



**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:

3CX Conference Joining info:

Dial 217-641-4100 Enter PIN 188451

Employees connected to 3CX can join by dialing 7000 and enter PIN 188451

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 and arrangements will be made to allow public comment through teleconferencing.

Date: **04.23.25 BOARD OF TRUSTEES REGULAR MEETING AND REORGANIZATIONAL MEETING**

Location: Board Room, Student Administrative Center, 1301 South 48th 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. Canvass Election Results**
- 4.1 Request adoption of a Resolution proclaiming election results for two full terms of six years and canvass of those election results 1-3
- 4.2 **Recognition and Oath of Office** 4-6
- Recognition of outgoing trustee – Dr. Randy Greenwell (*April 2019- April 2025*)
- Oath of Office to the newly elected Board of Trustees:
 - R. Kent Snider and Andrew Sprague

April 23, 2025, 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

- 5. Recognition of Outgoing Student Trustee and New Student Oath of Office** 7-8
 - 5.1 Outgoing recognition to student trustee – Kannon Dickerman (*term 2024-2025*)
 - 5.2 Oath of Office – newly selected student trustee Jacob Davis (*term 2025-2026*)

- 6. Introductions**
 - 6.1 **Student Government Association Officers** - President, Vice President, Secretary, Treasurer, PR Secretary

President – Brady Althoff
 Vice President - Lizzy Blickhan
 Treasurer – Colton Coats
 Secretary - Karlie Barry
 Student Trustee – Jacob Davis
 - 6.2 **New Employees**

Britta Carper – Human Resources Associate
 Karyn Dunn – Manager, Auxiliary Operations
 Tim Hughes – Coordinator, Purchasing
 Logan Kramer – Sous Chef
 Jamie Sowell – Assistant, Office & Data Entry
 Dana Caley, Academic Advisor & Success Coach

- 7. Organization of the Board Resolution Mr. Rhea/David Penn** 9-11
 - 7.1 *Election of officers for the JWCC Board of Trustees*

Chair
 Vice chair
 Secretary
 - 7.2 *Selection of Board of Trustees Standing Committees*

Executive Committee – Chair, Vice-Chair, Secretary
 Finance and Audit Committee – Two trustees
 Curriculum Committee – Two trustees
 - 7.3 *Selection of ICCTA representative and first alternate*
 - 7.4 Request adoption of a Resolution providing for the organization of the Board of Trustees for 2025-2026

- 8. Blazers at their Best**

April 23, 2025, Board of Trustees 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

9. Special Report

9. Consideration of Items from the Floor

10. Public and/or Employee Comment

11. President and Committee Reports

11.1 ICCTA/West Central Region Report – *Dr. Randy Greenwell, Mr. Don Hess, first alternate* No Report

11.2 Board Executive Committee Report – *Mr. Bob Rhea, Mr. Andy Sprague, Ms. Paula Hawley* Table Folder

11.3 Board Curriculum Committee Report – *Dr. Randy Greenwell, Mr. Don Hess* Table Folder

11.4 Board Finance and Audit Committee Report – *Mr. Larry Fischer, Ms. Angela Greger* Table Folder

11.5 Student Trustee Report – *Mr. Kannon Dickerman*

11.6 Administration Report – *Dr. Bryan Renfro*

12. Consent Agenda
Consent business Items

12.1 Request approval of 03.18.25 regular Board meeting minutes and 04.09.25 special meeting minutes 12-21

12.2 Request approval of bills for March payment **Finance and Audit Committee**

12.3 Request approval of monthly financial statements for March **Finance and Audit Committee**

12.4 Request approval of trustee & employee travel expenditures for March **Finance and Audit Committee**

12.5 Request approval of a proposed credit hour fee and credit hour fee range for new course BIO 121 “Principles of Biology I - Credit Hour Fee \$17.00 Fee Range: \$0-\$200 per credit hour 22

April 23, 2025, Board of Trustees 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

12.6	Request approval of a proposed credit hour fee and credit hour fee range for new course BIO 122 "Principles of Biology II - Credit Hour Fee \$17.00 Fee Range: \$0-\$200 per credit hour	23
12.7	Request approval of curriculum items as proposed	24-25
13.	Grant items	
14.	Business	
14.1	Request authorization to enter into a one (1) year sublease agreement with two (2) successive one (1) year automatic renewal options with the University of Illinois Extension for space at our Mt. Sterling Education Center	26-45
14.2	Request authorization to enter into a one (1) year lease agreement with (2) successive one (1) year automatic renewal options with the University of Illinois Extension for space at the Orr facility on the Baylis Agricultural Education Center property	46-65
14.3	Request acceptance of the proposal and award Gerber Tours as the vendor to provide travel for the Upward Bound program in the amount of \$49,812.00	66
14.4	Request adoption of the 2026-2027 and 2027-2028 college calendars	67-69
14.5	Request authorization to accept and award Advanced Technologies the bid for Solar and Wind Turbine installation in the amount of \$38,366, plus shipping cost	70-75
15.	Discussion Items	
15.1	Calendar of Eve - Graduation – May 16, 2025; Retreat date proposal – June 2	
16.	Notices and Communications	
17.	Personnel Items	
17.1	Request authorization to employ new staff and faculty, accept resignations, retirements, terminations, and implement status changes as presented.	76-77
18.	Other Items	
19.	Closed Session	
19.1	A closed session will be necessary to consider the appointment, employment, discipline, performance, or dismissal of specific employees of the public body	78
20.	Resume Open Session	

April 23, 2025, Board of Trustees 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

21. Open Session Matters

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

22. Adjournment

"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."

April 23, 2025, Board of Trustees 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



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

RESOLUTION PROCLAIMING ELECTION RESULTS 2025

WHEREAS, an election was held on **the 1st day of April, 2025**, for two (2) members of the Board of Trustees of John Wood Community College, Counties of Adams, Pike, Hancock, Calhoun, Schuyler, Brown, Morgan, Scott and Cass, and State of Illinois, **two (2) for full six year terms** as provided by law; and,

WHEREAS, at such election the following candidates were nominated and printed on the ballot for a full term as provided by law:

Mr. R. Kent Snider

Mr. Andrew Sprague

Mr. Christopher Adam Holtschlag

Ms. Elizabeth Weas Cash

and,

WHEREAS, such election was held and the results of said election provided to this Board of Trustees by the County Clerk/Recorder of Adams County, Illinois, as the canvassing official in cooperation with the various county clerks of the counties in which the Community College is located; and,

WHEREAS, this Board of Trustees desired to confirm, declare, and proclaim the election of members.

April 23, 2025 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

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED BY THIS BOARD OF TRUSTEES OF JOHN WOOD COMMUNITY COLLEGE, COUNTIES OF ADAMS, PIKE, HANCOCK, CALHOUN, SCHUYLER, BROWN, MORGAN, SCOTT, AND CASS, AND STATE OF ILLINOIS, as follows:

Section 1. That it is hereby confirmed, declared, and proclaimed **Andy Sprague, and R. Kent Snider** were elected as members of the Board of Trustees of John Wood Community College, Counties of Adams, Pike, Hancock, Calhoun, Schuyler, Brown, Morgan, Scott, and Cass, and State of Illinois, at the election held on the 1st day of April, 2025, for full terms.

Section 2. That this resolution shall take effect forthwith upon its passage.

DATED: This **23rd** day of **April 2025**.

APPROVED:

Chairman

ATTEST:

Secretary

April 23, 2025 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



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

**April 1st, 2025, Election Results
For 2 full six-year terms**

Result Totals:

(Official results will be available at the meeting)

**R Kent Snider, Andrew Sprague, Adam Christopher Holtschlag, Beth Weas Cash
Candidates**

87	Snider	Sprague	Holtschlag	Cash	Write In
Adams	4443	2877	3613	2734	
Brown	160	166	159	176	
Calhoun	8	7	1	3	
Cass	6	8	6	8	
Hancock	58	50	55	27	
Morgan	87	93	48	101	
Pike	712	1459	491	786	
Schuyler	14	7	14	13	
Scott	6	12	9	9	
TOTALS	5494	4679	4396	3857	

April 23, 2025, 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



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

Recognition

Trustee

Presentation of plaque to:

Dr. Randy Greenwell

In recognition for his years of service

as Trustee on the

John Wood Community College

Board of Trustees

2019-2025

April 23, 2025, 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



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

OATH OF OFFICE

BOARD MEMBER

I, **R. Kent Snider**, having been elected to the office of member of the Board of Trustees of Community College District No. 539, Counties of Adams, Pike, Hancock, Calhoun, Schuyler, Brown, Morgan, Scott, and Cass, and State of Illinois, do solemnly swear, or affirm, that I will support the Constitution of the United States and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of member of the Board of Trustees to the best of my ability.

Subscribed and sworn before me on the **23rd** day of **April 2025**.

Trustee

Notary Public

April 23, 2025, 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



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

OATH OF OFFICE

BOARD MEMBER

I, **Andrew Sprague**, having been elected to the office of member of the Board of Trustees of Community College District No. 539, Counties of Adams, Pike, Hancock, Calhoun, Schuyler, Brown, Morgan, Scott, and Cass, and State of Illinois, do solemnly swear, or affirm, that I will support the Constitution of the United States and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of member of the Board of Trustees to the best of my ability.

Subscribed and sworn before me on the **23rd** day of **April 2025**.

Trustee

Notary Public

April 23, 2025, 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



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

Recognition

Student Trustee

Presentation of plaque to:

Mr. Kannon Dickerman

In recognition for his service

as Student Trustee on the

John Wood Community College

Board of Trustees

2024-2025

April 23, 2025, JWCC Board regular and reorganizational 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



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

OATH OF OFFICE

STUDENT TRUSTEE

I, **Jacob Davis**, having been selected to the office of student trustee of the Board of Trustees of John Wood Community College, Counties of Adams, Pike, Hancock, Calhoun, Schuyler, Brown, Morgan, Scott, and Cass, and State of Illinois, do solemnly swear, or affirm, that I will support the Constitution of the United States and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of member of the Board of Trustees to the best of my ability.

Subscribed and sworn before me on the **23rd** day of **April 2025**.

Student Trustee

Notary Public

April 23, 2025, 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



JWCC Board of Trustees Committee System Structure 2025-2026

The Board of Trustees is organized into three committees, Executive, Curriculum and Finance and Audit. The Executive Committee is made up of three Trustees – Chair, Vice Chair, and Secretary and will meet with College administration to review issues, policies, procedures, and personnel affecting the entire College. Representation on the Curriculum and Finance and Audit committee will be made up of two trustees each to meet with College administrators to review issues facing the College and to advise the Board on appropriate action after consultation with the College President. The committees will serve as a conduit of information, allowing the Board to be informed and current on matters facing the College and to allow the administration to be aware of Board concerns and opinions. The system's structure is subject to change and alteration as needed and may vary from time to time.

Executive Committee - to meet regularly with College administration to review issues, policies, and procedures affecting the entire College. To meet regularly with appropriate College administration to review personnel policies, hear recommendations for tenure and sabbatical leaves, discuss employee discipline and/or termination issues, and to coordinate the evaluation to the President of the College. The intent will be to remain current regarding personnel matters and to advise the Board accordingly. The Executive Committee makes recommendations for Board action as well as assigns tasks to the attention of the Curriculum, Finance and Audit Committee as appropriate.

Three trustees selected by the Board of Trustees as chair, vice chair, and secretary. Lead officer: President

Members for 2025-2026: Chair, Vice-Chair, Secretary,

Curriculum Committee - to meet regularly with appropriate College personnel to address issues regarding courses, certificate programs, degree programs, and non-degree activities. The intent will be to allow the Board to be informed of all curricula proposals, statewide problems/challenges/demands, staffing requirements, and facility or equipment needs and to advise the Board accordingly.

Two trustees appointed by Board chair. Lead officer: Vice President for Instruction

Members for 2025-2026:

Finance and Audit Committee - to meet regularly with appropriate College personnel to review the savings and investment opportunities of idle cash, and to seek maximum return; to consider budget development and priorities; to consider tax rates and tax levies. The intent will be to practice prudent decisions to protect college assets, to understand the college financial status, to make responsible taxing decisions, and to advise the Board accordingly.

Two trustees appointed by the Board chair. Lead officer: Dean Business Services and Institutional Effectiveness

Members for 2025-2026:

2025-2026 ICCTA Representative –and First Alternate



**2025-2026 RESOLUTION PROVIDING FOR ORGANIZATION OF
THE BOARD OF TRUSTEES OF JOHN WOOD COMMUNITY COLLEGE
COUNTIES OF ADAMS, PIKE, HANCOCK, CALHOUN,
SCHUYLER, BROWN, MORGAN, SCOTT, AND CASS
AND STATE OF ILLINOIS**

WHEREAS, the Board of Trustees of John Wood Community College is composed of the following members:

Mr. Robert Rhea

Mr. Andrew Sprague

Ms. Paula Hawley-Sargent

Mr. Don Hess

Mr. Larry Fischer

Mr. R. Kent Snider

Ms. Angela Greger

Jacob Davis and,

WHEREAS, it is necessary that the said Board of Trustees organize.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED BY THIS BOARD OF TRUSTEES OF JOHN WOOD COMMUNITY COLLEGE, COUNTIES OF ADAMS, PIKE, HANCOCK, CALHOUN, SCHUYLER, BROWN, MORGAN, SCOTT, AND CASS AND STATE OF ILLINOIS as follows:

Section 1. That this Board of Trustees at this meeting held on the 23rd day of April, 2025, has elected a Chairman, Vice Chairman, and Secretary of this Board of Trustees to serve until April 2026.

_____ Chairman

_____ Vice Chairman

_____ Secretary

April 23, 2025, 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



Office of the President

Section 2. That the regular meetings of this Board of Trustees shall be held in the offices of the Board of Trustees at 1301 South 48th Street, Quincy, Illinois, on the third Wednesday of each month. Such meetings will be held at the hour of 6:00 o'clock p.m.

Section 3. That the rules and policies of this Board of Trustees of this Community College District as the same were in effect prior to the present organization of this Board of Trustees be and the same are hereby continued in full force and effect as the rules and policies of this Board of Trustees and of this Community College District, except insofar as the same may conflict with any provision of this Resolution and to such extent, if any, such existing rules and policies are hereby repealed, but only to the extent of such conflict.

Section 4. That this Resolution shall take effect forthwith upon its passage, and that all Resolutions or parts thereof in conflict herewith be and the same are hereby repealed to the extent of such conflict.

DATED: This 23rd of April 2025.

APPROVED: _____ **Chairman**

ATTEST: This 23rd of April 2025.

_____ **Secretary**

April 23, 2025, 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



Office of the President

Date: **03.18.25** Board of Trustees Meeting

RE: **BOARD MEETING MINUTES**

Location: Southeast Education Center, 39637 260th Ave, Pittsfield, Illinois, 62363

1. Call to Order/Appointment of Assistant Secretary

The **03.18.25** Board of Trustees meeting was called to order at the Southeast Education Center, Pittsfield Il, 62363 at 6:00 p.m. by Mr. Bob Rhea, chair. Mr. Rhea appointed Ms. Benz assistant secretary.

2. Roll Call

Ms. Benz called roll:

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Dickerman			X	
Ms. Greger			X	
Mr. Hess			X	
Mr. Sprague			X	
Ms. Hawley			X	
Dr. Greenwell			X	
Mr. Fischer			X	
Mr. Rhea			X	
Voice Vote				

Attendees: Dr. Bryan Renfro, Ms. Leah Benz, Mr. David Penn, Dr. Shelley Barkley, Mr. Josh Welker, Dr. Steven Soebbing, Mr. Matt Carey, Mr. Dave Hetzler, Ms. Diane Vose, Mr. Chris Koettters, Ms. Bethany Beeler, and Ms. H.K. Giltner.

3. Pledge of Allegiance; Mission Statement – Pledge of Allegiance was said, and mission statement read.

4. Introductions – Mr. Dickerman was acknowledged for his last official meeting serving as student trustee.

Newly tenured faculty were acknowledged. They were H.K. Giltner, Chris Koettters, and Bethany Beeler.

4.1 Blazers at Their Best - Two employees were recognized for “Blazers at their Best”.

Staff employee, Vicky Nieders, assisted a student who returned to college at the age of 49. The student stated she had registered for what she thought would be easy classes, but immediately found out how technologically challenged she was. She stated she went to see Vicky about the difficulties she was having in being able to even know how to use Canvas and being able to do her assignments. She wrote “she was so wonderful to me and broke everything down step by step in easy-to-follow steps!” Without meeting

03.18.25 Board of Trustees 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

her, I would have ended up dropping out of college. She wanted Vicky to know how grateful she is to have met her.

Faculty member, Tiffany Frericks, assisted a student in her Marriage and Family online course. The student shared that Ms. Frericks, wrote a comment as feedback, compliments, questions and even her own story/experience on her assignments which surprised her because none of her previous on-line professors did this. She stated that Tiffany went above the expectations to really connect with her students. She emphasized this made such a difference in the course for her, encourage her to engage and really learn. The student stated she felt free to share her response with Ms. Frericks because she would never judge. She appreciated her taking her time, effort, and care in her job and students.

5. **Special Report - None**

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

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

8. **President and Committee Reports**

8.1 **ICCTA/West Central Region Report - Dr. Randy Greenwell, ICCTA representative, Mr. Don Hess.**
No report.

8.2 **Board Executive Committee Report - Mr. Bob Rhea, Mr. Andy Sprague, Ms. Paula Hawley**

The Executive Committee met on Wednesday, March 12, 2025, in room C252 at 11:00 a.m. Attendees were Mr. Bob Rhea, Ms. Paula Hawley, and Mr. Andy Sprague, trustees via Zoom. Dr. Bryan Renfr, president, and Ms. Leah Benz, notetaker, present.

The committee discussed and reviewed March Board agenda items. Those included:

Consent items

February regular meeting minutes

Financials, bills for payment, travel expenditures, for February.

Grant items

No grant items.

Business items

No business items.

Personnel item

Personnel items were deferred to closed session.

Additional items included: Discussion on facility/property options in Pittsfield; an option to purchase adjacent land next to the main campus; update on caring campus; update on rural pathways; update on



Office of the President

nursing accreditation; and an update on the election process. Proposed legislation on community colleges offering baccalaureate degrees was discussed.

8.3 Board Curriculum Committee Report - Dr. Randy Greenwell, Mr. Don Hess. The Curriculum Committee convened on Wednesday, March 12, 2025, at 10:00 a.m. in room C252. Present were trustee, Dr. Randy Greenwell, and Don Hess; Dr. Bryan Renfro, president, Dr. Shelley Barkley, vice president of academic & student affairs and Kristina Johnson; notetaker.

The request to designate MUS 131 Music Theory/Ear Training I, as a general education requirement was discussed. Further clarification to ensure it aligns with institutional standards and educational objectives is still needed before reconsideration.

Review of process and submission was also noted.

8.4 Board Finance and Audit Committee Report - Mr. Larry Fischer, Ms. Angela Greger - The Finance and Audit Committee met on March 12, 2025, at 3:30 p.m., at John Wood Community College. Present were Dr. Bryan Renfro; president, Josh Welker; dean of business services & institutional effectiveness, Mr. Larry Fischer and Angie Greger, trustees, Nora Klingele, director of fiscal services, and Jenny Venvertloh; notetaker. Ms. Angela Greger absent.

Bills for payment, travel requests, financials, investments, and board budget, were reviewed.

The current bond schedule was reviewed. The college currently has 2 outstanding bonds. One bond is paid by the tax levy and will be paid down by FY2029. The second bond is abated and paid through operations and will be paid down by FY2032.

Discussion was held on personal property tax and how that pertains to the budget, estimation from the state is short of what was projected. Revenue and expenditures are reporting in good standing. Certificate of Deposit's continuing to be on a ladder approach.

Mr. Welker is developing a template to reflect a more detail data of the financials to be shared when reporting to the board.

8.5 Student Trustee Report - Mr. Kannon Dickerman – Students participated in the polar plunge. JWCC received the team spirit award for the second year. A total of 22 students participated.

At the SGA meeting the 3 standing committees met. Mr. Dickerman participates on the JWCC project committee. They continue to work towards securing a sand volleyball court. Funding comes from the haunted trail event. Another fundraiser is being explored.

On Wednesday, March 19 SGA students have been invited to attend the KC golf range from 3:00 - 5:00. Student elections are scheduled in April. As of this meeting two students are running for the Student Trustee position.



Office of the President

Mr. John Wood event is being planned. Mr. Dickerman will emcee.

Mr. Dickerman expressed his appreciation to the trustees for their support and leadership while he was the student trustee.

8.6 Administration Report - Dr. Renfro - FAME hosted an open house for prospective students. Applicants for the second cohort will go through a selective process to earn employment with one of the six manufacturers before enrolling in JWCC's Advanced Manufacturing Technology program. The students work three days and attend college two days. JWCC is the 1st in the state of Illinois to offer this program. This new earn and learn model develops a partnership with business and industry to improve the workforce.

The science lab remodeling project is progressing. Modifications were made by the science faculty. It is anticipated to be ready by fall.

Dr. Barkley has identified eight faculty members to be part of the caring campus initiative. Meetings have been scheduled throughout the summer.

JWCC experienced an enrollment increase. JWCC has 135 more students taking 1,912 additional credit hours compared to last year.

Spring 2024 showed 1,762 students who took 16,143 credit hours compared to Spring 2025 showing 1,897 students enrolled in 18,055 credit hours.

Mr. Fischer asked that Administration look at ways to celebrate success of students, faculty, staff. This topic will be discussed at a retreat.

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

- 9.1 Request approval of 02.19.25 Board regular meeting minutes
- 9.2 Request approval of bills for payment for February **Finance and Audit Committee**
- 9.3 Request approval of monthly financial statement for February **Finance and Audit Committee**
- 9.4 Request approval of trustee and employee travel expenditures for February **Finance & Audit**

Motion: *Approval of consent agenda items.*

Moved by: Mr. Sprague

Seconded by: Dr. Greenwell

Discussion:

03.18.25 Board of Trustees 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

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Dickerman	x			
Ms. Greger	x			
Mr. Hess	x			
Mr. Sprague	x			
Ms. Hawley	x			
Dr. Greenwell	x			
Mr. Fischer	x			
Mr. Rhea	x			
Voice Vote				

10. **Grant Items No grants**

11. **Business**

11.1 **MOTION:** No items.

12. **Discussion Item**

12.1 Calendar of Events – The board reviewed the items on the calendar of events. A June retreat date will be considered.

13. **Notices and Communications**

14. **Personnel Items**

14.1 **MOTION:** *Authorize to employ new staff and faculty, accept resignations, retirements, terminations, and implement status changes as presented.*

Moved by: Mr. Hess

Seconded by: Dr. Greenwell

Discussion:

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Dickerman	x			
Ms. Greger	x			
Mr. Hess	x			
Mr. Sprague	x			
Ms. Hawley	x			
Dr. Greenwell	x			
Mr. Fischer	x			
Mr. Rhea	x			
Voice Vote				

15. **Other**

03.18.25 Board of Trustees 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

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 for the purpose of discussing “the purchase or lease of real property for the use of the public body, including discussing whether a particular parcel should be acquired or lease

Moved by: Mr. Sprague

Seconded by: Dr. Greenwell

Discussion:

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Dickerman	x			
Ms. Greger	x			
Mr. Hess	x			
Mr. Sprague	x			
Ms. Hawley	x			
Dr. Greenwell	x			
Mr. Fischer	x			
Mr. Rhea	x			
Voice Vote				

17. Resume Open Session

Motion: Return to open session

Moved by: Dr. Greenwell

Seconded by: Mr. Hess

Discussion:

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Dickerman	x			
Ms. Greger	x			
Mr. Hess	x			
Mr. Sprague	x			
Ms. Hawley	x			
Dr. Greenwell	x			
Mr. Fischer	x			
Mr. Rhea	x			
Voice Vote				



Office of the President

18. Adjournment *Mr. Rhea, Board chair adjourned the March 18, 2025, Board of Trustees regular meeting.*

18.1 Motion:

Moved by: Mr. Sprague

Seconded by: Dr. Greenwell

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Dickerman	x			
Ms. Greger	x			
Mr. Hess	x			
Mr. Sprague	x			
Ms. Hawley	x			
Dr. Greenwell	x			
Mr. Fischer	x			
Mr. Rhea	x			
Voice Vote				

19. Approval:

Approved the **23rd day of April 2025**, at a meeting of the Board of Trustees of Community College District No. 539, meeting at the Student Administrative Center, 1301 South 48th Street, Quincy Illinois 62305 at which _____ voting members were present, constituting a quorum by a vote of ___ ayes and _____ nays.

CHAIR:X _____ **SECRETARY:**X _____



Office of the President

Date: **04.09.25** Board of Trustees Meeting

RE: **BOARD SPECIAL MEETING MINUTES**

Location: Board Room Student Administrative Center, 1301 S. 48th Street, Quincy Illinois 62305

1. Call to Order/Appointment of Assistant Secretary

The **04.09.25** Board of Trustees special meeting was called to order in the Board Room, 1301 S. 48th Street, Quincy, Illinois, 62305 at 8:00 a.m. by Mr. Bob Rhea, chair. Mr. Rhea appointed Ms. Benz assistant secretary.

2. Roll Call

Ms. Benz called roll:

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Dickerman				X
Ms. Greger			X	
Mr. Hess			X	
Mr. Sprague			X	
Ms. Hawley			X	
Dr. Greenwell			X	
Mr. Fischer			X	
Mr. Rhea			X	
Voice Vote				

Attendees: Dr. Bryan Renfro, Ms. Leah Benz, Mr. David Penn.

3. Pledge of Allegiance; Mission Statement – Pledge of Allegiance was said, and Mission statement read.

4. Consideration of Items from the Floor - None

5. Public and/or Employee Comment - None

6. Business

6.1 MOTION: *Request consideration and action to acknowledge receipt of resignation notice of Dr. Bryan Renfro and approve as reasonable notice*

Moved by: Dr. Greenwell

Seconded by: Paula Hawley

Discussion: Dr. Renfro submitted his resignation letter to the Board with and end date of June 30th. The agreement states 4 month notice but the recommendation allows this notice as reasonable and agreed upon.

04.09.25 Board of Trustees special 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

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Dickerman				x
Ms. Greger	x			
Mr. Hess	x			
Mr. Sprague	x			
Ms. Hawley	x			
Dr. Greenwell	x			
Mr. Fischer	x			
Mr. Rhea	x			
Voice Vote				

7. **Other**

8. **Personnel items** - No items

8.1 Request authorization to employ new staff and faculty, accept resignations, retirements, terminations, and implement status changes as presented - **No items.**

Moved by:

Seconded by:

Discussion:

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Dickerman				
Ms. Greger				
Mr. Hess				
Mr. Sprague				
Ms. Hawley				
Dr. Greenwell				
Mr. Fischer				
Mr. Rhea				
Voice Vote				

9. **Closed Session**

9.1 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: Ms. Greger



Office of the President

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Dickerman				X
Ms. Greger	X			
Mr. Hess	X			
Mr. Sprague	X			
Ms. Hawley	X			
Dr. Greenwell	X			
Mr. Fischer	X			
Mr. Rhea	X			
Voice Vote				

10. **Adjournment**

10.1 **MOTION:** *Approve to adjourn the April 9, 2025, Board of Trustees special meeting.*

Moved by: Dr. Greenwell

Seconded by:

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Dickerman				X
Ms. Greger	X			
Mr. Hess	X			
Mr. Sprague	X			
Ms. Hawley	X			
Dr. Greenwell	X			
Mr. Fischer	X			
Mr. Rhea	X			
Voice Vote				

11. **Approval:**

Approved the **23rd day of April 2025**, at a meeting of the Board of Trustees of Community College District No. 539, meeting at the Student Administrative Center, 1301 South 48th Street, Quincy Illinois 62305 at which _____ voting members were present, constituting a quorum by a vote of ___ ayes and _____ nays.

CHAIR:X_____ **SECRETARY:**X_____



Date: **April 23, 2025, BOARD OF TRUSTEES MEETING**
From: Dr. Shelley Barkley, Vice President of Academic and Student Affairs
Item: **Business**
RE: Course Fee Request

I am requesting approval for the fee range outlined below to support implementation costs and cover expenses related to lab supplies and the need for additional materials. This fee will apply to BIO 121 (Principles of Biology I).

Request Fee Range: \$0 - \$200 per credit hour

Proposed Credit Hour Fee: \$17 per credit hour

I concur with the recommendation and request the Board of Trustees approve the proposed fee and fee range for new course BIO 121 "Principles of Biology I".

April 23, 2025, 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: **April 23, 2025, BOARD OF TRUSTEES MEETING**
From: Dr. Shelley Barkley, Vice President of Academic and Student Affairs
Item: **Business**
RE: Course Fee Request

I am requesting approval for the fee range outlined below to support implementation costs and cover expenses related to lab supplies and the need for additional materials. This fee will apply to BIO 122 (Principles of Biology II).

Request Fee Range: \$0 - \$200 per credit hour

Proposed Credit Hour Fee: \$17 per credit hour

I concur with the recommendation and request the Board of Trustees approve the proposed fee and fee range for new course BIO 122 "Principles of Biology II".

April 23, 2025, 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: **April 23, 2025**, BOARD OF TRUSTEES MEETING
From: Dr. Shelley Barkley, Vice President of Academic and Student Affairs
Item: **CONSENT**
RE: Curriculum Items

I am requesting approval of the curriculum item(s) listed below. The items have been approved by the Curriculum Committee of the Faculty Senate as well as the Faculty Senate.

❖ Hospitality Management

➤ Course Reactivation

HSP 195, Special Topics in Hospitality Management (1-4 credit hours)

This course was previously discontinued when the associated program was phased out. However, they are now requesting its reinstatement to provide greater flexibility in offering a variety of topics as they restructure the culinary degree. The goal is to develop a curriculum that prioritizes increased hands-on time in the kitchen.

❖ Engineering

➤ New Course

EGR 101, Introduction to Engineering (3 credit hours)

This new course was developed in response to Advisory Council discussions and identified student needs. It is designed to introduce engineering students to the field during their first semester by equipping them with foundational skills essential for future coursework, while also providing hands-on lab experience early in their academic journey.

❖ Welding

➤ New Certificate

Illinois Aligned Basic Weld Cert (11 credit hours)

This 11-credit hour certificate is part of a statewide initiative aimed at developing a modular, standardized curriculum that can be consistently offered across all Illinois community colleges. The goal is to ensure that students receive uniform training aligned with industry standards, regardless of where they enroll. While this certificate is currently not eligible for financial aid, JWCC is actively working to incorporate it into an existing financial-aid-eligible program. This integration would allow students to access funding while still benefiting from the streamlined, statewide curriculum.

April 23, 2025, 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



➤ **New Courses**

The 1-credit hour courses listed below are newly developed and will be required as part of the Illinois Aligned Basic Welding Certificate program:

WELD 101, "Welding Cutting and Material Prep"
WELD 130, "Welding Blueprint Reading"
WELD 150, "Welding Calculations"
WELD 200, "GMAW Flat and Horizontal"
WELD 202, "GMAW Vertical"
WELD 210, "SMAW Flat"
WELD 212, "SMAW Horizontal"
WELD 220, "GTAW Flat and Horizontal"
WELD 222, "GTAW Vertical"
WELD 230, "FCAW Flat and Horizontal"
WELD 232, "FCAW Vertical"

I concur with Dr. Barkley's request and recommend the Board of Trustees approve the above curriculum items.



Date: **April 23, 2025** BOARD OF TRUSTEES MEETING
From: Josh Welker, Dean of Business Services & Institutional Effectiveness
Item: **Business**
RE: University of Illinois Extension Sublease Agreement – Brown County

The University of Illinois Extension has requested the continuation of the sublease agreement at our Mt. Sterling Education Center. It is recommended that the Board of Trustees authorize to enter into a one (1) year sublease agreement with automatic renewal options for two (2) successive one (1) year terms thereafter with the University of Illinois Extension. The sublease agreement is attached.

I concur with the recommendation that the Board of Trustees authorize to enter into a one (1) year sublease agreement with two (2) successive one (1) year automatic renewal options with the University of Illinois Extension for space at our Mt. Sterling Education Center.

April 23, 2025, JWCC Board regular meeting

Mission: JWCC enriches lives through learning by providing accessible educational programs 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

UNIVERSITY OF ILLINOIS SYSTEM
Urbana-Champaign • Chicago • Springfield

**LEASE AGREEMENT/ INTERGOVERNMENTAL AGREEMENT
UNIVERSITY OF ILLINOIS EXTENSION
SUMMARY STATEMENT OF LEASE TERMS**

This Summary Statement of Lease Terms (the "Summary ") is attached to and made a part of the Lease Agreement (the "Lease") dated as of the Effective Date referenced below by and between the Landlord and Tenant referenced below. In the event of a conflict between the terms of the Summary and the terms of the Lease, the terms of the Lease shall control.

1.	Effective Date of Lease:	As of the date of the last signature												
2.	Landlord:	John Wood Community College												
3.	Landlord's Address:	1301 South 48 th Street, Quincy, IL 62305												
4.	Landlord's FEIN and Legal Entity Certification:	<div>FEIN: 42-102-7794</div> <table border="1" style="width: 100%;"> <tr> <td><input type="checkbox"/> Individual</td> <td><input type="checkbox"/> Real Estate Agent</td> </tr> <tr> <td><input type="checkbox"/> Sole Proprietorship</td> <td><input checked="" type="checkbox"/> Government Entity</td> </tr> <tr> <td><input type="checkbox"/> Partnership</td> <td><input type="checkbox"/> Tax Exempt Org</td> </tr> <tr> <td><input type="checkbox"/> Corporation</td> <td>[IRC 501(a) only]</td> </tr> <tr> <td><input type="checkbox"/> Not-for-Profit Corp</td> <td><input type="checkbox"/> Trust or Estate</td> </tr> <tr> <td><input type="checkbox"/> Medical/Health Care</td> <td><input type="checkbox"/> Limited Liability Company</td> </tr> </table>	<input type="checkbox"/> Individual	<input type="checkbox"/> Real Estate Agent	<input type="checkbox"/> Sole Proprietorship	<input checked="" type="checkbox"/> Government Entity	<input type="checkbox"/> Partnership	<input type="checkbox"/> Tax Exempt Org	<input type="checkbox"/> Corporation	[IRC 501(a) only]	<input type="checkbox"/> Not-for-Profit Corp	<input type="checkbox"/> Trust or Estate	<input type="checkbox"/> Medical/Health Care	<input type="checkbox"/> Limited Liability Company
<input type="checkbox"/> Individual	<input type="checkbox"/> Real Estate Agent													
<input type="checkbox"/> Sole Proprietorship	<input checked="" type="checkbox"/> Government Entity													
<input type="checkbox"/> Partnership	<input type="checkbox"/> Tax Exempt Org													
<input type="checkbox"/> Corporation	[IRC 501(a) only]													
<input type="checkbox"/> Not-for-Profit Corp	<input type="checkbox"/> Trust or Estate													
<input type="checkbox"/> Medical/Health Care	<input type="checkbox"/> Limited Liability Company													
5.	Managing Agent/Contact Person:	Name: Josh Welker Phone: 217-641-4200 Email: jwelker@jwcc.edu												
6.	Tenant:	The Board of Trustees of the University of Illinois, a body corporate and politic of the State of Illinois												
7.	Unit/Department:	University of Illinois Extension												
	Contact Person:	Christine Janak												
8.	Building:	108 N. Capitol Avenue, Mt. Sterling, IL 62353, which are the buildings in which the Premises are located.												
9.	Premises:	A portion of JWCC Mt. Sterling Education Center at 108 N. Capitol Avenue, Mt. Sterling, IL, containing 1,323 rentable square feet per plan as noted in Exhibit "A"												
10.	Exclusive parking areas:	Non-exclusive parking												

11.	Initial Term:	1 Year Commencement Date: July 1, 2025 Termination Date: June 30, 2026
12.	Renewal Option(s):	Automatic Renewal (2) per Article 4
13.	Base Rent Schedule:	\$1,500.00 annually, paid in one installment
14.	Renewal Terms Rent Schedule	Renewal Term 1: \$1,500.00 annually, paid in one installment; 7/1/26-6/30/27 Renewal Term 2: \$1,500.00 annually, paid in one installment; 7/1/27-6/30/28
15.	Rent Abatement:	None
16.	Permitted Use:	Office and meeting space for Illinois Extension
17.	Security Deposit:	None
18.	Broker:	None
19.	Notice Addresses: To Landlord To Tenant	John Wood Community College District 539 1301 S. 48 th Street Quincy, IL 62305 University of Illinois Real Estate Services Attention: Director 506 S. Wright Street, Suite 208 Urbana, IL 61822 And Christine Janak Office of Extension and Outreach 111 Mumford Hall, MC-710 1301 W. Gregory Dr. Urbana, IL 61801 With a copy to Tenant at Premises.

LEASE AGREEMENT

TABLE OF CONTENTS

DEFINITIONS	1
LIST OF EXHIBITS	1
PREMISES	2
TERM AND RENEWAL OPTIONS	2
RENTAL PAYMENTS.....	2
USE OF PREMISES.....	2
NOTICES AND PAYMENTS.....	3
TAXES, SERVICES AND UTILITIES	3
REPAIRS AND MAINTENANCE	3
POSSESSION AND CONDITION OF PREMISES	4
ALTERATIONS AND MECHANICS' LIENS	4
LIABILITY	4
DAMAGE OR THEFT OF PERSONAL PROPERTY	4
INSURANCE REQUIREMENTS	4
WAIVER OF SUBROGATION	5
FIRE OR OTHER CASUALTY.....	5
CONDEMNATION	6
ASSIGNMENT AND SUBLETTING	6
DEFAULT BY TENANT.....	6
DEFAULT BY LANDLORD	6
ENTRY BY LANDLORD AND QUIET ENJOYMENT	6
SUBORDINATION	7
ESTOPPEL CERTIFICATE.....	7
HOLDOVER	7
SURRENDER OF POSSESSION	7
STATUTORY PROVISIONS, LAWS AND STATE CERTIFICATIONS	8
MISCELLANEOUS PROVISIONS	8

LEASE AGREEMENT

This Lease Agreement (the “Lease”), including the Summary Statement (the “Summary”) which is attached hereto and is incorporated herein, is made as of the Effective Date and is entered into by and between Landlord and Tenant.

For and in consideration of the mutual covenants and conditions contained herein, the parties hereto agree as follows:

1. DEFINITIONS.

Managing Agent: See Summary. If Landlord elects to change the Managing Agent, Landlord will notify Tenant in writing of such change.

Initial Term: See Summary.

Automatic Renewal: See Summary

Premises: See Summary.

Commencement Date: See Summary.

Termination Date: See Summary.

Base Rent Schedule: See Summary.

Tenant: The Board of Trustees of the University of Illinois, a body corporate and politic of the State of Illinois.

2. EXHIBITS. The exhibits listed in this paragraph are attached to this Lease and are hereby incorporated in and made a part of this Lease.

Exhibit A – Premises Plan

Exhibit B – Lease Addendum (if applicable)

Exhibit C – Summary of Services and Utilities

Exhibit D – Summary of Repairs and Maintenance Responsibilities

Exhibit E-1 – Work Letter (if applicable)

Exhibit E-2 – Statement of Compliance (if applicable)

Exhibit F – Real Estate Lease Form Disclosure Statement

In the event of a conflict between the terms of this Lease and the Exhibits to this Lease, the terms of the Lease shall control, except that Exhibit B (if applicable) shall control over the terms of the Lease.

3. PREMISES.

- A. Landlord hereby leases to Tenant, and Tenant hereby leases from Landlord, subject to the terms, covenants and conditions herein set forth, the Premises set forth in the Summary and being shown on the floor plan attached hereto as **Exhibit A**.
- B. Tenant will also have the non-exclusive right to use, in common with other tenants in the Building, any and all of the following areas which may be appurtenant to the Premises: common entrances, lobbies, elevators, stairways and access ways, loading and unloading areas, parking areas, ramps, drives, platforms, public restrooms, and common walkways and sidewalks necessary for access to the Premises. Parking must accommodate the Environmental Barrier Act, P.A. 84-948 and ADA accessibility standards. Exclusive parking areas, if any, are defined in the Summary.

- 4. **TERM AND RENEWAL OPTIONS.** This Lease shall be for an Initial Term commencing on the Commencement Date and ending on the Termination Date. This Lease shall be automatically renewed for two (2) successive one (1) year terms thereafter (each a renewal term) until and unless either party provides 90 days prior written notice to cancel at the end of the initial term or renewal terms. Such notice shall be provided to the parties in Section 19 of the Summary.

- 5. **RENTAL PAYMENTS.** The Tenant shall pay "Base Rent" to the Landlord or Managing Agent in the amount and at the address set forth in the Summary or to such other person or at such other place as Landlord may direct in writing. The Base Rent shall be paid by the Tenant in equal monthly installments as set forth in the Summary and shall be paid in advance, on or before the first day of each month of the Initial Term and any Renewal Term(s). If the Lease Commencement Date is other than the first day of a calendar month, then the Base Rent for that month will be prorated on a daily basis, based on the actual number of days in that month and shall be inclusive of Landlord's responsibilities as set forth herein and in the Summary, **Exhibit C** and **Exhibit D**. Notwithstanding any of the foregoing, in no event shall Tenant be required to make any payment of Base Rent prior to its occupancy of the Premises. Rent payments may be other than monthly if noted in Summary.

- 6. **USE OF PREMISES.** Tenant shall use the Premises for the purposes specified in the Summary. Tenant may alter said use to any lawful purpose, upon the written consent of Landlord, which consent will not be unreasonably withheld.

Landlord represents and warrants to Tenant that all Leasehold Improvements, the current and proposed uses, and the operation of the Building and Premises are, and will remain, in full compliance with applicable building and seismic codes, fire, health and safety codes, environmental, zoning and land use laws, and other applicable local, state and federal laws, regulations and ordinances.

Tenant will have no liability or responsibility for toxic or hazardous materials or substances in existence on the Premises prior to Tenant's occupancy of the demised Premises or which result from Landlord's acts or omissions or which occur on any portion of Landlord's property not occupied by Tenant, unless caused by Tenant, its agents, or employees. Landlord specifically warrants that at the time of execution of this Lease that all known areas where hazardous or toxic materials or substances (including, but not limited to, asbestos or PCBs) have been used, stored, or deposited on the Landlord's property have been properly remediated or are being managed in compliance with

applicable state and federal requirements. Tenant will comply with all applicable laws concerning the handling or discharge of hazardous materials in connection with its use of Premises.

7. **NOTICES AND PAYMENTS.** All notices under this Lease shall be in writing and shall be sent to the addresses set forth in the Summary either personally with an executed acknowledgment of receipt or deposited in the United States mail, certified return receipt requested, postage prepaid. Any notice will be deemed delivered no later than five (5) business days after notice is mailed or, if personally delivered, when acknowledgment of receipt is signed. Either party may change its own mailing address by written notice to the other party. Payments shall be made as indicated in the Summary.
8. **TAXES, SERVICES AND UTILITIES.** Landlord hereby affirms and both the parties mutually agree that property taxes and special assessments on the Premises shall be paid in full by Landlord.

Services and utilities to the Premises shall be furnished and the responsibility for said services and utilities shall be as outlined in **Exhibit C**, "Summary of Services and Utilities." In the event of the failure by Landlord to furnish, in a manner reasonably satisfactory to Tenant, any of the services and utilities to the Premises, Tenant may notify Landlord of such failure, and if not remedied by Landlord within five (5) business days after the receipt of written notice, then Tenant may deduct the amount thereof, including Tenant's service costs, from Base Rent or other remuneration due Landlord hereunder, and furthermore, Tenant may take any other remedy permitted by law.

9. **REPAIRS AND MAINTENANCE.** Landlord shall be responsible, at its sole cost, for repairs, alterations or necessary replacements to structural building components such as roof, foundations, structural columns and beams, exterior walls and windows, elevators including state licensing and fees, and underground utility and sewer pipes outside the exterior walls of the building. Landlord also is responsible, at its sole cost, for maintaining the electrical, plumbing, and HVAC (heating, ventilation, air conditioning) systems so that all parts of each of these systems are operational, subject to reasonable time to make repairs.

Tenant shall report to Landlord any condition known to it which Landlord is required to repair or replace. Landlord may enter the Premises at reasonable hours upon 24-hour notice to Tenant to make repairs required of Landlord under terms hereof.

Further, Landlord shall maintain the parking area and common facilities in good order, condition and repair, including adequate lighting, painting, snow removal, drainage, supervision and the like, and all costs and expenses incurred in connection therewith, including, but not limited to, real estate taxes, special assessments, repairs, janitorial expenses for all common facilities, garbage storage and garbage removal expenses, shall be paid by Landlord.

The respective repair and maintenance responsibilities of Landlord and Tenant for the Premises are set forth in **Exhibit D**, "Summary of Repair and Maintenance Responsibilities." Notwithstanding the foregoing, Tenant will pay to Landlord the reasonable cost of any repairs or maintenance required as a direct result of the negligent acts or omissions of Tenant, its agents, or employees. If Landlord fails to maintain the Premises or to make the repairs required herein within a reasonable time after written notice from Tenant, Tenant may perform such maintenance or make such repairs at its expense and deduct the reasonable cost thereof from the Base Rent or other remuneration due hereunder.

10. POSSESSION AND CONDITION OF PREMISES. Unless otherwise provided in **Exhibit E-1**, the Tenant's taking possession of the Premises or any portion thereof shall be deemed to be conclusive evidence that the Premises, or such portion thereof, are in good and satisfactory condition. No promise of the Landlord to alter, remodel, decorate, clean or improve the Premises or the Building and no representation respecting the condition of the Premises or the Building have been made by the Landlord to the Tenant, except that Landlord agrees to improve the Premises (and Landlord and Tenant agree to pay for such improvement(s)) as set forth in the Work Letter attached hereto as **Exhibit E-1**. Landlord shall deliver possession of the Premises to Tenant upon substantial completion of the "Work" to be performed by Landlord under **Exhibit E-1**.

11. ALTERATIONS AND MECHANICS' LIENS. No wall, structural, mechanical or electrical alterations or improvements will be made to Premises by Tenant or at Tenant's request without the prior written consent of Landlord, which consent will not be unreasonably withheld.

Tenant may remove any fixtures, machinery and equipment installed in the Premises by Tenant upon termination of this Lease, if Tenant is not then in default under this Lease and if Tenant repairs any damage to the Premises caused by such removal. Upon termination of this Lease, Tenant will return the Premises in the same condition as when delivered to Tenant, reasonable wear and tear, damage by casualty, and alterations approved by Landlord excepted.

The parties shall keep the Premises free from any liens arising out of any work performed by, materials furnished to, or obligations incurred by the parties.

12. LIABILITY. It is understood and agreed that neither party to this Lease shall be liable for any negligence or wrongful act either of omission or commission chargeable to the other unless such liability is imposed by law and that this Lease shall not be construed as seeking either to enlarge or diminish any obligation or duty owed by one party to the other or to third parties.

13. DAMAGE OR THEFT OF PERSONAL PROPERTY. Tenant agrees that all personal property brought into the Premises shall be at the risk of the Tenant only and that the Landlord shall not be liable for theft thereof or any damages thereto occasioned from any act of any person, except as may be caused by negligence or willful misconduct of the Landlord.

14. INSURANCE REQUIREMENTS.

A. Tenant shall, at its sole cost and expense, at all times during the Lease Term, maintain in full force a policy or policies of insurance, written by one or more responsible insurance carriers, which will insure Landlord against liability for bodily injury and/or property damage occurring in or about the Premises. The liability under such insurance will not be less than One Million Dollars (\$1,000,000) for any one occurrence. Tenant will annually provide Landlord, on the anniversary date of Tenant's liability insurance renewal, with a certificate of insurance naming the Landlord as additional insured as it respects liability the Landlord incurs as a result of the operations of the Tenant on the Premises. Tenant agrees to provide (30) days advance public written notice of any reductions of coverage or cancellations.

B. The Tenant, as a State Institution, provides any necessary Workers' Compensation benefits required by State Statute.

- C. Landlord shall, at its sole cost and expense, at all times during the Lease Term, maintain in full force a policy or policies of insurance, written by one or more responsible insurance carriers, which will insure Tenant against liability for bodily injury to and/or property damage occurring in or about the common facilities. The liability under such insurance will not be less than One Million Dollars (\$1,000,000) for any one occurrence.
- D. Further, Landlord shall, at its own expense, at all times during the Lease Term, maintain in full force property insurance on the Premises for the full insurable value of the building(s) and its/their permanent improvements. Such insurance will protect against fire and other perils commonly associated with a "broad-form" perils insurance policy. Landlord will provide Tenant a certificate of insurance evidencing said coverage at Lease commencement. Landlord agrees to provide thirty (30) days advance written notice to Tenant of any modifications, changes or cancellations.

15. WAIVER OF SUBROGATION. Landlord and Tenant each hereby waive any right of recovery against the other due to loss of or damage to the property of either Landlord or Tenant when such loss of or damage to property arises out of the acts of God or any of the property perils, such as fire and other perils commonly associated with a broad-form insurance policy, whether or not such perils have been insured, self-insured or non-insured.

16. FIRE OR OTHER CASUALTY.

- A. If the Premises are totally destroyed by fire or other casualty, either Landlord or Tenant may terminate this Lease immediately by giving notice to the other party. In case of destruction during the Lease Term, Base Rent and other remuneration due to Landlord will abate during the period and to the extent that the Premises are rendered unusable for Tenant's purposes.
- B. If the Premises are partially destroyed, Landlord must within thirty (30) days of the destruction notify Tenant, in writing, of the time period in which restoration will be complete. If such casualty will render ten percent (10%) or less of the floor space of the Premises unusable for the purposes intended, Landlord will effect restoration of the Premises as quickly as is reasonably possible, but in any event within thirty (30) days after such destruction. Landlord may terminate this Lease by written notice within thirty (30) days of the loss if such loss is not covered by any insurance described in the provisions of this Lease. Base Rent and other remuneration due to Landlord will abate during the period and to the extent that the Premises are rendered unusable for Tenant's purposes.
- C. Tenant may terminate this Lease by giving written notice within thirty (30) days after any of the following: if it is determined Landlord cannot restore Premises to substantially the same condition as before destruction; if Tenant is notified that such restoration period will be more than one hundred twenty (120) days; if restoration extends beyond the time period for completion as contained in the notification to Tenant unless such extension is due to a reasonable delay. Base Rent and other remuneration will abate during the period and to the extent that the Premises are rendered unusable for Tenant's purposes.
- D. Reasonable delay shall be defined as follows: (a) acts of Tenant, its agents, or employees; acts of God which Landlord could not reasonably have foreseen or guarded against; (b) any strikes, boycotts or like obstructive actions by employees or labor organizations and which are beyond

the control of Landlord and which cannot be reasonably overcome; or (c) restrictive regulations by the Federal Government which are enforced in connection with a national emergency.

17. CONDEMNATION. If the whole of the Premises or a portion thereof is condemned by any legally constituted authority, making the Premises unusable for the purposes herein, the Term hereby granted will cease from the date when possession thereof is taken by public authorities, and rental shall be accounted for as between Landlord and Tenant as of said date and Tenant shall have no further obligation to pay Base Rent for any period of time beyond said date. Such termination, however, shall be without prejudice to the rights of either Landlord or Tenant to recover compensation and damage caused by condemnation from the condemnor. It is further understood and agreed that neither the Tenant nor Landlord shall have any rights in any separate award made to the other by any condemnation authority notwithstanding the termination of the Lease as herein provided. However, any award to the Tenant shall not reduce the award to the Landlord.

18. ASSIGNMENT AND SUBLETTING. Tenant will not assign or sublet all or any portion of the Premises without the prior written consent of Landlord, which consent will not be unreasonably withheld.

19. DEFAULT BY TENANT. If the Tenant defaults in the payment of Base Rent, and the Tenant does not cure the default, within thirty (30) days after demand for payment of such rent, or if the Tenant defaults in the prompt and full performance of any other provision of this Lease, and the Tenant does not cure the default within thirty (30) days after written demand by the Landlord that the default be cured unless the default involves a hazardous condition, which shall be cured forthwith upon the Landlord's demand, Landlord may terminate this Lease by giving notice to Tenant, in which event the Term of this Lease shall end, and all such right, title and interest of the Tenant hereunder shall expire on the date stated in the notice.

If this Lease terminates pursuant to a default by Tenant hereunder, Landlord may immediately enter upon and repossess the Premises and seek any remedies allowable under the laws of the State of Illinois, including specific performance.

20. DEFAULT BY LANDLORD. Landlord will be in default if Landlord fails to perform its obligations under this Lease within thirty (30) days after written notice by Tenant to Landlord specifying wherein Landlord has failed to perform such obligations. If the nature of Landlord's obligation is such that more than thirty (30) days are required for performance, then Landlord will not be in default if Landlord commences performance within such thirty (30) day period and thereafter diligently prosecutes the same to completion.

If Landlord fails to cure a default within the time period set forth, Tenant shall have the option to terminate this Lease, in addition to any other remedies allowable under the laws of the State of Illinois, including specific performance and may receive an award for all reasonable damages. If Landlord's default hereunder prevents Tenant's use of the Premises, there will be a proportional abatement of rental payments for the period of such non-use.

21. ENTRY BY LANDLORD AND QUIET ENJOYMENT.

A. Tenant shall allow Landlord access to the Premises at reasonable times during normal working hours for the purpose of examining or inspecting the same upon prior notice to Tenant. In the

event of an emergency, as reasonably determined by Landlord, Landlord shall have an absolute right of access to the Premises.

- B. If Tenant performs the terms of this Lease, when required under this Lease, Landlord will warrant and defend Tenant in the quiet and peaceful enjoyment and possession of the Premises during the term hereof and any extension without interruption by Landlord or any person claiming under Landlord.

22. SUBORDINATION. This is an unsubordinated Lease. Landlord is not obligated to subordinate its rights and interests in the Premises to any loan, mortgage or money encumbrance that Tenant shall place against Tenant's interest in this Lease or in its interest in the Leasehold Improvements. Tenant acknowledges and agrees that Landlord's interest in the Premises shall not be subordinated to the Lease.

Upon prior written request of Landlord, Tenant shall execute any instrument permitting mortgages or deeds of trust to be placed against Landlord's interest in and to the Premises and the Building or any part thereof as security for any indebtedness and shall subordinate the Lease to such mortgages or trust deeds, if required to do so by the secured party.

23. ESTOPPEL CERTIFICATE. Upon receipt of a written request from Landlord, Tenant shall, from time to time upon not less than twenty-one (21) days from the receipt of a written request, acknowledge and deliver a statement in writing to Landlord certifying (a) that this Lease is unmodified and in full force and effect or, that if there have been modifications, that the Lease as modified is in full force and effect; (b) the dates to which Base Rent and other charges have been paid; (c) acknowledging that there are not to its knowledge, any uncured defaults on the part of the other hereunder, or specifying such defaults if any are claimed. Any such statement may be relied upon by a prospective purchaser or encumbrancer of all or any portion of an estate in which the Premises is located.

Failure by Tenant to deliver the certificate within such time shall be conclusive (i) that this Lease is in full force and effect and has not been modified except as may be represented by Landlord; (ii) that there are no uncured defaults in performance by Landlord; and (iii) that all Base Rent has been paid.

24. HOLDOVER. In the event Tenant remains in possession of Premises after the expiration of the Initial Term, or any renewal thereof, this Lease shall be automatically extended on a month-to-month basis, for a period not to exceed six (6) months, terminable by either party upon giving thirty (30) days written notification, and otherwise on terms and conditions equivalent to the final month of the Lease Term.

25. SURRENDER OF POSSESSION. At the expiration or other termination of this Lease, Tenant shall peaceably and quietly quit and surrender to Landlord possession of the Premises (including all Leasehold Improvements) herein in good order and condition subject to the other provisions of this Lease. Tenant's removable paneling and wall fixtures and furniture, trade fixtures, signs, goods and materials used in Tenant's business shall at all times remain personal property and may be removed from time to time by Tenant; provided, however, that Tenant shall be responsible for the cost of repair of any physical injury to the Premises caused by the removal of any such property, but not for any diminution in value of the Premises caused by the absence of the property removed or by any necessity for replacing such property.

26. LAWS AND CERTIFICATIONS.

- A. Equal Employment/Non-discrimination. The policy of Tenant and Landlord is to comply with all mandatory Federal and State nondiscrimination, equal opportunity and affirmative action laws, orders, and regulations. The Tenant and Landlord will not engage in discrimination or harassment against any person because of race, color, religion, sex, national origin, ancestry, age, marital status, handicap, unfavorable discharge from the military, or status as a disabled veteran or a veteran from the Viet Nam era. This nondiscrimination policy applies to admissions, employment, access to and treatment in the Tenant and Landlord programs and activities.
- B. Environmental Barriers Act/Handicapped Accessibility. Landlord complies with applicable provisions of the Environmental Barriers Act (401ILCS 25/1 et seq.) and the Illinois Accessibility Code 71 Ill. Adm. Code 400.
- C. State Laws. This Lease is governed and interpreted in accordance with the laws of the State of Illinois.

27. MISCELLANEOUS PROVISIONS.

- A. Waiver. The waiver by Landlord or Tenant of any term, covenant or condition herein contained shall not be deemed to be a waiver of any other term, covenant or condition nor shall either party's consent to any breach of any term, covenant or condition be deemed to constitute or imply its consent to any subsequent breach of the same or other term, covenant or condition herein contained.
- B. Entire Agreement. This Lease, including any attachments made a part hereof, contains the entire agreement of the parties and no representations, inducements, promises or agreements, oral or otherwise, between the parties not embodied herein shall be of any force or effect.
- C. No Amendments. No amendment of this Lease will be valid unless made in writing and signed by the parties hereto, and no prior, contemporaneous, or subsequent oral understanding or agreement not incorporated herein shall be binding on either party hereto.
- D. Time of the Essence. Time is of the essence of each term and provision of this Lease.
- E. Invalidity. The invalidity of any provision of this Lease as determined by a court of competent jurisdiction will in no way affect the validity of any other provision hereof.
- F. Commission. Landlord and Tenant each warrant to the other that no real estate broker or agent has been used or consulted in connection with this Lease except as described in the Summary.
- G. Signature Authorization. Each individual signing this Lease represents that he/she is authorized to sign on behalf of their respective entity and that the entity is bound by the terms hereof.
- H. Binding Effect/Successors and Assigns. Except as otherwise provided in this Lease, all of the covenants, obligations, conditions and provisions of this Lease shall be binding upon and shall inure to the benefit of the parties hereto and their respective heirs, personal representatives,

successors and assigns, but shall not operate to permit a transfer contrary to the terms of this Lease.

- I. Counterparts. This Lease may be executed in any number of counterparts, each of which will be deemed to be an original. All counterparts will constitute but one and the same instrument and will be evidenced by any one counterpart. A photocopy or facsimile of a party's original signature shall be as effective as the original.
- J. Pronouns. Landlord and Tenant will include individuals male or female, singular or plural, corporations, partnerships or business entities, as may fit the particular party.

IN WITNESS WHEREOF, the parties have hereunto affixed their respective hands and seals on the day and year below written.

TENANT
THE BOARD OF TRUSTEES
OF THE UNIVERSITY OF ILLINOIS

LANDLORD
John Wood Community College

BY:

BY: _____

Its: _____

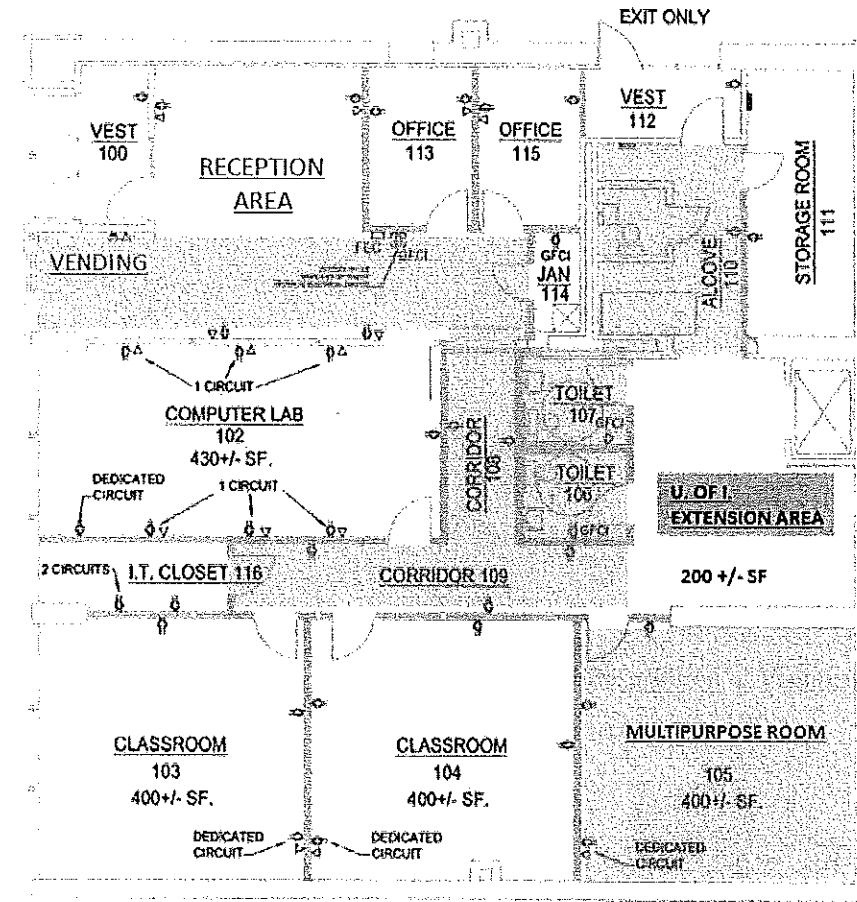
Date: _____

**STANDARD FORM-UI EXTENSION APPROVED BY REAL ESTATE SERVICES & LEGAL COUNSEL
(BKW & JAS 1/23/18)**

EXHIBIT A
Floor Plan and Description of Premises
(ATTACHED)

EXHIBIT A

Floor Plan and Description of Premises



SYMBOL	DESCRIPTION
	DUPLEX RECEPTACLE, NEMA 5-20R, 20 AMP.
	TELEPHONE / DATA OUTLET
	EXISTING POWER PANEL
	GFCI - GROUND FAULT INTERRUPTERS

- NOTE:**
1. INSTALL DOUBLE GANG BOXES FOR I.T. COMMUNICATION WIRING NEXT TO RECEPTACLE
 2. DEDICATED POWER CIRCUITS WILL BE NEEDED, MARKED, FOR EACH CLASSROOM'S INSTRUCTOR
 3. MOVE THERMOSTAT SERVING ROOM 101 INTO THE COMPUTER LAB, ROOM 102 AND REDUCT THAT IT ONLY SERVE ROOM 102 AND THE I.T. CLOSET.
 4. EXTEND NEW POWER CIRCUITS FROM EXISTING PANELS, INSTALL NEW ELECTRICAL POWER DIST. PANELS AS REQUIRED, LICENSED ELECTRICAL CONTRACTOR VERIFY EXISTING CONDITIONS AND DETERMINE THE NEED FOR ADDITIONAL POWER AND/OR INCREASED ELECTRICAL POWER SERVICE

COMMON AREAS

EXHIBIT B**Lease Addendum**

The terms of this exhibit shall control over any conflicting provisions in the Lease.
(In the event of modifications to the Standard Form Lease all modifications would be restated as Exhibit B Lease Addendum)

INTENTIONALLY DELETED

EXHIBIT C

SUMMARY OF SERVICES AND UTILITIES

(COMMERCIAL UNIT)

The following is a summary of service and utility responsibilities of Landlord and Tenant:

<i>Service or Utility Item</i>	<i>Landlord</i>	<i>Tenant</i>	<i>Not Applicable</i>
Dispensers for toilet paper, hand soap and hand towels in restrooms	x		
Paper Supplies and waste containers (Premises)	x		
Replacement light bulbs & fluorescent light tubes (Premises)	x		
Ballasts and transformers for fluorescent lights, light switches and electrical outlets (Building and Premises)	x		
Heating and air conditioning control switches	x		
Janitorial service including waste removal to buildings dumpster (Premises)	x		
Janitorial service for Building exterior and common areas	x		
Carpet, tile and linoleum (Premises)	x		
Gas (Premises)	x		
Electric (Premises)	x		
Water and municipal sanitary district fees	x		
Window washing - exterior ⁽¹⁾	x		
Window washing – interior	x		
Landscaping and gardening	x		
Snow removal	x		
Cleaning of drapes, blinds, window shades (Premises)	x		
Maintenance and repair of window treatments	x		
Kitchen appliances	x		
Sufficiently sized dumpster for Tenants refuse and disposal services	x		
Pest control	x		
Other:			x

⁽¹⁾ Annually

EXHIBIT D

SUMMARY OF REPAIR AND MAINTENANCE RESPONSIBILITIES

The following is a summary of repairs and maintenance responsibilities of Landlord and Tenant:

<i>Maintenance or Repair Item</i>	<i>Landlord</i>	<i>Tenant</i>	<i>Not Applicable</i>
Foundations	x		
Exterior and Bearing Walls	x		
Roof	x		
Electrical Systems	x		
Lighting Systems	x		
Plumbing Systems	x		
Heating Systems	x		
Ventilation Systems	x		
Air Conditioning Systems	x		
Alarm Systems	x		
Plate Glass	x		
Window & Window Frames	x		
Gutters, Drains, Downspouts	x		
Elevators			x
Floor Slabs	x		
Common Areas (Interior and Exterior)	x		
Ceilings	x		
Interior Walls	x		
Interior Doors	x		
Interior Surfaces & Windows	x		
Appliances & Fixtures	x		
Repainting of Interior Walls (every years)			x
Base and/or Moldings	x		
Parking Lot Area	x		
Other:			

EXHIBIT E-1
Work Letter
Intentionally Deleted

Click here to enter text.

EXHIBIT E-2
STATEMENT OF COMPLIANCE
Intentionally Deleted



Date: **April 23, 2025** BOARD OF TRUSTEES MEETING
From: Josh Welker, Dean of Business Services & Institutional Effectiveness
Item: **Business**
RE: University of Illinois Extension Sublease Agreement – Pike County

The University of Illinois Extension has requested a lease agreement at the new Orr facility located on the Baylis Agricultural Education Center property. It is recommended that the Board of Trustees authorize to enter into a one (1) year lease agreement with automatic renewal options for two (2) successive one (1) year terms thereafter with the University of Illinois Extension. The lease agreement is attached.

I concur with the recommendation that the Board of Trustees authorize to enter into a one (1) year lease agreement with two (2) successive one (1) year automatic renewal options with the University of Illinois Extension for space at the Orr facility on the Baylis Agricultural Education Center property.

April 23, 2025 JWCC Board regular meeting

Mission: JWCC enriches lives through learning by providing accessible educational programs 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

UNIVERSITY OF ILLINOIS SYSTEM
Urbana-Champaign • Chicago • Springfield

**LEASE AGREEMENT/ INTERGOVERNMENTAL AGREEMENT
UNIVERSITY OF ILLINOIS EXTENSION
SUMMARY STATEMENT OF LEASE TERMS**

This Summary Statement of Lease Terms (the "Summary ") is attached to and made a part of the Lease Agreement (the "Lease") dated as of the Effective Date referenced below by and between the Landlord and Tenant referenced below. In the event of a conflict between the terms of the Summary and the terms of the Lease, the terms of the Lease shall control.

1.	Effective Date of Lease:	As of the date of the last signature												
2.	Landlord:	John Wood Community College												
3.	Landlord's Address:	1301 South 48 th Street, Quincy, IL 62305												
4.	Landlord's FEIN and Legal Entity Certification:	<div>FEIN: 42-102-7794</div> <table border="1" style="width: 100%;"> <tr> <td><input type="checkbox"/> Individual</td> <td><input type="checkbox"/> Real Estate Agent</td> </tr> <tr> <td><input type="checkbox"/> Sole Proprietorship</td> <td><input checked="" type="checkbox"/> Government Entity</td> </tr> <tr> <td><input type="checkbox"/> Partnership</td> <td><input type="checkbox"/> Tax Exempt Org</td> </tr> <tr> <td><input type="checkbox"/> Corporation</td> <td>[IRC 501(a) only]</td> </tr> <tr> <td><input type="checkbox"/> Not-for-Profit Corp</td> <td><input type="checkbox"/> Trust or Estate</td> </tr> <tr> <td><input type="checkbox"/> Medical/Health Care</td> <td><input type="checkbox"/> Limited Liability Company</td> </tr> </table>	<input type="checkbox"/> Individual	<input type="checkbox"/> Real Estate Agent	<input type="checkbox"/> Sole Proprietorship	<input checked="" type="checkbox"/> Government Entity	<input type="checkbox"/> Partnership	<input type="checkbox"/> Tax Exempt Org	<input type="checkbox"/> Corporation	[IRC 501(a) only]	<input type="checkbox"/> Not-for-Profit Corp	<input type="checkbox"/> Trust or Estate	<input type="checkbox"/> Medical/Health Care	<input type="checkbox"/> Limited Liability Company
<input type="checkbox"/> Individual	<input type="checkbox"/> Real Estate Agent													
<input type="checkbox"/> Sole Proprietorship	<input checked="" type="checkbox"/> Government Entity													
<input type="checkbox"/> Partnership	<input type="checkbox"/> Tax Exempt Org													
<input type="checkbox"/> Corporation	[IRC 501(a) only]													
<input type="checkbox"/> Not-for-Profit Corp	<input type="checkbox"/> Trust or Estate													
<input type="checkbox"/> Medical/Health Care	<input type="checkbox"/> Limited Liability Company													
5.	Managing Agent/Contact Person:	Name: Josh Welker Phone: 217-641-4200 Email: jwelker@jwcc.edu												
6.	Tenant:	The Board of Trustees of the University of Illinois, a body corporate and politic of the State of Illinois												
7.	Unit/Department:	University of Illinois Extension												
	Contact Person:	Christine Janak												
8.	Building:	JWCC Ag Education Center, 37803 State Highway 104, Bayliss, IL 62314, which are the buildings in which the Premises are located.												
9.	Premises:	A portion of 37803 State Highway 104, Bayliss, IL 62314 containing 120 sq. ft. of dedicated office space and approx 3,000 sq. ft. of common area space including the reception lobby, conference room, classrooms, hallways, kitchenette, and restrooms rentable square feet per plan as noted in Exhibit "A"												
10.	Exclusive parking areas:	Non-exclusive parking												

STANDARD FORM-UI EXTENSION APPROVED BY REAL ESTATE SERVICES & LEGAL COUNSEL
(BKW & JAS 1/23/18)

11.	Initial Term:	1 Year Commencement Date: July 1, 2025 Termination Date: June 30, 2026
12.	Renewal Option(s):	Automatic Renewal (2) per Article 4
13.	Base Rent Schedule:	\$6,000.00 annually, paid in one installment
14.	Renewal Terms Rent Schedule	Renewal Term 1: \$6,000.00 annually, paid in one installment; 7/1/26-6/30/27 Renewal Term 2: \$6,000.00 annually, paid in one installment; 7/1/27-6/30/28
15.	Rent Abatement:	None
16.	Permitted Use:	Office and meeting space for Illinois Extension
17.	Security Deposit:	None
18.	Broker:	None
19.	Notice Addresses: To Landlord To Tenant	John Wood Community College District 539 1301 S. 48 th Street Quincy, IL 62305 University of Illinois Real Estate Services Attention: Director 506 S. Wright Street, Suite 208 Urbana, IL 61822 And Christine Janak Office of Extension and Outreach 111 Mumford Hall, MC-710 1301 W. Gregory Dr. Urbana, IL 61801 With a copy to Tenant at Premises.

LEASE AGREEMENT

TABLE OF CONTENTS

DEFINITIONS	1
LIST OF EXHIBITS	1
PREMISES	2
TERM AND RENEWAL OPTIONS	2
RENTAL PAYMENTS.....	2
USE OF PREMISES.....	2
NOTICES AND PAYMENTS.....	3
TAXES, SERVICES AND UTILITIES	3
REPAIRS AND MAINTENANCE	3
POSSESSION AND CONDITION OF PREMISES	4
ALTERATIONS AND MECHANICS' LIENS	4
LIABILITY	4
DAMAGE OR THEFT OF PERSONAL PROPERTY	4
INSURANCE REQUIREMENTS	4
WAIVER OF SUBROGATION	5
FIRE OR OTHER CASUALTY.....	5
CONDEMNATION	6
ASSIGNMENT AND SUBLETTING	6
DEFAULT BY TENANT.....	6
DEFAULT BY LANDLORD	6
ENTRY BY LANDLORD AND QUIET ENJOYMENT	6
SUBORDINATION	7
ESTOPPEL CERTIFICATE.....	7
HOLDOVER	7
SURRENDER OF POSSESSION	7
STATUTORY PROVISIONS, LAWS AND STATE CERTIFICATIONS	8
MISCELLANEOUS PROVISIONS	8

LEASE AGREEMENT

This Lease Agreement (the “Lease”), including the Summary Statement (the “Summary”) which is attached hereto and is incorporated herein, is made as of the Effective Date and is entered into by and between Landlord and Tenant.

For and in consideration of the mutual covenants and conditions contained herein, the parties hereto agree as follows:

1. DEFINITIONS.

Managing Agent: See Summary. If Landlord elects to change the Managing Agent, Landlord will notify Tenant in writing of such change.

Initial Term: See Summary.

Automatic Renewal: See Summary

Premises: See Summary.

Commencement Date: See Summary.

Termination Date: See Summary.

Base Rent Schedule: See Summary.

Tenant: The Board of Trustees of the University of Illinois, a body corporate and politic of the State of Illinois.

2. EXHIBITS. The exhibits listed in this paragraph are attached to this Lease and are hereby incorporated in and made a part of this Lease.

Exhibit A – Premises Plan

Exhibit B – Lease Addendum (if applicable)

Exhibit C – Summary of Services and Utilities

Exhibit D – Summary of Repairs and Maintenance Responsibilities

Exhibit E-1 – Work Letter (if applicable)

Exhibit E-2 – Statement of Compliance (if applicable)

Exhibit F – Real Estate Lease Form Disclosure Statement

In the event of a conflict between the terms of this Lease and the Exhibits to this Lease, the terms of the Lease shall control, except that Exhibit B (if applicable) shall control over the terms of the Lease.

3. PREMISES.

- A. Landlord hereby leases to Tenant, and Tenant hereby leases from Landlord, subject to the terms, covenants and conditions herein set forth, the Premises set forth in the Summary and being shown on the floor plan attached hereto as **Exhibit A**.
- B. Tenant will also have the non-exclusive right to use, in common with other tenants in the Building, any and all of the following areas which may be appurtenant to the Premises: common entrances, lobbies, elevators, stairways and access ways, loading and unloading areas, parking areas, ramps, drives, platforms, public restrooms, and common walkways and sidewalks necessary for access to the Premises. Parking must accommodate the Environmental Barrier Act, P.A. 84-948 and ADA accessibility standards. Exclusive parking areas, if any, are defined in the Summary.

- 4. **TERM AND RENEWAL OPTIONS.** This Lease shall be for an Initial Term commencing on the Commencement Date and ending on the Termination Date. This Lease shall be automatically renewed for two (2) successive one (1) year terms thereafter (each a renewal term) until and unless either party provides 90 days prior written notice to cancel at the end of the initial term or renewal terms. Such notice shall be provided to the parties in Section 19 of the Summary.

- 5. **RENTAL PAYMENTS.** The Tenant shall pay "Base Rent" to the Landlord or Managing Agent in the amount and at the address set forth in the Summary or to such other person or at such other place as Landlord may direct in writing. The Base Rent shall be paid by the Tenant in equal monthly installments as set forth in the Summary and shall be paid in advance, on or before the first day of each month of the Initial Term and any Renewal Term(s). If the Lease Commencement Date is other than the first day of a calendar month, then the Base Rent for that month will be prorated on a daily basis, based on the actual number of days in that month and shall be inclusive of Landlord's responsibilities as set forth herein and in the Summary, **Exhibit C** and **Exhibit D**. Notwithstanding any of the foregoing, in no event shall Tenant be required to make any payment of Base Rent prior to its occupancy of the Premises. Rent payments may be other than monthly if noted in Summary.

- 6. **USE OF PREMISES.** Tenant shall use the Premises for the purposes specified in the Summary. Tenant may alter said use to any lawful purpose, upon the written consent of Landlord, which consent will not be unreasonably withheld.

Landlord represents and warrants to Tenant that all Leasehold Improvements, the current and proposed uses, and the operation of the Building and Premises are, and will remain, in full compliance with applicable building and seismic codes, fire, health and safety codes, environmental, zoning and land use laws, and other applicable local, state and federal laws, regulations and ordinances.

Tenant will have no liability or responsibility for toxic or hazardous materials or substances in existence on the Premises prior to Tenant's occupancy of the demised Premises or which result from Landlord's acts or omissions or which occur on any portion of Landlord's property not occupied by Tenant, unless caused by Tenant, its agents, or employees. Landlord specifically warrants that at the time of execution of this Lease that all known areas where hazardous or toxic materials or substances (including, but not limited to, asbestos or PCBs) have been used, stored, or deposited on the Landlord's property have been properly remediated or are being managed in compliance with

applicable state and federal requirements. Tenant will comply with all applicable laws concerning the handling or discharge of hazardous materials in connection with its use of Premises.

7. **NOTICES AND PAYMENTS.** All notices under this Lease shall be in writing and shall be sent to the addresses set forth in the Summary either personally with an executed acknowledgment of receipt or deposited in the United States mail, certified return receipt requested, postage prepaid. Any notice will be deemed delivered no later than five (5) business days after notice is mailed or, if personally delivered, when acknowledgment of receipt is signed. Either party may change its own mailing address by written notice to the other party. Payments shall be made as indicated in the Summary.
8. **TAXES, SERVICES AND UTILITIES.** Landlord hereby affirms and both the parties mutually agree that property taxes and special assessments on the Premises shall be paid in full by Landlord.

Services and utilities to the Premises shall be furnished and the responsibility for said services and utilities shall be as outlined in **Exhibit C**, "Summary of Services and Utilities." In the event of the failure by Landlord to furnish, in a manner reasonably satisfactory to Tenant, any of the services and utilities to the Premises, Tenant may notify Landlord of such failure, and if not remedied by Landlord within five (5) business days after the receipt of written notice, then Tenant may deduct the amount thereof, including Tenant's service costs, from Base Rent or other remuneration due Landlord hereunder, and furthermore, Tenant may take any other remedy permitted by law.

9. **REPAIRS AND MAINTENANCE.** Landlord shall be responsible, at its sole cost, for repairs, alterations or necessary replacements to structural building components such as roof, foundations, structural columns and beams, exterior walls and windows, elevators including state licensing and fees, and underground utility and sewer pipes outside the exterior walls of the building. Landlord also is responsible, at its sole cost, for maintaining the electrical, plumbing, and HVAC (heating, ventilation, air conditioning) systems so that all parts of each of these systems are operational, subject to reasonable time to make repairs.

Tenant shall report to Landlord any condition known to it which Landlord is required to repair or replace. Landlord may enter the Premises at reasonable hours upon 24-hour notice to Tenant to make repairs required of Landlord under terms hereof.

Further, Landlord shall maintain the parking area and common facilities in good order, condition and repair, including adequate lighting, painting, snow removal, drainage, supervision and the like, and all costs and expenses incurred in connection therewith, including, but not limited to, real estate taxes, special assessments, repairs, janitorial expenses for all common facilities, garbage storage and garbage removal expenses, shall be paid by Landlord.

The respective repair and maintenance responsibilities of Landlord and Tenant for the Premises are set forth in **Exhibit D**, "Summary of Repair and Maintenance Responsibilities." Notwithstanding the foregoing, Tenant will pay to Landlord the reasonable cost of any repairs or maintenance required as a direct result of the negligent acts or omissions of Tenant, its agents, or employees. If Landlord fails to maintain the Premises or to make the repairs required herein within a reasonable time after written notice from Tenant, Tenant may perform such maintenance or make such repairs at its expense and deduct the reasonable cost thereof from the Base Rent or other remuneration due hereunder.

10. POSSESSION AND CONDITION OF PREMISES. Unless otherwise provided in **Exhibit E-1**, the Tenant's taking possession of the Premises or any portion thereof shall be deemed to be conclusive evidence that the Premises, or such portion thereof, are in good and satisfactory condition. No promise of the Landlord to alter, remodel, decorate, clean or improve the Premises or the Building and no representation respecting the condition of the Premises or the Building have been made by the Landlord to the Tenant, except that Landlord agrees to improve the Premises (and Landlord and Tenant agree to pay for such improvement(s)) as set forth in the Work Letter attached hereto as **Exhibit E-1**. Landlord shall deliver possession of the Premises to Tenant upon substantial completion of the "Work" to be performed by Landlord under **Exhibit E-1**.

11. ALTERATIONS AND MECHANICS' LIENS. No wall, structural, mechanical or electrical alterations or improvements will be made to Premises by Tenant or at Tenant's request without the prior written consent of Landlord, which consent will not be unreasonably withheld.

Tenant may remove any fixtures, machinery and equipment installed in the Premises by Tenant upon termination of this Lease, if Tenant is not then in default under this Lease and if Tenant repairs any damage to the Premises caused by such removal. Upon termination of this Lease, Tenant will return the Premises in the same condition as when delivered to Tenant, reasonable wear and tear, damage by casualty, and alterations approved by Landlord excepted.

The parties shall keep the Premises free from any liens arising out of any work performed by, materials furnished to, or obligations incurred by the parties.

12. LIABILITY. It is understood and agreed that neither party to this Lease shall be liable for any negligence or wrongful act either of omission or commission chargeable to the other unless such liability is imposed by law and that this Lease shall not be construed as seeking either to enlarge or diminish any obligation or duty owed by one party to the other or to third parties.

13. DAMAGE OR THEFT OF PERSONAL PROPERTY. Tenant agrees that all personal property brought into the Premises shall be at the risk of the Tenant only and that the Landlord shall not be liable for theft thereof or any damages thereto occasioned from any act of any person, except as may be caused by negligence or willful misconduct of the Landlord.

14. INSURANCE REQUIREMENTS.

A. Tenant shall, at its sole cost and expense, at all times during the Lease Term, maintain in full force a policy or policies of insurance, written by one or more responsible insurance carriers, which will insure Landlord against liability for bodily injury and/or property damage occurring in or about the Premises. The liability under such insurance will not be less than One Million Dollars (\$1,000,000) for any one occurrence. Tenant will annually provide Landlord, on the anniversary date of Tenant's liability insurance renewal, with a certificate of insurance naming the Landlord as additional insured as it respects liability the Landlord incurs as a result of the operations of the Tenant on the Premises. Tenant agrees to provide (30) days advance public written notice of any reductions of coverage or cancellations.

B. The Tenant, as a State Institution, provides any necessary Workers' Compensation benefits required by State Statute.

- C. Landlord shall, at its sole cost and expense, at all times during the Lease Term, maintain in full force a policy or policies of insurance, written by one or more responsible insurance carriers, which will insure Tenant against liability for bodily injury to and/or property damage occurring in or about the common facilities. The liability under such insurance will not be less than One Million Dollars (\$1,000,000) for any one occurrence.
- D. Further, Landlord shall, at its own expense, at all times during the Lease Term, maintain in full force property insurance on the Premises for the full insurable value of the building(s) and its/their permanent improvements. Such insurance will protect against fire and other perils commonly associated with a "broad-form" perils insurance policy. Landlord will provide Tenant a certificate of insurance evidencing said coverage at Lease commencement. Landlord agrees to provide thirty (30) days advance written notice to Tenant of any modifications, changes or cancellations.

15. WAIVER OF SUBROGATION. Landlord and Tenant each hereby waive any right of recovery against the other due to loss of or damage to the property of either Landlord or Tenant when such loss of or damage to property arises out of the acts of God or any of the property perils, such as fire and other perils commonly associated with a broad-form insurance policy, whether or not such perils have been insured, self-insured or non-insured.

16. FIRE OR OTHER CASUALTY.

- A. If the Premises are totally destroyed by fire or other casualty, either Landlord or Tenant may terminate this Lease immediately by giving notice to the other party. In case of destruction during the Lease Term, Base Rent and other remuneration due to Landlord will abate during the period and to the extent that the Premises are rendered unusable for Tenant's purposes.
- B. If the Premises are partially destroyed, Landlord must within thirty (30) days of the destruction notify Tenant, in writing, of the time period in which restoration will be complete. If such casualty will render ten percent (10%) or less of the floor space of the Premises unusable for the purposes intended, Landlord will effect restoration of the Premises as quickly as is reasonably possible, but in any event within thirty (30) days after such destruction. Landlord may terminate this Lease by written notice within thirty (30) days of the loss if such loss is not covered by any insurance described in the provisions of this Lease. Base Rent and other remuneration due to Landlord will abate during the period and to the extent that the Premises are rendered unusable for Tenant's purposes.
- C. Tenant may terminate this Lease by giving written notice within thirty (30) days after any of the following: if it is determined Landlord cannot restore Premises to substantially the same condition as before destruction; if Tenant is notified that such restoration period will be more than one hundred twenty (120) days; if restoration extends beyond the time period for completion as contained in the notification to Tenant unless such extension is due to a reasonable delay. Base Rent and other remuneration will abate during the period and to the extent that the Premises are rendered unusable for Tenant's purposes.
- D. Reasonable delay shall be defined as follows: (a) acts of Tenant, its agents, or employees; acts of God which Landlord could not reasonably have foreseen or guarded against; (b) any strikes, boycotts or like obstructive actions by employees or labor organizations and which are beyond

the control of Landlord and which cannot be reasonably overcome; or (c) restrictive regulations by the Federal Government which are enforced in connection with a national emergency.

17. CONDEMNATION. If the whole of the Premises or a portion thereof is condemned by any legally constituted authority, making the Premises unusable for the purposes herein, the Term hereby granted will cease from the date when possession thereof is taken by public authorities, and rental shall be accounted for as between Landlord and Tenant as of said date and Tenant shall have no further obligation to pay Base Rent for any period of time beyond said date. Such termination, however, shall be without prejudice to the rights of either Landlord or Tenant to recover compensation and damage caused by condemnation from the condemnor. It is further understood and agreed that neither the Tenant nor Landlord shall have any rights in any separate award made to the other by any condemnation authority notwithstanding the termination of the Lease as herein provided. However, any award to the Tenant shall not reduce the award to the Landlord.

18. ASSIGNMENT AND SUBLETTING. Tenant will not assign or sublet all or any portion of the Premises without the prior written consent of Landlord, which consent will not be unreasonably withheld.

19. DEFAULT BY TENANT. If the Tenant defaults in the payment of Base Rent, and the Tenant does not cure the default, within thirty (30) days after demand for payment of such rent, or if the Tenant defaults in the prompt and full performance of any other provision of this Lease, and the Tenant does not cure the default within thirty (30) days after written demand by the Landlord that the default be cured unless the default involves a hazardous condition, which shall be cured forthwith upon the Landlord's demand, Landlord may terminate this Lease by giving notice to Tenant, in which event the Term of this Lease shall end, and all such right, title and interest of the Tenant hereunder shall expire on the date stated in the notice.

If this Lease terminates pursuant to a default by Tenant hereunder, Landlord may immediately enter upon and repossess the Premises and seek any remedies allowable under the laws of the State of Illinois, including specific performance.

20. DEFAULT BY LANDLORD. Landlord will be in default if Landlord fails to perform its obligations under this Lease within thirty (30) days after written notice by Tenant to Landlord specifying wherein Landlord has failed to perform such obligations. If the nature of Landlord's obligation is such that more than thirty (30) days are required for performance, then Landlord will not be in default if Landlord commences performance within such thirty (30) day period and thereafter diligently prosecutes the same to completion.

If Landlord fails to cure a default within the time period set forth, Tenant shall have the option to terminate this Lease, in addition to any other remedies allowable under the laws of the State of Illinois, including specific performance and may receive an award for all reasonable damages. If Landlord's default hereunder prevents Tenant's use of the Premises, there will be a proportional abatement of rental payments for the period of such non-use.

21. ENTRY BY LANDLORD AND QUIET ENJOYMENT.

A. Tenant shall allow Landlord access to the Premises at reasonable times during normal working hours for the purpose of examining or inspecting the same upon prior notice to Tenant. In the

event of an emergency, as reasonably determined by Landlord, Landlord shall have an absolute right of access to the Premises.

- B. If Tenant performs the terms of this Lease, when required under this Lease, Landlord will warrant and defend Tenant in the quiet and peaceful enjoyment and possession of the Premises during the term hereof and any extension without interruption by Landlord or any person claiming under Landlord.

22. SUBORDINATION. This is an unsubordinated Lease. Landlord is not obligated to subordinate its rights and interests in the Premises to any loan, mortgage or money encumbrance that Tenant shall place against Tenant's interest in this Lease or in its interest in the Leasehold Improvements. Tenant acknowledges and agrees that Landlord's interest in the Premises shall not be subordinated to the Lease.

Upon prior written request of Landlord, Tenant shall execute any instrument permitting mortgages or deeds of trust to be placed against Landlord's interest in and to the Premises and the Building or any part thereof as security for any indebtedness and shall subordinate the Lease to such mortgages or trust deeds, if required to do so by the secured party.

23. ESTOPPEL CERTIFICATE. Upon receipt of a written request from Landlord, Tenant shall, from time to time upon not less than twenty-one (21) days from the receipt of a written request, acknowledge and deliver a statement in writing to Landlord certifying (a) that this Lease is unmodified and in full force and effect or, that if there have been modifications, that the Lease as modified is in full force and effect; (b) the dates to which Base Rent and other charges have been paid; (c) acknowledging that there are not to its knowledge, any uncured defaults on the part of the other hereunder, or specifying such defaults if any are claimed. Any such statement may be relied upon by a prospective purchaser or encumbrancer of all or any portion of an estate in which the Premises is located.

Failure by Tenant to deliver the certificate within such time shall be conclusive (i) that this Lease is in full force and effect and has not been modified except as may be represented by Landlord; (ii) that there are no uncured defaults in performance by Landlord; and (iii) that all Base Rent has been paid.

24. HOLDOVER. In the event Tenant remains in possession of Premises after the expiration of the Initial Term, or any renewal thereof, this Lease shall be automatically extended on a month-to-month basis, for a period not to exceed six (6) months, terminable by either party upon giving thirty (30) days written notification, and otherwise on terms and conditions equivalent to the final month of the Lease Term.

25. SURRENDER OF POSSESSION. At the expiration or other termination of this Lease, Tenant shall peaceably and quietly quit and surrender to Landlord possession of the Premises (including all Leasehold Improvements) herein in good order and condition subject to the other provisions of this Lease. Tenant's removable paneling and wall fixtures and furniture, trade fixtures, signs, goods and materials used in Tenant's business shall at all times remain personal property and may be removed from time to time by Tenant; provided, however, that Tenant shall be responsible for the cost of repair of any physical injury to the Premises caused by the removal of any such property, but not for any diminution in value of the Premises caused by the absence of the property removed or by any necessity for replacing such property.

26. LAWS AND CERTIFICATIONS.

- A. Equal Employment/Non-discrimination. The policy of Tenant and Landlord is to comply with all mandatory Federal and State nondiscrimination, equal opportunity and affirmative action laws, orders, and regulations. The Tenant and Landlord will not engage in discrimination or harassment against any person because of race, color, religion, sex, national origin, ancestry, age, marital status, handicap, unfavorable discharge from the military, or status as a disabled veteran or a veteran from the Viet Nam era. This nondiscrimination policy applies to admissions, employment, access to and treatment in the Tenant and Landlord programs and activities.
- B. Environmental Barriers Act/Handicapped Accessibility. Landlord complies with applicable provisions of the Environmental Barriers Act (401ILCS 25/1 et seq.) and the Illinois Accessibility Code 71 Ill. Adm. Code 400.
- C. State Laws. This Lease is governed and interpreted in accordance with the laws of the State of Illinois.

27. MISCELLANEOUS PROVISIONS.

- A. Waiver. The waiver by Landlord or Tenant of any term, covenant or condition herein contained shall not be deemed to be a waiver of any other term, covenant or condition nor shall either party's consent to any breach of any term, covenant or condition be deemed to constitute or imply its consent to any subsequent breach of the same or other term, covenant or condition herein contained.
- B. Entire Agreement. This Lease, including any attachments made a part hereof, contains the entire agreement of the parties and no representations, inducements, promises or agreements, oral or otherwise, between the parties not embodied herein shall be of any force or effect.
- C. No Amendments. No amendment of this Lease will be valid unless made in writing and signed by the parties hereto, and no prior, contemporaneous, or subsequent oral understanding or agreement not incorporated herein shall be binding on either party hereto.
- D. Time of the Essence. Time is of the essence of each term and provision of this Lease.
- E. Invalidity. The invalidity of any provision of this Lease as determined by a court of competent jurisdiction will in no way affect the validity of any other provision hereof.
- F. Commission. Landlord and Tenant each warrant to the other that no real estate broker or agent has been used or consulted in connection with this Lease except as described in the Summary.
- G. Signature Authorization. Each individual signing this Lease represents that he/she is authorized to sign on behalf of their respective entity and that the entity is bound by the terms hereof.
- H. Binding Effect/Successors and Assigns. Except as otherwise provided in this Lease, all of the covenants, obligations, conditions and provisions of this Lease shall be binding upon and shall inure to the benefit of the parties hereto and their respective heirs, personal representatives,

successors and assigns, but shall not operate to permit a transfer contrary to the terms of this Lease.

- I. Counterparts. This Lease may be executed in any number of counterparts, each of which will be deemed to be an original. All counterparts will constitute but one and the same instrument and will be evidenced by any one counterpart. A photocopy or facsimile of a party's original signature shall be as effective as the original.
- J. Pronouns. Landlord and Tenant will include individuals male or female, singular or plural, corporations, partnerships or business entities, as may fit the particular party.

IN WITNESS WHEREOF, the parties have hereunto affixed their respective hands and seals on the day and year below written.

TENANT
THE BOARD OF TRUSTEES
OF THE UNIVERSITY OF ILLINOIS

LANDLORD
John Wood Community College

BY:

BY: _____

Its: _____

Date: _____

**STANDARD FORM-UI EXTENSION APPROVED BY REAL ESTATE SERVICES & LEGAL COUNSEL
(BKW & JAS 1/23/18)**

EXHIBIT A
Floor Plan and Description of Premises
(ATTACHED)

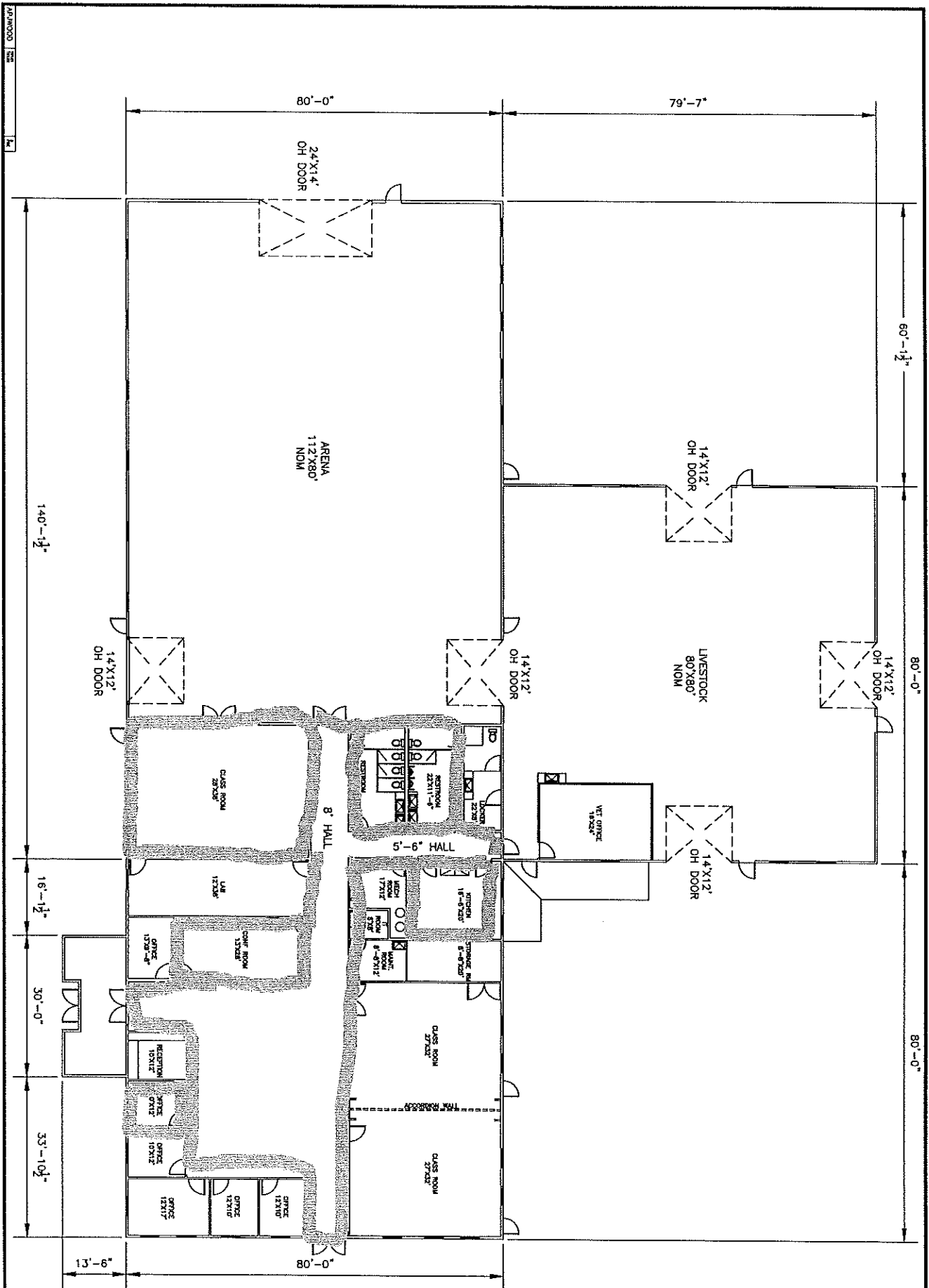


EXHIBIT B**Lease Addendum**

The terms of this exhibit shall control over any conflicting provisions in the Lease.
(In the event of modifications to the Standard Form Lease all modifications would be restated as Exhibit B Lease Addendum)

INTENTIONALLY DELETED

EXHIBIT C

SUMMARY OF SERVICES AND UTILITIES

(COMMERCIAL UNIT)

The following is a summary of service and utility responsibilities of Landlord and Tenant:

<i>Service or Utility Item</i>	<i>Landlord</i>	<i>Tenant</i>	<i>Not Applicable</i>
Dispensers for toilet paper, hand soap and hand towels in restrooms	x		
Paper Supplies and waste containers (Premises)	x		
Replacement light bulbs & fluorescent light tubes (Premises)	x		
Ballasts and transformers for fluorescent lights, light switches and electrical outlets (Building and Premises)	x		
Heating and air conditioning control switches	x		
Janitorial service including waste removal to buildings dumpster (Premises)	x		
Janitorial service for Building exterior and common areas	x		
Carpet, tile and linoleum (Premises)	x		
Gas (Premises)	x		
Electric (Premises)	x		
Water and municipal sanitary district fees	x		
Window washing - exterior ⁽¹⁾	x		
Window washing – interior	x		
Landscaping and gardening	x		
Snow removal	x		
Cleaning of drapes, blinds, window shades (Premises)	x		
Maintenance and repair of window treatments	x		
Kitchen appliances	x		
Sufficiently sized dumpster for Tenants refuse and disposal services	x		
Pest control	x		
Other:			x

⁽¹⁾ Annually

EXHIBIT D

SUMMARY OF REPAIR AND MAINTENANCE RESPONSIBILITIES

The following is a summary of repairs and maintenance responsibilities of Landlord and Tenant:

<i>Maintenance or Repair Item</i>	<i>Landlord</i>	<i>Tenant</i>	<i>Not Applicable</i>
Foundations	x		
Exterior and Bearing Walls	x		
Roof	x		
Electrical Systems	x		
Lighting Systems	x		
Plumbing Systems	x		
Heating Systems	x		
Ventilation Systems	x		
Air Conditioning Systems	x		
Alarm Systems	x		
Plate Glass	x		
Window & Window Frames	x		
Gutters, Drains, Downspouts	x		
Elevators			x
Floor Slabs	x		
Common Areas (Interior and Exterior)	x		
Ceilings	x		
Interior Walls	x		
Interior Doors	x		
Interior Surfaces & Windows	x		
Appliances & Fixtures	x		
Repainting of Interior Walls (every years)			x
Base and/or Moldings	x		
Parking Lot Area	x		
Other:			

EXHIBIT E-1
Work Letter
Intentionally Deleted

Click here to enter text.

EXHIBIT E-2
STATEMENT OF COMPLIANCE
Intentionally Deleted



Date: **April 23, 2025** BOARD OF TRUSTEES MEETING
From: Josh Welker, Dean of Business Services & Institutional Effectiveness
Item: **Business**
RE: Upward Bound Travel Request for Proposal

JWCC solicited request for proposals from qualified vendors to provide travel for the Upward Bound program. The RFP was advertised in the Quincy-Herald Whig and on the John Wood Community College website. One RFP was received.

<u>Vendor</u>	<u>Total Cost</u>
Gerber Tours 100 Crossways Park Dr., Ste 400 Woodbury, NY 11797-2012	\$49,812.00

It is recommended that the Board of Trustees accept the proposal and award to Gerber Tours in the amount of \$49,812.00

I concur with the recommendation and request the Board of Trustees accept the proposal and award to Gerber Tours in the amount of \$49,812.00

April 23, 2025 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: **April 23, 2025**, Board of Trustees Meeting
From: Shelley Barkley, Vice President of Academic and Student Affairs
Item: **BUSINESS**
RE: 2026-2027 and 2027-2028 College Calendars

Please consider this request for the adoption of the College Calendar for 2026-2027 and 2027-2028. The calendars comply with the provisions in the Faculty Association Bargaining Agreement and Board Policy.

I concur with Dr. Shelley Barkley's recommendation and request the Board of Trustees adopt the 2026-2027 and 2027-2028 college calendars.

Attachment

A handwritten signature in cursive script, likely belonging to a board member, positioned to the right of the word 'Attachment'.

April 23, 2025, Board of Trustees 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

2026/27 School Calendar

August 2026						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2026						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2026						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2026						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2026						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2027						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2027						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2027						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2027						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2027						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2027						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

July 2027						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Class Days= 16 Instructional weeks (Fall- 76 days) (Spring- 75) (Total- 151 days)

Faculty Workdays= Convocation (8/13), Commencement (5/14), 2 days back before semesters (8/14 and 1/15), 2 faculty work days (10/16 and 4/23)

All College Professional Development (Blazer Summit) Days= 2 Annually (Fall- October 15; Spring- March 25)

No Classes (College Open)

College Closed

Winter/ Summer Interim Session- 4 and 3 Instructional weeks; 8 Instructional weeks

2027/28 School Calendar

August 2027						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September 2027						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October 2027						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November 2027						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December 2027						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January 2028						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February 2028						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29				

March 2028						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2028						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2028						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2028						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July 2028						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Class Days= 16 Instructional weeks (Fall- 77 days) (Spring-75) (Total- 152 days)

Faculty Workdays= Convocation(8/12), Commencement (5/12), 2 days back before semesters (8/13 and 1/14), 2 faculty work days (10/15 and 3/24)

All College Professional Development (Blazer Summit) Days= 2 Annually (Fall- October 14; Spring- March 13)

No Classes (College Open)

College Closed

Winter/ Summer Interim Session- 4 and 3 Instructional weeks; **Summer Session** 8 Instructional weeks



Date: **April 23, 2025** BOARD OF TRUSTEES MEETING
From: Josh Welker, Dean of Business Services & Institutional Effectiveness
Item: **Business**
RE: Solar and Wind Turbine Bids

JWCC solicited request for bids from qualified vendors to provide solar and wind turbine installation and troubleshooting educational training systems to be purchased with grant dollars. JWCC advertised the bid request in the Quincy- Herald Whig and on the John Wood Community College website. Two bid packets were received. Each bid packet included several options. The bid sheets are attached.

The recommendation requests the Board of Trustees authorize acceptance of the bid and award to Advanced Technologies, in the amount of \$38,366 plus shipping costs. This includes the base price for the solar training system with the add on of \$1,467 for curriculum campus license and \$3,998 for 100 student access for one year.

I concur with the recommendation and request the Board of Trustees authorize acceptance of the bid and award to Advanced Technologies, in the amount of \$38,366.00 plus shipping costs.

April 23, 2025 JWCC Board regular meeting

Mission: JWCC enriches lives through learning by providing accessible educational programs 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



advanced technologies consultants

powered by METEOR EDUCATION

Quote

Prices valid for 60 days

44800 Helm St. | P.O. Box 703328

Plymouth, MI 48170

800-348-8447 | www.atctrain.com

Presented to: John Wood Community College
1301 S 48th St.
Quincy, IL 62305

1/28/2025
KC Reynolds
(517) 614-4159
kcreynolds@atctrain.com

SOLAR AND WIND TURBINE INSTALLATION AND TROUBLESHOOTING EDUCATIONAL TRAINING SYSTEM(S)

Terms	Project	Delivery	FOB Point
Net 30	Lab-Volt Renewable Energy	90-120 Days ARO	Lab Volt

v.10/1/2024

Item#	Qty	Description	SAP#	Part#	Unit Cost	Extended
Renewable Energy Training Systems						
1	1	Solar/Wind Energy Training System	580181	46120-00	\$32,901.00	\$32,901.00 ✓
2	1	Nacelle - Wind Turbine Learning System	610873	46122-20	\$132,556.00	\$132,556.00
3		Solar/Wind Energy Curriculum Campus License	580560	86514-A0	\$1,467.00	-
4		Nacelle - Curriculum Campus License	8166512		\$700.00	
Festo LX Learning Experience						
<i>Includes full access to all courses for one year</i>						
5	1	100 Student Access for One Year	8219584		\$3,998.00	\$3,998.00 ✓
6		100 Student Access for Three Years	8219585		\$11,993.00	
7		100 Student Access for Five Years	8219586		\$19,990.00	
Training by Factory Certified Representative						
8	1	2 Day On-Sight Training by Festo Factory Certified Specialist (2 day minimum)			\$4,200.00	\$4,200.00
Educational Pricing Consideration - 8%						-\$13,892.00

Sub-Total	\$159,763.00
Shipping	\$1,500.00
Installation	Included
Grand Total	\$161,263.00

Warranty: All equipment of our manufacturer is warranted free from defects in materials and workmanship. This warranty shall cover only the intended use of the equipment. It shall not cover damage due to alteration, negligent use or normal wear. For a period of three years from the date of installation and/or acceptance by the customer, Festo will repair or replace any Festo equipment, which having been returned to us prepaid and upon inspection, is found to be defective through normal use. We assume no liability for damage, injury or expense claimed to have been incurred through the installation or use of our products.

**JOHN WOOD COMMUNITY COLLEGE RFB
SEALED PROPOSAL FOR SOLAR AND WIND TURBINE EDUCATIONAL TRAINING
SYSTEM(S)**

PRICE SUMMARY SHEET

A. This Price Summary Sheet and any other price information and details have been included in a separate, sealed envelope labeled, "Price Summary Information," and included with the sealed RFB return package. Yes

B. Vendor certifies the total cost listed below for the proposed project will not change unless John Wood Community College requests adjustments.

Vendor

Response: Agree

C. Vendor has completed and signed this Price Summary Sheet, attached a copy of the proposed detailed outline of services. Respond on this sheet or attach a separate sheet explaining this.

Vendor

Response: Yes

D. Total

TOTAL COST: \$161,263.00

* Please list and explain any and all other taxes and or surcharges that John Wood Community College will be charged for on your invoices.

NOTE: John Wood Community College is a sales tax-exempt Illinois Public Community College.

No other taxes or surcharges will be charged.

VENDOR: Advanced Technologies Consultants

ADDRESS: 44800 Helm St.

Plymouth, MI 48170

PHONE: 800-348-847

FAX

NAME PRINTED: Thomas S. Close, President

SIGNATURE:

Thomas S. Close

DUE DATE:

2:00 P.M. Central Standard Time, Monday, February 3, 2025

****The Price Summary Sheet must be returned****

Moss Enterprises
 5408 NW 88th St., Ste 120
 Johnston, IA 50131
 +18008224048
 dana@mossent.com



ADDRESS

John Wood Community
 College
 Workforce Development
 Center
 2710 North 42nd Street
 Quincy, IL 62305

Quote 297 D

DATE 02/11/2025

EXPIRATION DATE 04/01/2025

EDUCATION SPECIALIST

Brian Wagaman

ITEM #	DESCRIPTION	QTY	RATE	AMOUNT
950-SPF1	<p>Solar PV Installation Learning System Requires 95-SPA1 Solar PV Array Station, 208V/60Hz/3ph electrical, 41207 Solar PV Hand Tool Package, and 20180 Consumables Package. Also requires utility grid connection and may require approval from utility to make connection. Amatrol recommends 950-SC1 Solar Concepts for basic concept preparation. Requires PC; see amatrol.com/support for PC requirements.</p> <p>Includes: (1) Mobile Workstation; (1) Component Panel; (1) Distribution Panel; (1) PV Array Disconnect; (1) AC Disconnect; (1) Micro-Inverter; (1) AC Connector; (1) Combiner Box; (1) Inverter; (1) Charge Controller; (1) DC and AC Load Set; (1) Multimeter Set; (1) M20105 Student Curriculum - Interactive PC-Based Multimedia; (1) C20105 Instructor's Guide; (1) K20105 Instructor's Resource Print CD; (1) D20105 Installation Guide; (1) H20105 Student Reference Guide.</p>	1	25,220.00	25,220.00
95-SPA1	<p>Solar PV Array Station Required by 950-SPF1 and 950-SPT1. Requires 120V/60Hz/1ph electrical. Available option: 20179 Solar PV Array Extender Cable for locating an array remotely.</p> <p>Includes: (1) Mobile Workstation; (1) PV Panel Set; (1) Sun Simulator; (1) Panel Cover; (1) Power Cable.</p>	1	7,200.00	7,200.00

ITEM #	DESCRIPTION	QTY	RATE	AMOUNT
41207	Hand Tool Package - Solar PV Required for 950-SPF1. Includes: (1) Clamp Meter; (1) Digital Multimeter; (1) Wire Crimping Tool Set; (1) Diagonal Cutter; (1) Wire Stripper; (1) Allen Wrench; (3) Screwdrivers; (2) Pliers; (2) Testers; Tape and Thermal Rings; (1) Tool Box.	1	1,470.00	1,470.00
20180	Consumables Package for 950-SPF1 Includes varying lengths of consumable wire and cable used in the 950-SPF1 Solar PV Installation Learning System.	1	2,550.00	2,550.00
20179	Solar PV Array Extender Cable Provides remote array connection from 95-SPA1 Solar PV Array Station to either the 950-SPT1 Solar PV Troubleshooting Learning System or 950-SPF1 Solar PV Installation Learning System Includes: (1) 9.5 Meter Cable.	1	430.00	430.00
950-SPT1	Solar PV Troubleshooting Learning System (Regular Banana Leads) Requires 95-SPA1 Solar PV Array Station, 208V/60Hz/3ph electrical as well as customer supplied utility system grid interface, and PC. Note that grid tie requirements vary widely and are the exclusive responsibility of the customer. Recommended 950-SC1 Solar Concepts. Optional 23153 Spare Parts kit available. Includes: (1) Mobile Workstation; (1) Micro-Inverter; (1) Combiner Box; (1) PV Array Disconnect; (1) Battery Disconnect; (1) MPPT Charge Controller; (1) Communications Hub; (2) Power Meters; (1) DC Distribution Panel; (1) AC and DC Loads; (1) AC Distribution Panel; (1) AC Disconnect Switch; (1) Multimeter Set; (1) Fault Insertion System and Software; (1) 20122 Regular Lead Set; (1) M20104 Student Curriculum - Interactive PC-Based Multimedia; (1) C20104 Instructor's Guide; (1) K20104 Instructor's Resource Print CD; (1) D20104 Installation Guide; (1) H20104 Student Reference Guide.	1	42,595.00	42,595.00
95-SPA1	Solar PV Array Station Required by 950-SPF1 and 950-SPT1. Requires 120V/60Hz/1ph electrical. Available option: 20179 Solar PV Array Extender Cable for locating an array remotely. Includes: (1) Mobile Workstation; (1) PV Panel Set; (1) Sun Simulator; (1) Panel Cover; (1) Power Cable.	1	7,200.00	7,200.00

ITEM #	DESCRIPTION	QTY	RATE	AMOUNT
20179	Solar PV Array Extender Cable Provides remote array connection from 95-SPA1 Solar PV Array Station to either the 950-SPT1 Solar PV Troubleshooting Learning System or 950-SPF1 Solar PV Installation Learning System Includes: (1) 9.5 Meter Cable.	1	430.00	430.00
950-TGC1	Turbine Generator Control Troubleshooting Learning System Requires 208V/60Hz/3ph electrical and customer supplied utility system grid interface. Note that grid tie requirements vary widely and are the exclusive responsibility of the customer. Recommended 950-WC1 Wind Concepts. Requires PC; see amatrol.com/support for PC requirements. Optional 23154 Spare Parts kit available. Includes: (1) Mobile Workstation; (1) Inverter Unit with Contactors, Electrical Protection Devices, Controller with Discrete and Analog I/O, Network Communications Interface, Signal Conditioners, and Circuit Disconnects; (1) Fault Insertion System and Software; (1) M20014 Student Curriculum - Interactive PC-Based Multimedia; (1) C20014 Instructor's Guide; (1) K20014 Instructor's Resource Print CD; (1) D20014 Installation Guide; (1) H20014 Student Reference Guide.	1	76,090.00	76,090.00

If you any questions about this quotation, please contact your Education Specialist at (800) 822-4048.

SUBTOTAL
TAX

163,185.00
0.00

When ready to invest in your next educational solution, contact Dana Buster at (800) 822-4048 or email purchase order to dana@mossent.com.

TOTAL \$163,185.00

Accepted By

Accepted Date



Date: **4.23.2025** BOARD OF TRUSTEES MEETING
From: Amy Baker, Chief Human Resources Officer
RE: Personnel

Personnel Items to Be Approved:

New Hires—Regular

Makin, Lidia – Coordinator, Student Accounts

Request authorization to hire into full-time, non-exempt, benefits-eligible position effective April 7, 2025, at an annual salary of \$42,588.

Mittermeyer, Shellie – Executive Administrative Assistant to the Vice President of Academic & Student Affairs

Request authorization to hire into full-time, non-exempt, benefits-eligible position effective April 14, 2025, at an annual salary of \$38,376.

New Hires--Associate Faculty

Gabel, Nathan – Instructor, Truck Driver Training

Request authorization to hire into part-time position effective April 7, 2025, at rate of \$24.65 per hour.

Personnel Items Reported:

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

Hagedorn, Sean	Prep Cook, Food Services	Auxiliary Operations	\$15.00
Jones, Alexis	Supplemental Instruction Lead	Academic Support	\$17.00

I concur with the Personnel recommendations.

April 23, 2025 JWCC Board regular meeting

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

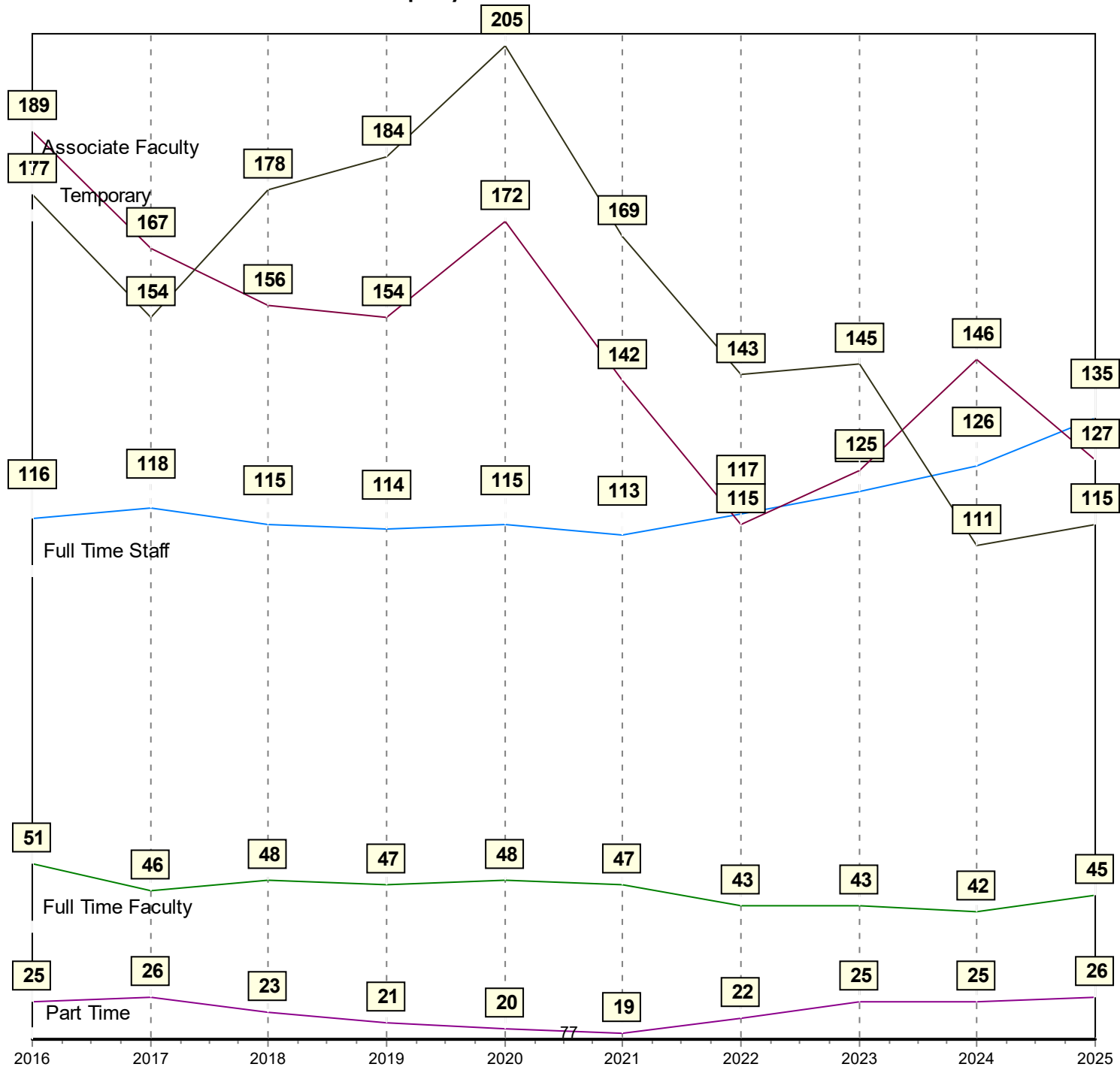
Vision: JWCC will be the community's partner and leader in education, workforce training and lifelong learning.

Core Values: Excellence Accountability Integrity Servant Leadership Lifelong Learning

John Wood Community College, District No. 539

As Of 3/1/2025

Employment Trends



John Wood Community College

Financial Reports

Board of Trustees Meeting

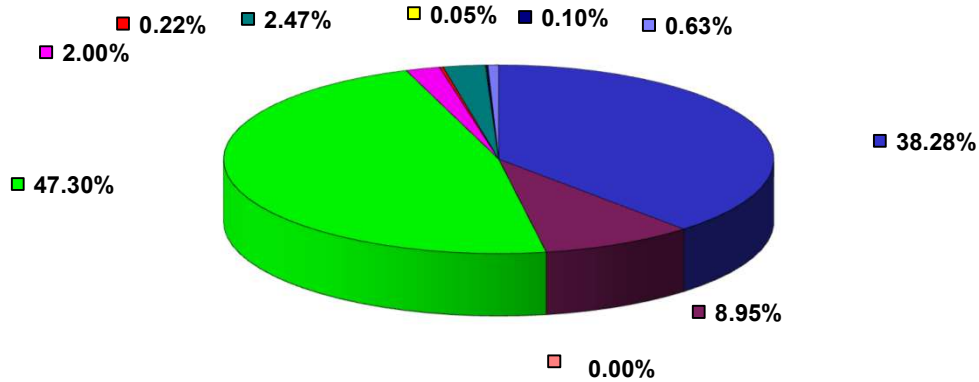
April 23, 2025

John Wood Community College, District No. 539
Comparison of Actual to Budget - FY' 25 to FY' 24
As of March 31, 2025
Unaudited

Operating Funds

	Actual FY ' 25	Budget FY ' 25	% of Budget FY ' 25	Actual FY ' 24	Budget FY ' 24	% of Budget FY ' 24
<u>REVENUES:</u>						
Local Government Revenue	\$6,677,533	\$7,258,097	92.00 %	\$6,369,611	\$6,766,572	94.13 %
State Government Revenue	\$1,561,412	\$2,454,961	63.60 %	\$1,849,153	\$2,412,078	76.66 %
Federal Government Revenue	\$0	\$0	0.00 %	\$0	\$0	0.00 %
Student Tuition and Fees	\$8,249,402	\$8,175,365	100.91 %	\$7,796,554	\$7,892,018	98.79 %
Sales and Services Revenue	\$349,045	\$559,200	62.42 %	\$487,775	\$653,900	74.59 %
Facilities Revenue	\$38,264	\$25,000	153.06 %	\$22,091	\$15,000	147.28 %
Investment Revenue	\$430,107	\$300,000	143.37 %	\$358,168	\$105,000	341.11 %
Gifts and Grants Revenue	\$8,820	\$17,805	49.54 %	\$7,890	\$10,000	78.90 %
Other Revenue	\$17,147	\$9,500	180.49 %	\$12,200	\$8,700	140.23 %
Transfers From	\$110,134	\$258,195	42.66 %	\$112,865	\$150,000	75.24 %
TOTAL REVENUES:	\$17,441,864	\$19,058,123	91.52 %	\$17,016,308	\$18,013,268	94.47 %
<u>EXPENDITURES:</u>						
Salaries	\$6,582,407	\$10,006,836	65.78 %	\$6,249,075	\$9,628,359	64.90 %
Employee Benefits	\$1,914,862	\$2,689,004	71.21 %	\$1,688,257	\$2,406,902	70.14 %
Contractual Services	\$851,841	\$1,533,075	55.56 %	\$1,227,743	\$1,822,224	67.38 %
General Materials and Supplies	\$784,326	\$1,287,633	60.91 %	\$574,944	\$982,440	58.52 %
Travel & Conference/Meeting Expense	\$122,683	\$289,901	42.32 %	\$108,378	\$220,963	49.05 %
Fixed Charges	\$85,773	\$110,770	77.43 %	\$73,843	\$109,293	67.56 %
Utilities	\$515,030	\$676,500	76.13 %	\$471,464	\$735,750	64.08 %
Capital Outlay	\$546,654	\$760,266	71.90 %	\$156,592	\$405,821	38.59 %
Other Expenditures	\$1,098,348	\$1,182,007	92.92 %	\$997,740	\$1,196,251	83.41 %
Transfers To	\$465,000	\$522,131	89.06 %	\$244,000	\$505,262	48.29 %
TOTAL EXPENDITURES:	\$12,966,924	\$19,058,123	68.04 %	\$11,792,036	\$18,013,265	65.46 %
REVENUES OVER (UNDER) EXPENDITURES	\$4,474,940			\$5,224,272		

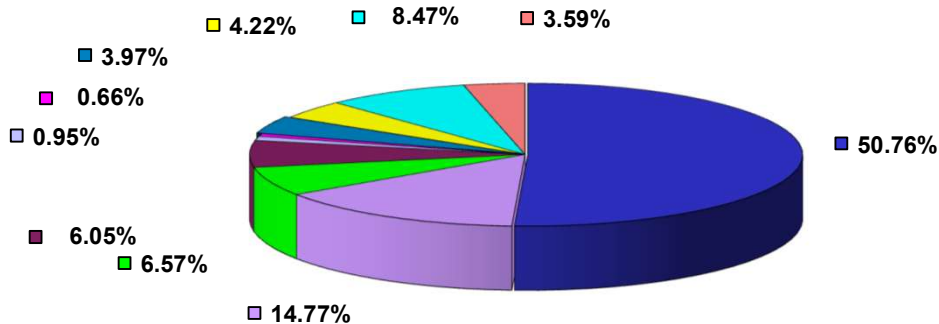
**FY25 Operating Fund Revenues YTD as of March 31, 2025
Unaudited**



Operating Fund Revenues: \$17,441,864

38.28%	Local Government Sources	\$6,677,533
8.95%	State Government Sources	\$1,561,412
0.00%	Federal Government Sources	\$0
47.30%	Student Tuition and Fees	\$8,249,402
2.00%	Sales and Service Fees	\$349,045
0.22%	Facilities Revenue	\$38,264
2.47%	Investment Revenue	\$430,107
0.05%	Gifts and Grants Revenue	\$8,820
0.10%	Other Revenues	\$17,147
0.63%	Transfers from Other Funds	\$110,134

**FY25 Operating Fund Expenditures YTD as of March 31, 2025
Unaudited**



Operating Fund Expenditures: \$12,966,924

50.76%	Salaries	\$6,582,407
14.77%	Employee Benefits	\$1,914,862
6.57%	Contractual Services	\$851,841
6.05%	Materials and Supplies	\$784,326
0.95%	Conference and Meeting	\$122,683
0.66%	Fixed Charges	\$85,773
3.97%	Utilities	\$515,030
4.22%	Capital Outlay	\$546,654
8.47%	Other Expenditures	\$1,098,348
3.59%	Transfer to/from Other Funds	\$465,000

Balance Sheet - All Funds
As of March 31, 2025
Unaudited

	Operating Funds	Oper. & Maint. Fund (Restricted)	Grant Restricted Funds	Special Levy Tax Fund	Working Cash Fund	Bond & Interest Fund	Auxiliary Enterprise Fund
<u>ASSETS</u>							
Cash	\$7,137,375	\$9,228,509	(\$138,418)	\$1,765,387	\$1,607,568	\$409,565	\$4,116,955
Investments	\$5,194,375	\$2,048,410	\$0	\$0	\$3,593,141	\$0	\$0
Receivables	\$432,439	\$0	\$56,296	\$0	\$0	\$0	\$0
Accrued Revenue	\$154	\$673	\$749,788	\$95	\$142	\$0	\$212
Interfund Receivables	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Inventory	\$85,033	\$0	\$0	\$0	\$0	\$0	\$255,031
Other Assets	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Prepaid Expenses/Deferred Charges	\$141,870	\$0	\$3,625	\$4,553	\$0	\$0	\$0
TOTAL ASSETS	\$12,991,246	\$11,277,592	\$671,291	\$1,770,034	\$5,200,851	\$409,565	\$4,372,199
<u>LIABILITIES</u>							
Payroll Deduction Liabilities	(\$23)	\$0	\$0	\$131	\$0	\$0	\$0
Accounts Payable	(\$258)	\$0	(\$4,933)	\$0	\$0	\$0	\$327,764
Accrued Expense	\$1,007,493	\$0	\$66,878	\$33,818	\$0	\$0	\$23,936
Interfund Payables	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Deferred Revenue	\$3,717	\$0	\$4,960	\$0	\$0	\$0	\$0
Other Liabilities	\$39	\$0	\$0	\$0	\$0	\$0	\$0
CLEARING ACCOUNTS	\$5,003	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL LIABILITIES	\$1,015,971	\$0	\$66,905	\$33,948	\$0	\$0	\$351,700
FUND BALANCE 7/01/2024	\$7,500,335	\$10,910,853	\$141,702	\$1,223,573	\$5,062,364	\$420,579	\$3,636,551
Revenue Over (Under) Expense	\$4,474,940	\$366,739	\$462,684	\$512,513	\$138,487	(\$11,014)	\$383,948
FUND BALANCE 3/31/2025	\$11,975,275	\$11,277,592	\$604,386	\$1,736,086	\$5,200,851	\$409,565	\$4,020,499
TOTAL LIABILITIES AND FUND BALANCE	\$12,991,246	\$11,277,592	\$671,291	\$1,770,034	\$5,200,851	\$409,565	\$4,372,199

**JWCC Investment Report
FY 2025**

UNAUDITED REPORT

<u>Total Cash and Investments</u>	Value as of <u>March 2025</u>
JWCC Checking	3,668,980.19
Illinois Funds	16,010,192.03
Raymond James Financial Services	4,471,196.05
JWCC CDs & Treasuries	10,835,926.51
Total Cash and Investments	34,986,294.78

<u>Held by JWCC</u>	<u>Interest Rate</u>	<u>Maturity Date</u>		<u>Fund</u>
Checking Accounts	2.00%		3,668,980.19	all funds
Raymond James Financial Services	4.42%		4,471,196.05	all funds
IL FUND Money Market	4.436%		16,010,192.03	all funds
	<u>Yield Rate</u>			
First Bankers Trust - CD	4.86%	4/17/2025	271,076.44	32
Commerce Bank - Treasury	2.97%	6/30/2025	268,297.06	07
Commerce Bank - Treasury	2.97%	6/30/2025	106,922.81	07
Commerce Bank - Treasury	3.60%	9/15/2025	249,222.66	07
Commerce Bank - Treasury	3.60%	9/15/2025	99,689.06	07
Bank of Springfield - CD	5.12%	10/9/2025	259,487.40	32
Commerce Bank - Treasury	4.50%	11/30/2025	2,639,430.74	01
Farmers National Bank of Griggsville - CD	4.81%	12/18/2025	262,049.33	32
Central State Bank - CD	4.87%	3/20/2026	250,000.00	32
First Mid Bank & Trust - CD	4.86%	4/13/2026	108,261.37	07
First Mid Bank & Trust - CD	4.86%	4/13/2026	270,653.45	07
Farmers National Bank of Griggsville - CD	4.60%	7/2/2026	255,797.26	32
Homebank - CD	4.41%	9/24/2026	250,000.00	32
Bank of Springfield - CD	4.91%	10/9/2026	259,089.56	07
Bank of Springfield - CD	4.91%	10/9/2026	103,635.83	07
Farmers National Bank of Griggsville - CD	4.55%	12/18/2026	261,408.08	07
Farmers National Bank of Griggsville - CD	4.55%	12/18/2026	104,563.23	07
Mercantile Bank - CD	4.12%	1/22/2027	250,000.00	32
Mercantile Bank - CD	4.18%	3/21/2027	250,000.00	07
Mercantile Bank - CD	4.18%	3/21/2027	100,000.00	07
Mercantile Bank - CD	4.10%	3/26/2027	250,000.00	32
Commerce Bank - Treasury	3.70%	5/15/2027	2,554,944.21	01
Farmers National Bank of Griggsville - CD	3.70%	7/2/2027	102,268.49	07
Farmers National Bank of Griggsville - CD	3.70%	7/2/2027	255,671.23	07
First Bankers Trust - CD	3.77%	9/23/2027	252,470.21	07
First Bankers Trust - CD	3.77%	9/23/2027	100,988.09	07
Mercantile Bank - CD	4.17%	1/22/2028	100,000.00	07
Mercantile Bank - CD	4.17%	1/22/2028	250,000.00	07
Mercantile Bank - CD	4.31%	3/26/2028	250,000.00	07
Mercantile Bank - CD	4.31%	3/26/2028	100,000.00	07
Total Cash and Investments			34,986,294.78	

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 23rd day of April 2025.

Chair

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