

**MINUTES OF REGULAR BOARD MEETING OF  
NOVEMBER 8, 2016**

The Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb, State of Illinois, convened a regular meeting Tuesday, November 8, 2016, in Building E, Seigle Auditorium, at Spartan Drive Campus, Elgin Community College, 1700 Spartan Drive, Elgin, Illinois.

**1. Call to Order and Roll Call**

Chair MacKinney called the regular meeting to order at 5:36 p.m., indicated that a quorum was present, and asked the recorder to call roll.

*Trustees present* Mr. Duffy, Ms. MacKinney, Ms. Holmes, Mr. Meyer, Dr. Ollayos, Dr. Redmer, Mr. Saucedo and Student Trustee Mr. Gonzalez

*Trustees absent:* None

*ECC staff and*

*others present:* Dr. Sam, President; Ms. Heinrich, Interim VP; Ms. Konny, VP and Ms. Kerruish, Recorder

**2. Recess to Closed Session**

The chair asked for a motion to recess immediately to closed session under the following exceptions to the *Illinois Open Meetings Act*:

- A. To discuss minutes of meetings lawfully closed under this Act . . . .
- B. To consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the college . . . .
- C. To discuss litigation, when an action...has been filed...or when the public body finds that an action is probable or imminent . . . .
- D. To consider collective negotiation matters...for one or more classes of employees... all pursuant to Chapter 5 of the *Illinois Compiled Statutes* Sections 120/2 (c) (21, 1, 11 and 2 respectively).

**Motion:** Trustee Duffy moved to recess to closed session.

**Second:** Trustee Holmes seconded the motion.

**Roll-Call Vote:** Aye, 7: Duffy, Holmes, MacKinney, Meyer, Ollayos, Redmer, Saucedo; nay, 0; Student Trustee Gonzalez, aye; motion carried at 5:38 p.m.

**3. Reconvene Open Session**

The board reconvened in open session at 6:32 p.m. in Seigle Auditorium (E125).

**4. Preliminary Matters**

Following the Pledge of Allegiance, led by Ms. Sawyer, Trustee Holmes read the Board of Trustees' purpose. Chair MacKinney requested a moment of silence for Mr. Eshelman, founding ECC board member, then asked Ms. Kerruish to call roll.

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**Roll Call**

*Trustees present:* Mr. Duffy, Ms. Holmes, Ms. MacKinney, Mr. Meyer, Dr. Ollayos, Dr. Redmer, Mr. Saucedo and Student Trustee Mr. Gonzalez

*Trustees absent:* None

*ECC staff and*

*Others present:* Dr. Sam, president, Ms. Heinrich, Ms. Konny, Ms. Amenta, Ms. Sawyer, Ms. Amenta, Mr. Whitehead, Ms. Hatch, Mr. McCoy, Dr. Garber, Mr. Treadwell, Mr. McElhiney, Ms. Kerruish and Ms. Franck

**5. President's Report**

Dr. Sam recognized SSECCA leadership present: Mr. Treadwell and Mr. McCoy.

His report included the following:

- The ECC Women's Soccer Team participated in a game at Waubensee Community College earlier this month. Coach Rick Ceh received a note from a parent of a Waubensee student. She said, "I was very impressed with the respect you showed your team and how you were able to keep encouraging the girls even when they were being scored on. I think your girls played hard until the end because of the encouragement and spirit you showed during the entire game....I also noticed more sportsmanship than I have from a lot of teams we've played." And from Kent Payne, "We may not win every game, but we for sure win in character development, leadership and life lessons."
- The District 3 National Council for Marketing and Public Relations (NCMPR) 2016 Medallion Awards competition was held October 11-19. ECC placed in the following categories:
  - GOLD – Spartacat Wall – Novelty Advertising
  - GOLD – Spartan Athletics – Sports Brochure
  - GOLD – Fall 2016 Campaign – Successful Recruitment or Marketing Campaign
  - GOLD – CTE Microsite – Microsite
  - GOLD – Student Handbook – Student Handbook / Academic Planner
    - The student handbook has won a medallion award 8 times since 2008!
  - SILVER – 2015 Community Report – College Annual Report
  - SILVER – "Bob and Jane" Scholarship Video – Video Shorts
  - SILVER – Spring 16 Campaign – Successful Recruitment and Marketing Campaign

Congratulations to all involved in these creative efforts!

- Congratulations to Paula Amenta on receiving an *Influential Woman in Business Award*, presented at the 19<sup>th</sup> Annual Influential Women in Business Recognition event last week, sponsored by the Business Ledger.

**6. Board Reports (Representatives and Liaisons)**

**A. Committee of the Whole Meeting**

Trustee Holmes reviewed the agenda and summarized the meeting held November 7. Topics of discussion included the proposed tax levy and the 5-year Strategic Plan.

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Minutes of the Committee of the Whole meeting will be available on ECC's website (elgin.edu) following approval.

**B. Illinois Community College Trustees Association (ICCTA)**

Trustee Duffy stated ICCTA meetings will be held November 11 and 12, 2016 in Naperville.

**C. Association of Community College Trustees (ACCT)**

Trustee Ollayos indicated the past month did not include significant activity within ACCT. The election results will determine the outcome of several issues, and additional information will be relayed in December. The ACCT National Legislative Summit will be held in February, 2017.

**D. Legislative**

Chair MacKinney stated Ms. Amenta will compile the election results and provide the board with a list of elected officials once the information is available.

**E. ECC Foundation**

Trustee Redmer reported the following items:

- The Foundation's fundraising results have grown to just over \$300,000 year to date. New gifts of note include a \$20,000 pledge from the Grand Victoria Foundation to continue our college readiness work as it relates to early childhood learning.
- 77% of available scholarship funds have been awarded by the Financial Aid office, totaling \$215,000 to date.
- The annual Donor Appreciation Breakfast took place on October 22 with strong attendance by donors and students alike.
- The Foundation has received an unmodified audit opinion with no management letter for fiscal year 2016.
- The next Foundation Board meeting will take place on December 1, 2016.

**7. Audience Wishing to Address the Board**

There were no members of the audience wishing to address the board.

**8. Board Action No. 058-A-17, Acceptance of College Reports**

A. Personnel (October)

B. Treasurer (September)

C. Student (October)

***College Reports Under Separate Cover***

D. Institutional Advancement and ECC Foundation (October)

E. Community Engagement and Legislative Affairs (October)

F. Grant Monitoring Report (Quarter Ending September 30, 2016)

Chair MacKinney confirmed receipt, either attached or under separate cover, of the aforementioned written reports.

**Motion:** Trustee Holmes moved to accept the college reports, as submitted.

**Second:** Trustee Duffy seconded the motion.

Trustee Redmer acknowledged Student Trustee Gonzalez for the very thorough reports he submits, noting his efforts are appreciated.

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*Roll-Call Vote:* Aye, 7; nay, 0; student trustee, aye; motion carried.

**9. Consent Agenda Approval**

Chair MacKinney read the Consent Agenda and inquired whether anyone would like to remove any items from the Consent Agenda. The following item was removed by Trustee Meyer:

**9.J.5. Board Action No. 072-A-17, In-Residence Ensemble Renewal of Agreement, Hamilton Wings**

The following items were removed by Chair MacKinney:

**9.K. Board Action No. 073-F-17, Resolution of Approval to Publish Proposed 2016 Tax Levy**

**9.M.1 Board Action No. 078-A-17, Resolution of Appreciation, Retiree, Nance Ohlendorf**

Chair MacKinney presented the remaining Consent Agenda Items for approval:

**9.A. Board Action No. 059-A-17, Minutes of Regular Board Meeting of October 10, 2016**

**9.B. Board Action No. 060-A-17, Minutes of Closed-Session at Regular Board Meeting of October 11, 2016**

**9.C. Board Action No. 061-A-17, Minutes of Special Board Meeting of October 18, 2016**

**9.D. Board Action No. 062-A-17, Minutes of Closed-Session at Special Board Meeting of October 11, 2016**

**9.E. Board Action No. 063-A-17, Destruction of Audiotape of Closed-Session of April 14, 2015**

**9.F. Board Action No. 064-F-17, Ratification of the Report of Expenses for October, 2016**

**9.G. Board Action No. 065-P-17, Pending Layoffs Affecting the Support Staff of Elgin Community College Association (SSECCA), approves the layoff of employees impacted by the Memorandum of Understanding, Board Action No. 022-A-17.**

**9.H. Board Action No. 066-I-17, Instructional Fees for FY 2018**

**9.I. Board Action No. 067-I-17, Student Service Fees**

**IN-RESIDENCE ENSEMBLE AGREEMENT RENEWALS**

**9.J.1. Board Action No. 068-A-17, Ballet Folklorico Huehuecoyotl (BFH), approves the renewal of the agreement, effective July 1, 2016 through June 30, 2019.**

**9.J.2. Board Action No. 069-A-17, Children's Theatre of Elgin/Fox Valley Theatre Company, approves the renewal of the agreement, effective July 1, 2016 through June 30, 2019.**

**9.J.3. Board Action No. 070-A-17, Elgin Master Chorale, Inc., approves the renewal of the agreement, effective July 1, 2016 through June 30, 2019.**

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**9.J.4. Board Action No. 071-A-17, Elgin Youth Symphony Orchestra,** approves the renewal of the agreement, effective July 1, 2016 through June 30, 2019.

**PURCHASES**

**9.L.1. Board Action No. 074-B-17, Carpentry Services,** authorizes the administration to procure carpentry repair services from Shales McNutt, LLC (Elgin, IL), the lowest responsive bidder, in the amount of \$20,000 annually, \$60,000 total for three years.

**9.L.2. Board Action No. 075-T-17, Computer Purchase,** authorizes the administration to purchase MacBook Pros and AppleCare service, and iMacs and related peripherals direct from the manufacturer, Apple, Inc. (Austin, TX), in the amount of \$61,092.

**9.L.3. Board Action No. 076-A-17, Consulting Services,** authorizes the administration to Contract with John Newton and Associates, Ltd. (Downers Grove, IL) for employee relations support and special project assistance for the college's Human Resources department, in an amount not to exceed \$43,200.

**9.L.4. Board Action No. 077-B-17, Roof Repair Services,** authorizes the administration to procure roof repair services from Weatherguard Roofing Co. (Elgin, IL), the lowest responsive bidder, in the amount of \$20,000 annually, \$60,000 for three years.

**Motion:** Trustee Redmer moved to accept the consent agenda as presented.

**Second:** Trustee Saucedo seconded the motion.

**Roll-Call Vote:** Aye, 7; nay, 0; student trustee, aye; motion carried

**OTHER**

**9.J.5. Board Action No. 072-A-17, In-Residence Ensemble Agreement Renewal, Hamilton Wings**

**Motion:** Trustee Ollayos moved to approve the agreement with Hamilton Wings

**Second:** Trustee Duffy seconded the motion.

Trustee Meyer indicated that he and Chair MacKinney would abstain from action, due to their involvement with Hamilton Wings.

**Roll-Call Vote:** Aye, 5; Holmes, Duffy, Ollayos, Redmer, Saucedo; nay, 0; abstain, 2; Meyer, MacKinney, student trustee, aye; motion carried

**9.K. Board Action No. 073-F-17, Resolution of Approval to Publish Proposed 2016 Tax Levy**

**Motion:** Trustee Ollayos moved to approve Board Action No. 073-F-17.

**Second:** Trustee Holmes seconded the motion.

Trustee Meyer expressed his concerns about the proposed tax levy, noting he would be open to a notice that includes revenue from new property; however he does not support a tax increase on existing property, and feels the budget could still be balanced without taxing current property. A discussion on the tax levy among trustees ensued; and Ms. Konny elaborated on the effects of not proceeding with the action.

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**Roll-Call Vote:** Aye, 6, MacKinney, Duffy, Holmes, Ollayos, Redmer, Saucedo; nay, 1, Meyer; student trustee, aye; motion carried

**PERSONNEL**

**9.L.1 Board Action No. 078-A-17, Resolution of Appreciation, Retiree, Nance Ohlendorf**

**Motion:** Trustee Holmes moved to approve the resolution.

**Second:** Trustee Ollayos seconded the motion.

Dr. Sam indicated that prior to 2009, ECC experienced challenges in the custodial area which have since been resolved under the direction of Ms. Ohlendorf. In addition, as part of the college's cost savings initiatives, the Manager of Custodial Services position will not be replaced.

**Roll-Call Vote:** Aye, 7; nay, 0; student trustee, aye; motion carried

**10. Other Possible Action Subsequent to Discussion in Closed Session**

No action was taken.

**11. Old Business**

No old business was brought forward.

**12. New Business**

Trustee Redmer suggested trustees consider collecting food donations for Spartan Food Pantry, as was done last December. Donations can be brought to the December Committee of the Whole meeting, where they will be collected and delivered to the food pantry. (A list of items most needed will be provided to the Board prior to the December meeting.)

Trustee Ollayos informed the Board of a 'Manufacturing Mingle' event the Elgin Area Chamber of Commerce will host on November 15. She also mentioned Boston University will conduct a webinar in the area of Health Sciences which may be of interest to students. In addition, Dr. Ollayos announced Rise Jones of Hamilton Wings received a Kane County Women's award.

**Adjournment**

Chair MacKinney adjourned the meeting at 7:04 p.m.

  
John Duffy, MS Ed, Board Secretary

  
Diane Kerruish, Board Recorder