

MINUTES  
COMMITTEE OF THE WHOLE  
McHENRY COUNTY COLLEGE

A meeting of the Committee of the Whole of the Board of Trustees of McHenry County College was held on Monday, September 17, 2007, in the Board Room in Building A on the Campus. Dr. Glosson, Chair of the Committee of the Whole, called the meeting to order at 6 p.m.

The roll was called and the following were present: Dr. Glosson, Mrs. Larson, Mr. Lowe, Mr. Summers, Ms. Miller, and Student Trustee Claypool. Ms. Kurtz and Ms. Walters were not present for roll call. Ms. Kurtz arrived at 6:10 p.m.

Attorney Kerrick was in attendance.

Chair Glosson announced that Student Trustee Claypool will be leaving the meeting at 7 p.m. in order to go to class.

APPROVAL OF AGENDA

Chair Glosson stated that hearing no objections, the agenda stands approved as presented.

APPROVAL OF MINUTES: Committee of the Whole Meeting August 20, 2007

Chair Glosson stated that the minutes stand approved as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

There were no visitors or presentations.

REVISED HWAC COST

Trustee Larson and Dr. Packard gave information on the reanalysis of the cost and the extra expense of LEEDS changes for the HWAC. Mr. Summers explained that LEEDS stands for Leadership in Energy and Efficient Design. Mr. Houser handed out information and spoke about MCC initiated changes, LEEDS changes, miscellaneous changes, and alternates. Ms. Kurtz arrived at 6:10 p.m.

The following were requested by the Board:

- Ms. Miller asked for an hourly rate for certification & documentation by Cornerstone Architects.

- Ms. Kurtz clarified that all the numbers are additions to the existing budget, and that with the changes we are now at \$29 million. She noted the ROI changes, and also the risk level to the community. She asked for a breakdown of the contingency as it relates to the overall project.
- Mr. Summers joined in the request for hourly rates. He asked to see what additional revenue will be generated, and the numbers for the payback period. Mr. Summers spoke about transportation and \$2 million for intersection improvements. He stated that benefits will affect other property owners, and that adjoining property owners should pay part of the cost. When Mr. Summers asked for information in advance of a meeting, Dr. Packard explained that this item is not here for the Board to make a decision on it. Mr. Summers champions and applauds the LEEDS changes. He asked how we will manage costs on this project.
- Dr. Glosson is very enthusiastic about LEEDS changes. She asked if there is an annual fee for certification and documentation. She stated that she was glad to see classrooms, which brings us back to the students.
- Mrs. Larson spoke about the modifications to the elevations.

#### BRIDGER REPORT

Dr Packard pointed out that we are continuing to provide the Board with updates on Bridger reports.

#### Section 4 – Labor Productivity and Planning

Dr. Ally turned to Mr. Selcke who gave information on Section 4 – Labor Productivity and Planning. In the questions posed by the Board, it was brought up that Bridger is no longer in business. Mr. Summers talked about there being one person in charge of the staff. He stated that he would like to see us look at outsourcing custodial, and spoke about an RFP for this. We would want to have employees involved in the analysis of this. Mr. Lowe pointed out that our staff does an outstanding job with the College. Ms. Miller asked about enforcement of the smoking law. Dr. Glosson asked about how we test our emergency response system. She asked for an update of the training of night people as far as security. Mr. Summers asked us to look into having a Crystal Lake officer on campus.

Ms. Miller requested an update on badges or swiping for getting in and out of buildings.

Ms. Kurtz talked about training and coordination of custodial staff. Staff will follow up when security comes before the board in December.

## B. Section 15 – Work Order Priorities/Dispatching

Mr. Selcke gave the report on this item.

Ms. Kurtz spoke about her experience with automated systems and the value in them, with work order systems. She noted that they were good for trending and numbers. Mr. Selcke said that we do have a program for tracking the College's vehicles. She asked staff to work on this and come back in March, and suggested the possibility of using an excel spreadsheet.

## C. Section 15 – Organization Policies and Procedures

Dr. Packard spoke about the Bridger recommendations and the College responses.

### New Board Policy

#### 2.4.6 Best Management Practices-Groundwater Resources Management

Mrs. Larson explained the new Board policy that will be presented at Thursday's Regular Board Meeting.

She stated that we have always been doing this, but now we will have a specific policy, and this puts a formal face on it. Mr. Lowe suggested that this be included in the policy right away on Thursday.

Following discussion, other trustees recommended doing this in the regular way and hold it for 30 days.

With regard to this policy Mr. Selcke said that three groundskeepers are licensed to do what they do, and will not use more fertilizers than necessary. Procedures still need to be worked on and Mr. Selcke will take care of this.

### OPEN FOR BOARD MEMBERS

Mr. Summers commented favorably on the Shah Catalyst and its offerings. He asked for a presentation from Catherine Jones on how well the Shah Center is working. Dr. Glosson thanked all who were in Springfield with regard to our nursing degree.

### CLOSED SESSION

There was no Closed Session.

### ADJOURNMENT

At 8:35 p.m., with no further business, the meeting adjourned.