PUBLIC BOND HEARING

A Public Bond Hearing for the intent to issue Funding Bonds for the purpose of paying claims against the District was held at 5:15 p.m. in NS121/122 of NSEC. There were no comments from the public, and the hearing adjourned at 5:21 p.m.

CONVENING OF THE MEETING

Call to Order

The regular meeting was called to order at 5:30 p.m. Tuesday, August 15, 2017, in NS121/122 of NSEC by Chairman Ritter. Chairman Ritter also recited the College Vision, Mission, and Core Values.

Roll Call

Trustees Present: Bruce Campbell, Tom Ritter, Dr. David Cooprider, Jim Underwood, Randy Prince, Bishop Wayne Dunning, and Dale Colee

Trustees Absent: Lee Trimble

Also present: Dr. Cris Valdez and other staff members

MINUTES OF PREVIOUS MEETING

The minutes of the regular meeting of July 18, 2017 and minutes of the Emergency Board meeting on August 7, 2017 had been distributed to the Board prior to this meeting.

Prince moved to approve the minutes of the regular meeting of July 18, 2017 and the minutes of the Emergency meeting on August 7, 2017. Dr. Cooprider seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

Dr. Valdez and the Board of Trustees welcomed Ryan Voyles from the Herald and Review, as well as new employees, Robert Brice and Tad Williams
WRITTEN COMMUNICATIONS

College Activities Report

- Saturday Produce Market – August 19, 26, September 2, 9, 16, 26 – 8:00 a.m. - noon – NSEC Parking lot
- Fall Classes Begin – August 21
- Welcome Week – August 21-24 – Main Entrance
- Part-time Job Fair – August 23 – 11:00 a.m. – 2:00 p.m. – The Café
- Engagement Fair – August 24 – 11:00 a.m. – 1:00 p.m. – The Cafe
- Black light Paint Party – August 26 – 8:00 p.m. – 10:00 p.m. – Parking Lot A
- Farm Progress Show – August 29 – 31 – Progress City USA
- Board of Trustees Meeting – located in NS 121 at 5:30 p.m. – September 19
- Other activities listed in the Board Book

Marketing Report

Mallory Christenson shared her spotlight on “Why I Choose Richland”

Personnel Update

Retirements, Resignations, and Terminations

- Debra Hays, Secretary, TRIO, effective July 31, 2017
- Kim Parkinson, Career and Transfer Center Specialist, TRIO, effective July 31, 2017
- Rob Kerr, Dean, Enrollment Services, effective August 11, 2017

New Employees

- Samuel Morrow, Carpenter, Maintenance II, effective July 10, 2017
- Justin Mills, HVAC, Maintenance II, effective July 10, 2017
- Brenda Sebens, Accounting Tech/Cashier Part-time, Business Services, effective July 10, 2017
- Robert Fleck, Electrician, Maintenance II, effective July 17, 2017
- Robert Brice, Director, Skilled Trades, effective July 19, 2017

SPECIAL REPORTS

1. Matt Moore presented the College Spotlight – Expanding the Classroom via MyMathLab

2. Tracy Withrow presented the Monitoring Report – Marketing Governmental & Community Affairs
3. Greg Florian, Vice President of Finance and Administration, presented the Construction Report

REPORT OF ICCTA

None

REPORT OF STUDENT TRUSTEE

Student Trustee Lee Trimble was not present. Her report is listed in the Board Book.

AGREEMENTS/CONTRACTS AUTHORIZED BY THE PRESIDENT FOR THE MONTH OF JULY

7/17/2017 Dr. Valdez signed an Intergovernmental Agreement between Richland Community College and Illinois Department of Transportation for the Highway Construction Careers Training Program

07/11/2017 Dr. Valdez signed the Adult Education and Literacy Grant Agreement between the State of Illinois, Illinois Community College Board and Richland Community College

08/08/2017 Dr. Valdez signed the Intergovernmental Agreement between the Illinois Law Enforcement Training and Standards Board and Richland Community College for the operation of a basic law enforcement academy.

FOUNDATION REPORT

Julie Melton presented the Foundation Report. The Annual Meeting of the Foundation Board of Directors was held on August 25, 2017.

The Board of Directors were presented fourth-quarter financial information showing the Foundation’s assets on June 30, 2017. Total net assets were $19,737,787.41 compared to $18,440,182.35 on the same date of the previous year. Total transfers to the College were $1,533,444.00 including the transfer of $662,226.00 to begin the renovation of the Carroll Center for Innovative Learning and $682,328.00 in scholarships.

The Board of Directors approved Matt Naber for a 3-year term beginning in 2017-2018. He joins Joe Brown, Jim Schroeder, Jason Herman and Nicole Bateman.
Brett Swallow, Larry Foster, Gary Birschbach, Matt Bennett and Rick Moore retired from the Foundation Board.

The Board approved the Foundation’s new fiscal year operating budget totaling $1,576,307.00.

Fifty-one students have received Trustee Scholarships. The Foundation has receive over 600 scholarship application for the Fall 2017 and has awarded over 450 students.

Upcoming dates to remember: Farm Progress Preview Party – August 28 6:00 p.m. – 8:00 p.m. – Bistro Five Thirty Seven; Foundation Golf Outing – September 15 11:00 a.m. shotgun start – Hickory Point Golf Course; Scholarship Program and Reception – September 28 6:00 p.m. Shilling Auditorium; Joint Boards Holiday Dinner – December 12 5:30 p.m. – South Side Country Club

CONSENT AGENDA

It was recommended that the Board of Trustees authorize the destruction of the verbatim records of the January 26, 2016, closed session audio tape.

Dr. Cooprider moved to approve the consent agenda item, as presented. Campbell seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

NEW BUSINESS

RESOLUTION DECLARING THE INTENTION TO ISSUE FUNDING BONDS FOR THE PURPOSE OF PAYING CLAIMS AGAINST THE DISTRICT

A resolution was presented to the Board of Trustees for adoption declaring the intention to issue Funding Bonds for the purpose of paying claims against the District.

Prince moved to adopt the Resolution Declaring the Intention to issue Funding Bonds for the purpose of paying claims against the District. Campbell seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

ADOPTION OF RESOLUTION NO. 18-1, PROTECTION, HEALTH, AND SAFETY PROJECT TO REPLACE THE HVAC UNITS IN THE SERVER TOOM – MAIN CAMPUS BUILDING AND TAX LEVY

Resolution No. 18-1, Protection, Health, and Safety Project to replace the HVAC units in the Server Room – Main Campus Building and Tax Levy was presented to the Board of Trustees for adoption.

Prince moved to adopt Resolution No. 18-1 Protection, Health, and Safety Project to replace the HVAC units in the Server Room – Main Campus Building and Tax Levy, as
presented. Dr. Cooprider seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

APPROVAL OF STUDENT SUCCESS CENTER COMPUTER & AUDIOVISUAL EQUIPMENT

A recommendation was made to the Board of Trustees to purchase the computer and audiovisual equipment from CDW-G of Vernon Hills, IL for the Student Success Center in the amount of $38,225.38, as presented.

Campbell moved to approve the purchase of the computer and audiovisual equipment from CDW-G of Vernon Hills, IL for the Student Success Center in the amount of $38,225.38, as presented. Prince seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

APPROVAL OF STUDENT SUCCESS CENTER DATA NETWORK EQUIPMENT

A recommendation was made to the Board of Trustees to purchase the Data Network equipment from Presidio Corp. of Peoria, IL for the Student Success Center in the amount of $12,850.70, as presented.

Prince moved to approve the purchase of the data network equipment from Presidio Corp. of Peoria, IL in the amount of $12,850.70, for the Student Success Center as presented. Underwood seconded. Roll call being all ayes, Chairman Ritter declared the motion carried.

APPROVAL OF PLC SYSTEMS PURCHASE

A recommendation was made to the Board of Trustees to approve the purchase of the portable PLC Learning System from Moss Educational & Industrial Training Solutions at a price of $33,150.00, as presented.

Dr. Cooprider moved to approve the purchase of the PLC Learning System from Moss Educational & Industrial Training Solutions at a price of $33,150.00, as presented. Prince seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

APPROVAL OF MACON COUNTY LAW ENFORCEMENT TRAINING CENTER

A recommendation was made to the Board of Trustees to approve the Intergovernmental Agreement between the Illinois Law Enforcement Training and Standards Board and Richland Community College for the Operation of a Basic Law Enforcement Academy at the Decatur Training Faculty, as presented.

Prince moved to approve the Intergovernmental Agreement between the Illinois Law Enforcement Training and Standards Board and Richland Community College for the
Operation of a Basic Law Enforcement Academy at the Decatur Training Facility, as presented. Underwood seconded. Roll call vote being all ayes, Chairman Ritter declared the motions carried.

BOARD POLICIES, PROPOSALS, AND CHANGES

Board Policy Section 2 – Business Services was presented to the Board of Trustees for second reading. No action is necessary at this time.

Changes to Section 2 include:

Section 2.1.5 Annual Audit – Adds reference to Public Community College Act, States that the financial statements must be in accordance with Generally Accepted Accounting Principles (GAAP),

Section 2.1.8 Payment of Bills - Adds reference to Public Community College Act,

Section 2.1.10 Proper Execution of Transactions and Events – Deletes two prohibitions that are covered in other sections,

Section 2.2.4 Bond and Interest Fund – Formatting change,

Section 2.2.7 Working Cash Fund - Adds reference to Public Community College Act,

Section 2.3.3 Investment Instruments – Changes reference to bond rating services, deletes reference to savings bank and saving and loan associations,

Section 2.3.4 Diversification – Deletes reference to Savings & Loan, formatting correction, Section 2.3.8 Management of Program – Adds clarifies Wire Transfer “agreements”,

Section 2.3.12 Reporting – Modifies reports for investments to a minimum of quarterly and the amount of data reported,

Section 2.4 Travel and Associated Expenses – Removes previous subsections and replace with new sections to meet new statutory requirements. This includes limits on travel expenditures, items that can be reimbursed, approval of travel expenditures,

Section 2.4.2 Safety and Security – Corrects reference to Public Community College Act, adds reference t Clary Act and Violence Against Women Act,

Section 2.5.6 Moving Expenses – Changes section numbering, adds general titles and removes specific position titles,

2.5.7 Meetings and Official Functions – Changes Section numbering, modifies to align with new travel policy by eliminating references to conferences and workshops, entertainment, and lodging and transportation,
2.5.G.2 Official Functions – clarifies that dues to associations for individual employees are not allowed unless it provides a benefit to the College,

2.5.3 Student Assumption of Risks during College Travel – Clarifies the type of trips and activities covered under this section to match recent trips,

Section 2.6.1 Purchase of Supplies, Materials, and Equipment – Restricts contracts to be signed only by the President or appropriate Vice President,

Section 2.6.2 Use of College Credit Cards – Corrects cite from Public Community College Act

Board Policy Section 5 – General Policies is adding 5.18 Liquor Control - Delivery of Alcoholic Beverages is an entirely new section. Recent legislation requires colleges and universities serving and selling alcoholic beverages to establish policy and procedures to assure compliance. This new section meets the requirements of the act.

FINANCIAL REPORT

BILLS AND TRAVEL EXPENDITURES PAYABLE

The July 2017 Treasurer’s Report and Financial Statement were presented to and discussed with the Board.

A list of bills paid in the amount of $655,514.04 for July 2017 was distributed to the Board prior to the meeting.

**Prince moved to ratify the July bills and expenditures paid and approve the Financial Statement subject to audit. Campbell seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.**

The Board of Trustees was asked to ratify the payment of college expenses including travel reimbursement as presented.” In accordance with Public Law 99-0604, known as the “Local Government Travel Expense Control Act,” A total of $666.45 was expended for Trustees Dunning and Underwood to attend the ICCTA Annual Convention in Normal, Illinois on June 2-3, 2017.

**Prince moved to ratify the travel expenditures of Trustee Dunning and Trustee Underwood to attend the ICCTA Annual Convention in Normal, IL on June 2-3, 2017. Campbell seconded. Chairman Ritter declared the motion carried.**
REPORT OF THE PRESIDENT

- Cris recognized a certificate of appreciation from the American Legion that was presented to Kent Mears regarding the car show that was hosted at Richland Community College.
- It is nice to have faculty back on campus as they are preparing for classes to start Monday August 21.
- Cris interviewed with the Herald and Review regarding his profile and the College and it should be published soon.
- Greg gave an update on Farm Progress, which is scheduled for August 29, 30, and 31. Trustee’s received their parking passes and pins that will gain them access to the show.
- Clay answered questions regarding the Macon County Beltway and how it will affect the College.

ITEMS FROM THE BOARD

- Randy Prince congratulated the staff on the hard work that was put into the budget process.
- Randy Prince addressed the staff to let them know that it was not the wishes of the Board of Trustees to take away health insurance benefits and asked that any rumors be stopped.
- Randy Prince expressed his excitement about the MCLETC and collaboration with Richland Community College. This great opportunity will allow Richland to be a leader in the region.
- Randy Prince encouraged everyone to attend the Farm Progress show. There will be many great things happening out there!

EXECUTIVE SESSION

Bishop Dunning moved to enter into closed session for the purpose of discussing individual employments, as specified in Section 2 (c) (1); for the purpose of discussing collective negotiation matters, as specified in Section 2 (c) (2); for discussion of purchase or lease of real property, as specified in Section 2(c) (5); for discussion of pending or probable litigation, as specified in Section 2 (c) (11); and for self-evaluation, as specified in Section 2 (c) (16) of the Open Meetings Act. Colee seconded. Voice vote being all ayes, Chairman Ritter declared the motion carried.

Meeting convened into closed session at 7:01 p.m.

Meeting convened into open session at 7:53 p.m.
ADJOURNMENT

Prince moved and Colee seconded to adjourn the meeting at 7:55 p.m.

Bishop Wayne Dunning, Secretary