

**MINUTES OF BOARD OF TRUSTEES REGULAR MEETING
DISTRICT NO. 537
RICHLAND COMMUNITY COLLEGE**

December 15, 2020

CONVENING OF THE MEETING

Call to Order

The regular meeting was called to order at 5:30 p.m. Tuesday, December 15, 2020, in the Board Room of Richland Community College by Chairman Coopriders. Chairman Coopriders also recited the College Vision, Mission, and Core Values.

Roll Call

Trustees Present: Tom Ritter, Dr. David Coopriders, Dale Colee, Randy Prince, Bishop Wayne Dunning, Vicki Carr, and Bruce Campbell

Trustees Absent: Virginia Book

Also present: Dr. Cris Valdez and other staff members

MINUTES OF PREVIOUS MEETING

The minutes of the Regular Meeting on November 17, 2020 had been distributed to the Board prior to this meeting.

Prince moved to approve the minutes of the Regular Meeting on November 17, 2020. Bishop Dunning seconded. Voice vote being all ayes, Chairman Coopriders declared the motion carried.

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

Dr. Valdez and the Board of Trustees welcomed Valerie Wells of the Herald and Review and Chad Lucas and Megan Cochran from Sikich.

WRITTEN COMMUNICATIONS

Personnel Update

New Employee

Name	Position	Start Date
Erin Spanberger	COVID-19 Case Coordinator, Temporary	11/23/2020
Bridget Henderson	Accounting Technician, A/P	11/30/2020
Hannah Morrow	MCLETC Housekeeper	11/30/2020

Retirements, Resignations, and Terminations

Name	Position	Last Day
Stacey Mooney	Project Read Plus, Literacy Assistant, PT	10/29/2020

College Activities Report

Spring 2021 Registration Events:

- Wednesday, January 6, 10am-6pm
- Saturday, January 9, 10am-2pm

We have opened up a virtual lobby for students that need to talk to someone in Student Success.

www.richland.edu/lobby

December 2020

- Richland Community College sponsored a tree in the Trees on the Tees – A Festival of Trees with a Twist, hosted by the Decatur Park District.
- Richland YouTube channel is showing the past Nutcracker performances by Richland Dance in lieu of the live performance this year.
- December 18 Recruit Class 20-10 Graduation
Macon County Law Enforcement Training Center
Virtual Event on YouTube and Facebook Live

- December 24-31 Winter Break (College Closed)

January 2021

- January 1 Winter Break (College Closed)
- January 4 Registration Resumes for Spring 2021
- January 14 First Day of Spring 2021 Classes
- January 14 Winter Board Retreat – NSEC – Exhibit Hall
- January 18 Martin Luther King Jr. Day (College Closed)
- Board of Trustees Meeting – Board Room, January 19, 2021
- Other activities listed in the Board Book

SPECIAL REPORTS

REPORT OF ICCTA

None

MONITORING REPORT

Dr. Isaac Zuniga presented Enrollment

AUDIT PRESENTATION

Chad Lucas and Megan Cochran from Sikich presented the Audit Report to the Board of Trustees.

The Audit Committee, Bishop Wayne Dunning and Vicki Carr, did not meet with the Auditors because of the timing of the audit completion.

ICCB will be notified of the Audit findings tomorrow, December 16, 2020.

FACULTY REPORT

None

REPORT OF STUDENT TRUSTEE

None

FOUNDATION REPORT

Julie Melton reported on top accomplishment, projects in progress and new opportunities on the horizon.

OLD BUSINESS

ADOPTION OF BOARD POLICY SECTION 5 – SOCIAL MEDIA

A recommendation was made to the Board of Trustees to adopt updates to Section 5 – Social Media, as presented.

Campbell moved to adopt Board Policy Section 5 – Social Media, as presented. Bishop Dunning second. Roll call vote being all ayes, Chairman Coopridier declared the motion carried.

NEW BUSINESS

ADULT EDUCATION/WORKFORCE TECHNOLOGY GRANT PURCHASE

A recommendation was made to the Board of Trustees for the purchase of computer equipment from CDW-G of Vernon Hills, IL, in the amount of \$22,631.72, as presented.

Prince moved to approve the purchase of computer equipment from CDW-G of Vernon Hills, IL, in the amount of \$22,631.72, as presented. Carr seconded. Roll call vote being all ayes, Chairman Coopridier declared the motion carried.

REQUEST FOR AUTHORIZATION TO CONTRACT WITH BLDD TO FOR PH&S PROJECT

A recommendation was made to the Board of Trustees that would authorize the Administration to contract with Architectural Expression of Forsyth, IL for engineering services for the WDI cooling tower at a cost of \$14,500, as presented.

Carr moved to authorize the Administration to contract with Architectural Expression of Forsyth, IL for engineering services for the WDI cooling tower at a cost of \$14,500, as presented. Prince second. Roll call vote being all ayes, Chairman Coopridier declared the motion carried.

APPROVAL OF ADMINISTRATIVE OFFICE TECHNOLOGY UPGRADES

A recommendation was made to the Board of Trustees to purchase computer equipment for upgrades to administrative offices be made from CDW-G of Vernon Hills, IL, in the amount of \$15,783.60, as presented.

Prince moved to approve the purchase of computer equipment from CDW-G of Vernon Hills, IL, in the amount of \$15,783.60, as presented. Campbell seconded. Roll call vote being all ayes, Chairman Coopridier declared the motion carried.

FY 2021 Tax Levy – Resolution No.21-6

A recommendation was made to the Board of Trustees to adopt Resolution 21-6 Fiscal Year Tax Levy, as presented.

Campbell moved to adopt Resolution No. 21-6 Fiscal year Tax Levy, as presented. Bishop Dunning seconded. Roll call vote being all ayes, Chairman Cooprider declared the motion carried.

APPROVAL OF WEI GRANT/CURES TECHNOLOGY PURCHASE

A recommendation was made to the Board of Trustees for the purchase of laptop & tablet computer equipment be made from CDW-G of Vernon Hills, IL, in an amount not to exceed \$ 32,500; and the purchase of cellular Wi-Fi equipment & service be made from Straight Talk Wireless of Miami, FL, in an amount not to exceed \$20,800, as presented.

Prince moved to approve the purchase of laptop & tablet computer equipment from CDW-G of Vernon Hills, IL, in an amount not to exceed \$ 32,500; and the purchase of cellular Wi-Fi equipment & service be made from Straight Talk Wireless of Miami, FL, in an amount not to exceed \$20,800, as presented. Ritter seconded. Roll call being all ayes, Chairman Cooprider declared the motion carried.

APPROVAL TO PURCHASE LEAF VACCUUM

A recommendation was made to the Board of Trustees that would authorized College Administration to purchase a Xtreme Vac DCL8027 municipal leaf vacuum from M-Tech Company for \$30,811.31 as presented.

Prince moved to allow College Administration to purchase a Xtreme Vac DCL8027 municipal leaf vacuum from M-Tech Company for \$30,811.31 as presented. Bishop Dunning seconded. Roll call vote being all ayes. Chairman Cooprider declared the motion carried.

ADOPTION OF RESOLUTION 21-3 AND 21-4

A recommendation was made to the Board of Trustees to adopt Resolution 21-3 and 21-4 authorizing the refinancing of the 2012 General Obligation Bonds.

Prince moved to adopt Resolution 21-3. Bishop Dunning seconded. Roll call vote being all ayes. Chairman Cooprider declared the motion carried.

Ritter moved to adopt Resolution 21-4. Campbell seconded. Roll call vote being all ayes. Chairman Cooprider declared the motion carried.

APPROVAL TO CONTRACT FOR HOOD CONTROL SYSTEM IN CAFÉ

A recommendation was made to the Board of Trustees that would authorize the Administration to contract with Anderson Electric of Springfield, Illinois to install

three motors and a hood control panel in the Café Kitchen at a cost of \$47,695, as presented.

Carr moved to authorize the Administration to contract with Anderson Electric of Springfield, Illinois to install three motors, and a hood control panel in the Café Kitchen at a cost of \$47,695, as presented. Campbell seconded. Roll call vote being all ayes. Chairman Coopridier declared the motion carried.

FINANCIAL REPORT

BILLS AND TRAVEL EXPENDITURES PAYABLE

The November 2020 Treasurer's Report and Financial Statement were presented to and discussed with the Board.

A list of bills paid in the amount of \$2,052,271.82 for November 2020 was distributed to the Board prior to the meeting.

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

REPORT OF THE PRESIDENT

- President Valdez reported to the Board of Trustees that last enrollment report, as of yesterday showed us being down 14%. This is encouraging news and allows us to still reach our goal.
- As a Community Partner with NowDecatur, Richland is featured on the NowDecatur.com website. The link takes you directly to the Richland website where there are a number of featured stories.
- Richland Community College is participating in Trees on Tees with the Decatur Park District at Hickory Point Golf Course.
- Chef Tucker is cooking 100 dozen cookies for the holidays.
- The first budget meeting for FY22 was held today. That budget will be contingent on enrollment.
- The Manufacturing Grant is coming along well. The questionnaire will go out this week so that the submission can be sent soon.

ITEMS FROM THE BOARD

- Tom Ritter asked about Farm Progress 2021. Greg indicated that they are planning to have the show.
- Bruce Campbell complimented the publicity on the Enrich Grant.

- Tom Ritter asked if there was anything Richland could do to help DPS with the Special Education issues that have been talked about. At this point, it is being worked internally with DPS.
- The Winter Board Retreat will be held on January 14, 2021 in NSEC/Exhibit Hall.
- Dr. Coopriider wished everyone a Merry Christmas!

EXECUTIVE SESSION

None

ADJOURNMENT

Prince moved and Bishop Dunning seconded to adjourn the meeting at 6:56 p.m.

Randy Prince, Secretary