

MINUTES
COMMITTEE OF THE WHOLE
OF McHENRY COUNTY COLLEGE

A meeting of the Committee of the Whole of the Board of Trustees of McHenry County College was held on Thursday, May 27, 2010, in the Board Room, Room A217, of Building A on the campus. Vice Chair Miller called the meeting to order at 5:36 p.m. When Ms. Larson called the roll, the following were present:

Mr. Sheriff
Ms. Miller
Mr. Parrish
Ms. Walters
Ms. Larson
Dr. DeWitt
Mr. Lowe
Ms. Kurtz

Ms. Kurtz participated by telephone. Attorney Joseph Perkoski was present as legal counsel, arriving at 6:00 p.m.

ACCEPTANCE OF AGENDA

The Strategic Planning presentation was postponed until the June Committee of the Whole meeting. The agenda was accepted as amended.

ACCEPTANCE OF MINUTES

The minutes of the Committee of the Whole meeting, April 22, 2010 were accepted as presented. The March 29, 2010 and April 22, 2010 Closed Session minutes will be reviewed during Closed Session.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one signed in to address the Board.

REVIEW OF REVISED AGENDA AND BOARD PACKET FOR THE MAY 27, 2010 REGULAR BOARD MEETING

During the review of the May 27, 2010 Revised Agenda and Board Packet, Ms. Larson inquired about a faculty payment listed twice. Dr. Miksa responded that payments were made for both fall and spring semesters. Ms. Larson inquired whether grant funds covered the cost of Emergency Medical Technician

(EMT) Training for FY 2011, Board Report #10-86. Dr. Miksa responded that fees and tuition cover the cost of using the hospital as a certified provider. Ms. Larson then inquired about Contract with Family Service and Community Mental Health Center for McHenry County, Board Report #10-90. Dr. Plinske clarified that Board Report #10-91 is for employment with the workforce network and that Board Report #10-90 covers the Employee Assistance Program through Family Service. She explained that the Employee Assistance Program covers assistance to employees in handling personal problems. Ms. Miller thanked Mr. Manke and Mr. Wilske for providing the quarterly accrued financial statements, and inquired about the accrued payroll. Mr. Wilske will follow up on the question.

STRATEGIC PLANNING UPDATE

This item was postponed until the June Committee of the Whole meeting.

IT INFRASTRUCTURE UPGRADE

Dr. Plinske introduced Mr. Jack Overcash, Interim CIO from Strata Information Group. Mr. Overcash thanked the Board for selecting Strata Information Group to manage the IT organization and help with issues. He complimented IT staff members Ms. Marilyn Schick, Mr. Geary Smith, Mr. Rob Rasmussen and Mr. Dale Naleway for being extremely cooperative and helpful during his first four weeks. Mr. Overcash spoke about four items to be voted on at tonight's meeting, and one informational item, providing an overview and rationale for each of the following: 1) Equipment and Services to Improve Cellular Communications, Board Report #10-87; 2) Request to Purchase Equipment and Services for Wireless Access, Board Report #10-104; 3) Request to Purchase Equipment and Services to Expand ISP Bandwidth, Board Report #10-105; 4) Request to Purchase Consulting Services and Software for Network Security, Board Report #10-106; and 5) Information Report, Consulting Services for VPN Access. He then received comments and questions from the Trustees. At the conclusion of his presentation, Mr. Overcash stated he will provide a status update on these issues at the June Board of Trustees meeting.

FY 2011 BUDGET

Mr. Wilske provided an update on the FY 2011 budget development process. The revenue side of the budget remains at the same levels discussed in March in the Three-Year Financial Plan. Mr. Wilske stated that he has received the most recent equalized assessment and has integrated that with budget development. Non-credit revenue was thoroughly reviewed; given the current economy, many companies have cut back on training.

Mr. Wilske reported that on the expense side of the budget, staffing has been reviewed, and four full-time administrative and professional positions were eliminated. One approved new full-time faculty position for the Occupational Training Assistant program has proved difficult to fill; a new position for a full-time biology instructor is recommended, as there has been difficulty in finding qualified adjunct instructors for biology with an increased need due to high enrollment.

Mr. Wilske then stated that a list has been identified with deferred maintenance items. He is working with Mr. Manke and his staff to develop a budget. A preliminary draft of the budget will be presented to the Board at the June, 2010 meeting for review, and then brought back to the July, 2010 meeting for public display and adoption in August. Mr. Wilske then received questions and comments from the Trustees.

BOARD COMMITTEES

Ms. Miller spoke about the Audit Committee and SAS 99 interviews that would be conducted after the June Committee of the Whole meeting. Discussion ensued and committees will be composed as follows:

<u>Finance and Audit Committee</u>	<u>Policy Committee</u>	<u>Planning Committee</u>
Ms. Miller, Chair	Ms. Kurtz, Chair	Ms. Larson, Chair
Ms. Walters	Ms. Walters	Dr. DeWitt
Ms. Kurtz	Ms. Miller	Mr. Parrish
Dr. DeWitt	Ms. Larson	

Chair Lowe will serve as an ex-officio member of each committee.

Ms. Walters suggested holding Committee of the Whole meetings immediately before the Regular Board Meetings.

PRESIDENTIAL SEARCH

Dr. DeWitt provided an update on the search process. Trustees will soon receive a full packet of information which will include feedback from the May 18, 19 and 20, 2010 candidate sessions. Dr. DeWitt announced that over 250 people participated in these daily sessions. Dr. DeWitt announced that Board interviews with the candidates will be scheduled during the week of June 7. Dr. DeWitt thanked the Search Committee on behalf of the Board for their commitment and the many hours of work they have done on the search.

CLOSED SESSION

At 6:46 p.m., Chair Lowe asked for a motion to go into Closed Session. Ms. Walters moved to go into Closed Session to discuss matters covered under the Illinois Open Meetings Act, 120/2 (c) 1, *The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee to determine its validity*, 120/2 (c) 8, *Security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger*, and 120/2(c) 21, *Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06*, and Ms. Larson seconded the motion. There was no discussion; the roll was called and all present were in agreement. The motion carried. Closed Session began at 6:47 p.m.

At 7:33 p.m., Ms. Walters moved to come out of Closed Session; Ms. Larson seconded the motion. There was no discussion; a voice vote was taken and all were in favor. The motion carried. Closed Session ended at 7:34 p.m.

ACCEPTANCE OF MINUTES

The minutes of the March 29, 2010 Closed Session, the April 22, 2010 Committee of the Whole meeting and the April 22, 2010 Closed Session were accepted as presented.

SUMMARY COMMENTS BY BOARD MEMBERS

There was no discussion.

FUTURE AGENDA ITEMS

There was no discussion.

ADJOURNMENT

Hearing no further business, the meeting was adjourned at 7:34 p.m.

participated by telephone

Patricia Kriegermeier, Recording Secretary

Donna Kurtz, Board Secretary