	95.35 %	\$5,615,407	\$5,871,195	95.64 %
State Government Revenue	\$1,140,850	\$2,261,279	50.45 %	\$877,772	\$1,816,571	48.32 %
Federal Government Revenue	\$0	\$0	0.00 %	\$0	\$0	0.00 %
Student Tuition and Fees	\$7,571,696	\$7,024,991	107.78 %	\$7,306,353	\$7,934,263	92.09 %
Sales and Services Revenue	\$362,073	\$522,900	69.24 %	\$327,379	\$402,927	81.25 %
Facilities Revenue	\$12,017	\$15,000	80.11 %	\$11,418	\$15,000	76.12 %
Investment Revenue	\$36,163	\$24,400	148.21 %	\$10,347	\$30,000	34.49 %
Gifts and Grants Revenue	\$7,472	\$10,000	74.72 %	\$0	\$10,000	0.00 %
Other Revenue	\$6,832	\$11,600	58.90 %	\$9,061	\$13,500	67.12 %
Transfers From	\$71,447	\$162,713	43.91 %	\$52,917	\$105,973	49.93 %
<b>TOTAL REVENUES:</b>	<b>\$15,291,718</b>	<b>\$16,412,835</b>	<b>93.17 %</b>	<b>\$14,210,653</b>	<b>\$16,199,429</b>	<b>87.72 %</b>
<b><u>EXPENDITURES:</u></b>						
Salaries	\$4,104,801	\$9,033,318	45.44 %	\$4,126,310	\$9,015,123	45.77 %
Employee Benefits	\$951,045	\$2,161,348	44.00 %	\$1,026,388	\$2,167,037	47.36 %
Contractual Services	\$952,126	\$1,554,186	61.26 %	\$915,746	\$1,427,001	64.17 %
General Materials and Supplies	\$461,888	\$787,167	58.68 %	\$379,642	\$770,867	49.25 %
Travel & Conference/Meeting Expense	\$46,276	\$164,193	28.18 %	\$35,650	\$205,866	17.32 %
Fixed Charges	\$42,649	\$109,975	38.78 %	\$50,111	\$115,201	43.50 %
Utilities	\$275,731	\$642,500	42.92 %	\$251,108	\$607,400	41.34 %
Capital Outlay	\$45,052	\$100,600	44.78 %	\$98,548	\$201,273	48.96 %
Other Expenditures	\$501,499	\$1,318,752	38.03 %	\$481,642	\$1,128,309	42.69 %
Transfers To	\$308,882	\$484,261	63.78 %	\$318,230	\$561,352	56.69 %
<b>TOTAL EXPENDITURES:</b>	<b>\$7,689,948</b>	<b>\$16,356,299</b>	<b>47.02 %</b>	<b>\$7,683,376</b>	<b>\$16,199,429</b>	<b>47.43 %</b>
<b>REVENUES OVER (UNDER)</b>						
<b>EXPENDITURES</b>	<b>\$7,601,770</b>			<b>\$6,527,277</b>		

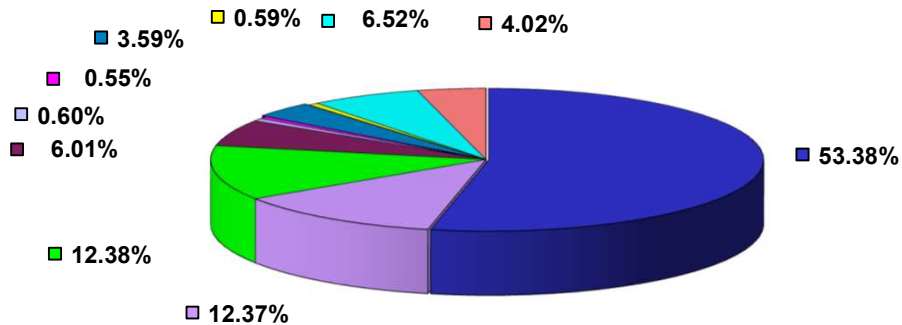
**FY23  
Operating Fund Revenues YTD as of December 31, 2022 Unaudited**



**Operating Fund Revenues: \$15,291,718**

39.78%	Local Government Sources	\$6,083,168
7.46%	State Government Sources	\$1,140,850
0.00%	Federal Government Sources	\$0
49.52%	Student Tuition and Fees	\$7,571,696
2.37%	Sales and Service Fees	\$362,073
0.08%	Facilities Revenue	\$12,017
0.24%	Investment Revenue	\$36,163
0.05%	Gifts and Grants Revenue	\$7,472
0.04%	Other Revenues	\$6,832
0.47%	Transfers from Other Funds	\$71,447

**FY23 Operating Fund Expenditures YTD as of December 31, 2022  
Unaudited**



**Operating Fund Expenditures: \$7,689,948**

53.38%	Salaries	\$4,104,801
12.37%	Employee Benefits	\$951,045
12.38%	Contractual Services	\$952,126
6.01%	Materials and Supplies	\$461,888
0.60%	Conference and Meeting	\$46,276
0.55%	Fixed Charges	\$42,649
3.59%	Utilities	\$275,731
0.59%	Capital Outlay	\$45,052
6.52%	Other Expenditures	\$501,499
4.02%	Transfer to/from Other Funds	\$308,882

**Balance Sheet - All Funds**  
**As of December 31, 2022**  
**Unaudited**

	Operating Funds	Oper. & Maint. Fund (Restricted)	Grant Restricted Funds	Special Levy Tax Fund	Working Cash Fund	Bond & Interest Fund	Auxiliary Enterprise Fund
<b><u>ASSETS</u></b>							
Cash	\$6,572,473	\$10,941,763	\$218,737	\$1,534,216	\$205,236	\$352,983	\$2,917,432
Investments	\$4,984,087	\$984,383	\$0	\$0	\$4,536,547	\$0	\$0
Receivables	\$2,874,239	(\$89)	\$101,666	(\$9,188)	\$0	(\$7,294)	\$0
Accrued Revenue	\$1,070	\$458	\$975,272	\$93	(\$197)	\$0	\$390
Interfund Receivables	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Inventory	\$116,957	\$0	\$0	\$0	\$0	\$0	\$328,519
Other Assets	\$0	\$115,508	\$0	\$0	\$0	\$0	\$0
Prepaid Expenses/Deferred Charges	\$335,503	\$0	\$7,925	\$4,275	\$0	\$0	\$125,790
<b>TOTAL ASSETS</b>	<b>\$14,884,328</b>	<b>\$12,042,023</b>	<b>\$1,303,601</b>	<b>\$1,529,396</b>	<b>\$4,741,587</b>	<b>\$345,689</b>	<b>\$3,372,130</b>
<b><u>LIABILITIES</u></b>							
Payroll Deduction Liabilities	(\$1,113)	\$0	\$0	\$175	\$0	\$0	\$0
Accounts Payable	\$128,484	\$0	\$31,169	\$0	\$0	\$0	\$200,860
Accrued Expense	\$797,514	\$0	\$36,594	\$23,306	\$0	\$0	\$8,463
Interfund Payables	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Deferred Revenue	\$11,151	\$0	\$13,563	\$0	\$0	\$0	\$273
Other Liabilities	\$78	\$0	\$0	\$0	\$0	\$0	\$0
CLEARING ACCOUNTS	\$28,354	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL LIABILITIES</b>	<b>\$964,467</b>	<b>\$0</b>	<b>\$81,326</b>	<b>\$23,481</b>	<b>\$0</b>	<b>\$0</b>	<b>\$209,596</b>
FUND BALANCE 7/01/2022	\$6,318,091	\$12,779,659	\$1,157,730	\$854,801	\$4,723,451	\$286,798	\$3,134,855
Revenue Over (Under) Expense	\$7,601,770	(\$737,636)	\$64,545	\$651,115	\$18,136	\$58,891	\$27,679
<b>FUND BALANCE 12/31/2022</b>	<b>\$13,919,861</b>	<b>\$12,042,023</b>	<b>\$1,222,275</b>	<b>\$1,505,915</b>	<b>\$4,741,587</b>	<b>\$345,689</b>	<b>\$3,162,534</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$14,884,328</b>	<b>\$12,042,023</b>	<b>\$1,303,601</b>	<b>\$1,529,396</b>	<b>\$4,741,587</b>	<b>\$345,689</b>	<b>\$3,372,130</b>

**JWCC Investment Report  
FY 2023**

**UNAUDITED REPORT**

<b><u>Total Cash and Investments</u></b>	<b>Value as of <u>December 31, 2022</u></b>
JWCC Checking	9,934,363.09
JWCC MMA/Cash	13,541.84
Illinois Funds	8,500,024.06
Raymond James Financial Services	4,313,149.48
Money Market	5,812.96
JWCC CDs	10,505,017.10
<b>Total Cash and Investments</b>	<b><u>33,271,908.53</u></b>

<b><u>Held by JWCC</u></b>	<b><u>Rate</u></b>	<b><u>Maturity Date</u></b>	<b><u>Fund</u></b>
Checking Accounts	1.75%		9,934,363.09 all funds
Raymond James Financial Services	2.51%		4,313,149.48 all funds
IL FUND Checking	2.516%		8,500,024.06 all funds
Peoples Prosperity Bank Savings	0.02%		13,541.84 split 07 & 32
Money Market -FBT	1.75%		5,812.96 all funds
Mercantile Trust & Savings Bank CD	2.12%	12/12/22	250,000.00 07
Mercantile Trust & Savings Bank CD	2.12%	12/12/22	100,000.00 07
Central State Bank	1.55%	03/12/23	100,000.00 07
Central State Bank	1.55%	03/12/23	250,000.00 07
Peoples Prosperity Time Deposit	0.77%	12/14/2023	250,000.00 32
Commerce Bank	2.125%*	3/31/2024	238,389.25 32
Commerce Bank	0.25%*	6/15/2024	245,993.37 32
Peoples Prosperity Bank Savings	1.06%	12/12/2024	100,000.00 07
Peoples Prosperity Bank Savings	1.06%	12/12/2024	250,000.00 07
Commerce Bank	1.75%*	3/15/2025	238,297.50 07
Commerce Bank	1.75%*	3/15/2025	95,508.13 07
Commerce Bank	0.25%*	6/30/2025	245,784.26 07
Commerce Bank	0.25%*	6/30/2025	97,950.92 07
Peoples Prosperity Time Deposit	3.35%	9/19/2024	250,000.00 32
Commerce Bank	3.50%*	9/15/2025	245,371.00 07
Commerce Bank	3.50%*	9/15/2025	98,148.40 07
Commerce Bank	4.206%*	4/13/2023	2,520,134.40 01
Commerce Bank	4.297%*	10/5/2023	2,465,487.20 07
Commerce Bank	3.70%*	5/15/2027	2,463,952.67 01
<b>Total Cash and Investments</b>			<b><u>33,271,908.53</u></b>

\*indicates a yield to maturity rather than an interest rate

**John Wood Community College**

***Financial Reports***

**Board of Trustees Meeting**

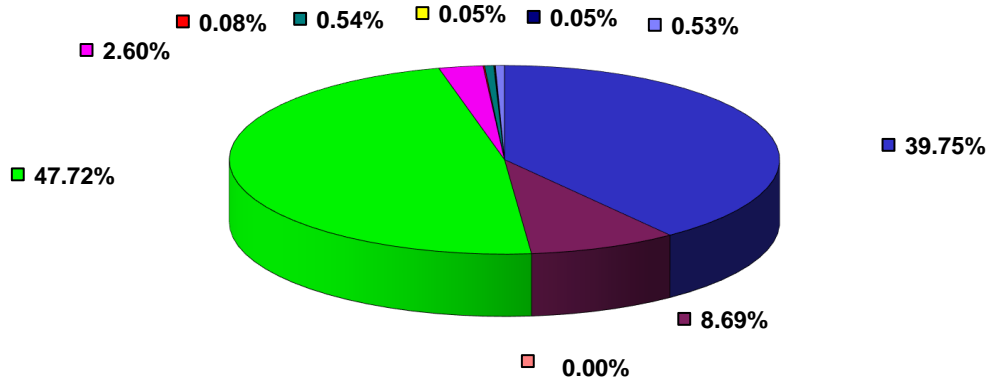
**February 15, 2023**

**John Wood Community College, District No. 539**  
**Comparison of Actual to Budget - FY' 23 to FY' 22**  
**As of January 31, 2023**  
**Unaudited**

**Operating Funds**

	<b>Actual</b> <b>FY ' 23</b>	<b>Budget</b> <b>FY ' 23</b>	<b>% of Budget</b> <b>FY ' 23</b>	<b>Actual</b> <b>FY ' 22</b>	<b>Budget</b> <b>FY ' 22</b>	<b>% of Budget</b> <b>FY ' 22</b>
<b><u>REVENUES:</u></b>						
Local Government Revenue	\$6,369,153	\$6,379,952	99.83 %	\$5,793,559	\$5,871,195	98.68 %
State Government Revenue	\$1,391,774	\$2,261,279	61.55 %	\$1,089,132	\$1,816,571	59.96 %
Federal Government Revenue	\$0	\$0	0.00 %	\$0	\$0	0.00 %
Student Tuition and Fees	\$7,646,026	\$7,024,991	108.84 %	\$7,279,381	\$7,934,263	91.75 %
Sales and Services Revenue	\$416,141	\$522,900	79.58 %	\$359,183	\$402,927	89.14 %
Facilities Revenue	\$13,477	\$15,000	89.85 %	\$12,433	\$15,000	82.88 %
Investment Revenue	\$86,266	\$24,400	353.55 %	\$11,863	\$30,000	39.54 %
Gifts and Grants Revenue	\$7,472	\$10,000	74.72 %	\$0	\$10,000	0.00 %
Other Revenue	\$7,328	\$11,600	63.17 %	\$28,193	\$13,500	208.84 %
Transfers From	\$85,416	\$162,713	52.49 %	\$58,537	\$105,973	55.24 %
<b>TOTAL REVENUES:</b>	<b>\$16,023,053</b>	<b>\$16,412,835</b>	<b>97.63 %</b>	<b>\$14,632,280</b>	<b>\$16,199,429</b>	<b>90.33 %</b>
<b><u>EXPENDITURES:</u></b>						
Salaries	\$4,782,548	\$9,033,318	52.94 %	\$4,622,497	\$9,015,123	51.27 %
Employee Benefits	\$1,151,727	\$2,161,348	53.29 %	\$1,161,186	\$2,167,037	53.58 %
Contractual Services	\$1,132,590	\$1,554,186	72.87 %	\$935,789	\$1,427,001	65.58 %
General Materials and Supplies	\$510,254	\$787,167	64.82 %	\$405,510	\$770,867	52.60 %
Travel & Conference/Meeting Expense	\$56,211	\$164,193	34.23 %	\$40,801	\$205,866	19.82 %
Fixed Charges	\$49,559	\$109,975	45.06 %	\$57,571	\$115,201	49.97 %
Utilities	\$350,001	\$642,500	54.47 %	\$298,575	\$607,400	49.16 %
Capital Outlay	\$99,527	\$100,600	98.93 %	\$100,220	\$201,273	49.79 %
Other Expenditures	\$508,807	\$1,318,752	38.58 %	\$491,784	\$1,128,309	43.59 %
Transfers To	\$308,882	\$484,261	63.78 %	\$318,230	\$561,352	56.69 %
<b>TOTAL EXPENDITURES:</b>	<b>\$8,950,107</b>	<b>\$16,356,299</b>	<b>54.72 %</b>	<b>\$8,432,163</b>	<b>\$16,199,429</b>	<b>52.05 %</b>
<b>REVENUES OVER (UNDER)</b>						
<b>EXPENDITURES</b>	<b>\$7,072,946</b>			<b>\$6,200,116</b>		

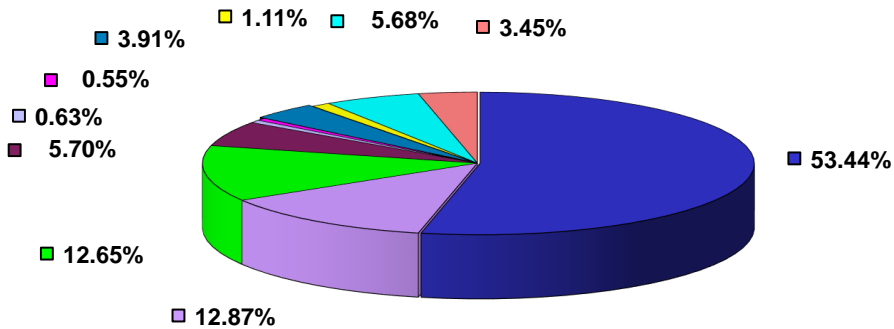
**FY23  
Operating Fund Revenues YTD as of January 31, 2023 Unaudited**



**Operating Fund Revenues: \$16,023,053**

39.75%	Local Government Sources	\$6,369,153
8.69%	State Government Sources	\$1,391,774
0.00%	Federal Government Sources	\$0
47.72%	Student Tuition and Fees	\$7,646,026
2.60%	Sales and Service Fees	\$416,141
0.08%	Facilities Revenue	\$13,477
0.54%	Investment Revenue	\$86,266
0.05%	Gifts and Grants Revenue	\$7,472
0.05%	Other Revenues	\$7,328
0.53%	Transfers from Other Funds	\$85,416

**FY23 Operating Fund Expenditures YTD as of January 31, 2023  
Unaudited**



**Operating Fund Expenditures: \$8,950,107**

53.44%	Salaries	\$4,782,548
12.87%	Employee Benefits	\$1,151,727
12.65%	Contractual Services	\$1,132,590
5.70%	Materials and Supplies	\$510,254
0.63%	Conference and Meeting	\$56,211
0.55%	Fixed Charges	\$49,559
3.91%	Utilities	\$350,001
1.11%	Capital Outlay	\$99,527
5.68%	Other Expenditures	\$508,807
3.45%	Transfer to/from Other Funds	\$308,882

**Balance Sheet - All Funds**  
**As of January 31, 2023**  
**Unaudited**

	Operating Funds	Oper. & Maint. Fund (Restricted)	Grant Restricted Funds	Special Levy Tax Fund	Working Cash Fund	Bond & Interest Fund	Auxiliary Enterprise Fund
<b><u>ASSETS</u></b>							
Cash	\$6,507,103	\$11,109,307	(\$541,242)	\$1,439,389	\$206,184	\$357,957	\$3,097,490
Investments	\$5,019,604	\$985,608	\$0	\$0	\$4,549,344	\$0	\$0
Receivables	\$2,667,400	\$0	\$186,110	\$0	\$0	\$0	\$0
Accrued Revenue	\$0	\$0	\$1,028,109	\$0	\$0	\$0	\$0
Interfund Receivables	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Inventory	\$116,957	\$0	\$0	\$0	\$0	\$0	\$328,519
Other Assets	\$0	\$115,508	\$0	\$0	\$0	\$0	\$0
Prepaid Expenses/Deferred Charges	\$359,966	\$0	\$7,925	\$4,275	\$0	\$0	\$125,790
<b>TOTAL ASSETS</b>	<b>\$14,671,030</b>	<b>\$12,210,423</b>	<b>\$680,902</b>	<b>\$1,443,664</b>	<b>\$4,755,529</b>	<b>\$357,957</b>	<b>\$3,551,799</b>
<b><u>LIABILITIES</u></b>							
Payroll Deduction Liabilities	(\$14,934)	\$0	\$0	\$175	\$0	\$0	\$0
Accounts Payable	\$304,186	\$11,273	\$45,003	\$4,963	\$0	\$0	\$299,262
Accrued Expense	\$876,757	\$0	\$48,444	\$28,026	\$0	\$0	\$11,280
Interfund Payables	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Deferred Revenue	\$11,151	\$0	\$13,563	\$0	\$0	\$0	\$272
Other Liabilities	\$78	\$0	\$0	\$0	\$0	\$0	\$0
CLEARING ACCOUNTS	\$65,765	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL LIABILITIES</b>	<b>\$1,243,003</b>	<b>\$11,273</b>	<b>\$107,009</b>	<b>\$33,164</b>	<b>\$0</b>	<b>\$0</b>	<b>\$310,814</b>
FUND BALANCE 7/01/2022	\$6,355,081	\$12,779,659	\$1,157,730	\$863,476	\$4,723,451	\$293,656	\$3,134,855
Revenue Over (Under) Expense	\$7,072,946	(\$580,509)	(\$583,837)	\$547,024	\$32,078	\$64,301	\$106,130
<b>FUND BALANCE 1/31/2023</b>	<b>\$13,428,027</b>	<b>\$12,199,150</b>	<b>\$573,893</b>	<b>\$1,410,500</b>	<b>\$4,755,529</b>	<b>\$357,957</b>	<b>\$3,240,985</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$14,671,030</b>	<b>\$12,210,423</b>	<b>\$680,902</b>	<b>\$1,443,664</b>	<b>\$4,755,529</b>	<b>\$357,957</b>	<b>\$3,551,799</b>



**JWCC Investment Report  
FY 2023**

**UNAUDITED REPORT**

<b><u>Total Cash and Investments</u></b>	<b>Value as of <u>January 31, 2023</u></b>
JWCC Checking	8,809,898.00
JWCC MMA/Cash	13,542.46
Illinois Funds	9,046,244.55
\	4,319,973.97
Money Market	5,821.88
JWCC CDs	10,554,555.87
<b>Total Cash and Investments</b>	<b><u><u>32,750,036.73</u></u></b>

<b><u>Held by JWCC</u></b>	<b><u>Rate</u></b>	<b><u>Maturity Date</u></b>		<b><u>Fund</u></b>
Checking Accounts	1.75%		8,809,898.00	all funds
Raymond James Financial Services	2.51%		4,319,973.97	all funds
IL FUND Checking	2.516%		9,046,244.55	all funds
Peoples Prosperity Bank Savings	0.02%		13,542.46	split 07 & 32
Money Market -FBT	1.75%		5,821.88	all funds
Mercantile Trust & Savings Bank CD	2.12%	12/12/22	250,000.00	07
Mercantile Trust & Savings Bank CD	2.12%	12/12/22	100,000.00	07
Central State Bank	1.55%	03/12/23	100,000.00	07
Central State Bank	1.55%	03/12/23	250,000.00	07
Peoples Prosperity Time Deposit	0.77%	12/14/2023	250,000.00	32
Commerce Bank	2.125%*	3/31/2024	238,754.56	32
Commerce Bank	0.25%*	6/15/2024	246,853.26	32
Peoples Prosperity Bank Savings	1.06%	12/12/2024	100,000.00	07
Peoples Prosperity Bank Savings	1.06%	12/12/2024	250,000.00	07
Commerce Bank	1.75%*	3/15/2025	239,498.53	07
Commerce Bank	1.75%*	3/15/2025	95,989.49	07
Commerce Bank	0.25%*	6/30/2025	247,530.86	07
Commerce Bank	0.25%*	6/30/2025	98,646.98	07
Peoples Prosperity Time Deposit	3.35%	9/19/2024	250,000.00	32
Commerce Bank	3.50%*	9/15/2025	246,601.50	07
Commerce Bank	3.50%*	9/15/2025	98,640.60	07
Commerce Bank	4.206%*	4/13/2023	2,526,899.55	01
Commerce Bank	4.297%*	10/5/2023	2,472,436.30	07
Commerce Bank	3.70%*	5/15/2027	2,492,704.24	01
<b>Total Cash and Investments</b>			<b><u><u>32,750,036.73</u></u></b>	

\*indicates a yield to maturity rather than an interest rate

# John Wood Community College

## Expenditures for Payment

Accounts Payable. ....	<i>.Presented to Finance Committee</i>
Payroll. ....	<i>.Presented to.Finance Committee</i>
Petty Cash. ....	<i>.Presented.to Finance Committee</i>
Purchase Cards. ....	<i>.Presented.to Finance Committee</i>

## Ratification of Expenditures

The foregoing summary of obligations have been processed for payment. The College Administration certifies that these obligations, have been incurred in accordance with Board Policy, and where required, quotes and or bids were obtained. The Finance Committee of the Board has reviewed the payments and reported their findings to the Board of Trustees at the regular meeting.

Ratified this 15th day of February.

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Chair

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Secretary

Board of Trustees of Community College  
District No. 539, Counties of Adams,  
Pike, Hancock, Calhoun, Schuyler,  
Brown, Morgan, Scott, and Cass,  
and the State of Illinois.

## Board of Trustees Meeting