CONVENING OF THE MEETING

Call to Order  The regular meeting was called to order at 5:31 p.m. Tuesday, January 15, 2008, in Conference Room A/B of the College by Chairman Prince. Chairman Prince also recited the College Vision, Mission and Core Values.

Roll Call

Members Present: Amy Bliefnick, Carol Chiligiris, Dale Colee, Rev. Wayne Dunning, Dr. Larry Osborne, and Randy Prince

Members Absent: None

Also present: Dr. Gayle Saunders, President, Attorney Darrell Woolums, and other staff members

MINUTES OF PREVIOUS MEETING

The minutes of the regular meeting of December 18, 2007, had been distributed to the Board prior to this meeting.

Osborne moved to approve the minutes of the regular meeting of December 18, 2007. Bliefnick seconded. Roll call vote being all ayes, Chairman Prince declared the motion carried.

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

New employees were introduced to the Board.

WRITTEN COMMUNICATIONS

1. Correspondence from Mollie Jarvis, ADM, thanking Dr. Saunders for accompanying ADM to the Department of Labor meeting in Washington, D.C.

2. Correspondence from Heather Thomas, Greater Decatur Chamber of Commerce, thanking Dr. Saunders for speaking at the Decatur Leadership Institute Presentations
3. Correspondence from Geoffrey S. Obrzut, Illinois Community College Board, approving the Roof Replacement-Shilling Center Project

4. Memorandum from Steve Vandiver, Director of Marketing, regarding the College Activities Report
   - Monday was the first day for Spring semester 2008. Dr. Saunders thanked the staff for another great start to the new semester.

5. Student Senate Report

6. Memorandum from John Bell, Director, Human Resources, regarding Personnel Updates.
   - Beth Hanks has resigned from her position as Nursing Instructor, Health Professions, effective December 21, 2007.
   - Pamela Laskowski has joined the Richland Community College family as full-time temporary Nursing Instructor, effective January 7, 2008.
   - Amanda Miller has joined the Richland Community College family as full-time temporary Mathematics Instructor, effective January 7, 2008.
   - Everett Irby has joined the Richland Community College family as a Youthful Offender Counselor at the Jacksonville Correctional Center.
   - Kim Parkinson has joined the Richland Community College family as an Advisor, TRIO, effective January 7, 2008.
   - Jacqueline Hagan has joined the Richland Community College family as part-time Secretary III, Marketing, effective January 7, 2008.

7. Memorandum from Wegi Stewart, Executive Director, Foundation and Development, regarding the Foundation Report:
   - Gifts received by the Foundation for 2007 totaled 555, for a total over $2.5 million
   - Scholarships Awarded totaled 547
   - Outstanding Pledges totaled $1.2 million

SPECIAL REPORTS

REPORT OF THE PRESIDENT

Dr. Saunders reported the following:

January 14, 2008, was the first day of Spring semester classes.

1,700 eighth grade students visited Richland Community College to participate in the Career Fair.
The Spring Convocation was held on January 8, 2007, in the Shilling Auditorium. The Invitation to the Future was presented at that time.

Seven employee recognition awards were presented during the Spring convocation. Lazetta Farnham was awarded the Above and Beyond Award; Shelba Donoho was awarded the Core Values Award; Pixie Fennessey was awarded the Diversity Award; Ellen Colbeck was awarded the Employee Mentor Award; Joe Feinstein was awarded the Helping Hand Award; Debbie Ellison was awarded the Lighten Up Customer Service Award; and Ron Wilson was awarded the Excellence in Motion Award.

Fifteen new employees participated in New Employee Orientation sessions during the week of January 7, 2008.

The Agenda for the Winter Board Retreat on February 1-2 was distributed to the Board of Trustees. The Board Retreat will begin at 3:00 p.m. in Bloomington, Illinois.

A reception will be held January 22, 2008, at 10:30 a.m. in the Learning Resources Center to honor Mr. Bob Kopetz, who has written a 35-year history of Richland Community College.

**College Spotlight**

Terry Robinson, Dean, Continuing and Professional Education Division, presented an overview of the Workforce Readiness Program. Through the Workforce Readiness Program Richland Community College meets a need in the marketplace among the local manufacturers and other companies. Workforce Readiness is an innovative approach to develop a pipeline to employment. It is a customized employee skills program that can be used for current or potential employees. The two initial programs: are for entry-level clerical and customer service, followed by union apprenticeship skills preparation. Companies are seeking high performance among employees, and the program offers instruction and assistance in the areas of soft skills, computation, technical skills, communications, and innovation. Richland Community College will build upon the momentum of the Workforce Readiness Program to uncover new training opportunities and increase the availability of career awareness in our area as yet another strategy to meet company and community needs.

**REPORT OF ICCTA**

Carol Chiligiris reported that the ACCT Legislative Summit will be held in Washington, D.C., on February 10-13, 2008. The ICCTA will meet at that time.

**AGREEMENTS/CONTRACTS AUTHORIZED BY PRESIDENT SAUNDERS FOR THE MONTH OF DECEMBER 2007**

During the month of December, Dr. Saunders signed three (3) documents that are listed in the Board Book. On December 3, Dr. Saunders authorized a request from the

OLD BUSINESS

Construction Report

Greg Florian, Vice President of Finance and Administration, updated the Board on the current construction projects and the status of each.

The Agribusiness Education Center is complete, and Spring semester classes are scheduled in the new classrooms.

The College is working with architects on the Shilling roofing project, and work should begin this summer.

The sidewalk and panel projects are underway as part of the Fitness Center and Early Childhood Classroom Project.

The College has been working with consultants on the Culinary Arts Institute. Bidding should begin in February.

The Illinois Transportation Enhancement Program project is moving forward with the Macon County Highway Department.

The University of Illinois Extension – Joint Use Facility is scheduled to be bid in February.

Consideration and Action on a Resolution Providing for the Issuance of General Obligation Community College Bonds for the College – Resolution No. 08-8

A recommendation to adopt Resolution No. 08-8 authorizing the issuance of general obligation bonds to pay claims against the District, and the levy of a direct annual tax sufficient to pay the principal and interest thereon was presented to the Board.

The College is in the process of issuing funding bonds in the amount of $2.6 million. It is now time to take the final step of the process and authorize the actual issuance of the Bonds. The Bond proceeds will be used to finance the cost of the University of Illinois Extension – Joint Use Facility, Culinary Arts Institute, and computer hardware and software as approved by the Board at the November Board meeting.

Osborne moved to adopt Resolution No. 08-8 authorizing the issuance of general obligation bonds to pay claims against the District and the levy of a direct annual
tax sufficient to pay the principal and interest thereon, as presented. Bliefnick seconded. Roll call vote being all ayes, Chairman Prince declared the motion carried.

**Resolution Authorizing Approval and Execution of Real Property Tax Assessment Settlement Agreement – No. 08-9**

A recommendation to approve and sign the Real Property Tax Assessment Settlement Agreement with Exelon Corporation that includes the Equalized Assessed Valuation for the tax years 2006 through 2010 was presented to the Board.

The Real Property Tax Assessment Settlement Agreement establishes the Equalized Assessed Valuation (EAV) for the tax years 2006 through 2010 and states that neither the taxing districts nor Exelon Corporation will appeal the assessment.

Bliefnick moved to approve Resolution No. 08-9 Authorizing Approval and Execution of the Real Property Tax Assessment Settlement Agreement with Exelon Corporation that includes the Equalized Assessed Valuation for the tax years 2006 through 2010, as presented. Osborne seconded. Roll call vote being all ayes, Chairman Prince declared the motion carried.

**FINANCIAL REPORT**

**Bills Payable**

The December 2007 Treasurer’s Report and Financial Statement were presented to and discussed with the Board.

A list of bills for payment and ratification in the amount of $819,328.17 for December 2007 was distributed to the Board prior to the meeting.

Bliefnick moved to approve the bills for payment and ratification as presented and to approve the Financial Statement to be filed for audit. Osborne seconded. Roll call vote being all ayes, Chairman Prince declared the motion carried.

**Items from the Board**

Trustee Colee commended Wegi Stewart, Executive Director of the Foundation, on the work she has done in her first year of employment.

Trustee Dunning stated that today is Martin Luther King, Jr.’s birthday and the College will be closed on January 21st in honor of that date. Dunning requested that the Board reflect on the time when people couldn’t get an education in the same school or the same district because of the color of their skin. Today, because of Dr. King’s efforts, we can all sit around the table and discuss the business of the college and educating students.
Trustee Prince stated he is pleased to see the Richland Community College staff back after the holiday break. Prince stated that the buildings are nice, but the people make Richland Community College work.

**EXECUTIVE SESSION**
Colee moved to enter into closed session for the purpose of discussing individual employments, as specified in Section 2 (c) (1); for discussion of pending or probable litigation, as specified in Section 2 (c) (11); for discussion of purchase or lease of real property, as specified in Section 2 (c) (5); for self-evaluation, as specified in Section 2 (c) (16); and for discussing the filling of a public office vacancy, as specified in Section 2 (c) (3) of the Open Meetings Act. Bliefnick seconded. Roll call vote being all ayes, Chairman Prince declared the motion carried.

Meeting convened into closed session at 6:10 p.m.

Meeting reconvened into open session at 7:25 p.m.

**ADJOURNMENT**
Dunning moved and Osborne seconded to adjourn the meeting at 7:25 p.m.

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Dale Colee, Secretary