

MINUTES
COMBINED MEETING OF THE FACILITIES AND PLANNING COMMITTEE
AND THE FINANCE AND NEGOTIATIONS COMMITTEE
OF McHENRY COUNTY COLLEGE

A combined meeting of the Facilities and Planning Committee and the Finance and Negotiations Committee of the Board of Trustees of McHenry County College was held on Thursday, January 19, 2012, in the Board Room, Room A217, of Building A on the Campus. Chair Adams called the meeting to order at 8:05 a.m.

When Ms. Liddell called the roll, the following were present:

Ms. Liddell
Mr. Adams

Ms. Miller was present; she left the meeting at 10:05 a.m. Ms. Larson was absent. Mr. Parrish was absent at roll call and arrived at 8:11 a.m.

ACCEPTANCE OF AGENDA

The agenda was accepted as presented.

ACCEPTANCE OF MINUTES

The minutes of the Facilities and Planning Committee meeting, December 6, 2011 and the Finance and Negotiations Committee meeting, November 10, 2011 were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one signed in to address the combined Committees.

PRESIDENT'S REPORT

Dr. Smith met with Wight & Company to review Phase 2 of the Facility Master Plan. She and Mr. Manke suggested extending the deadline until April. She stated that she has been very impressed with the thoroughness shown by Wight; she felt that by extending the deadline another month, the College should receive a better document.

Dr. Smith also met with representatives from Stamats to discuss primary colors for the rebranding project. The colors will be shared with RuckPate Architecture to help in designing Building B renovations.

UPDATE FROM RUCKPATE ARCHITECTURE, BUILDING B RENOVATIONS

Mr. Steve Pate from RuckPate Architecture and Mr. Bill Bennett and Mr. J. D. Barnes from Pepper Construction spoke about the Building B project. Mr. Pate's goal is to have the Facilities and Planning Committee and the Finance and Negotiations Committee recommend to the Board of Trustees that the College go out for bid for the remaining parts of the project. Mr. Pate noted that furniture samples were inspected and stated that the furniture would be purchased through a State cooperative program.

Mr. Pate gave a computerized presentation showing what Building B would look like after renovation. During the presentation he received comments and questions from the Trustees.

Mr. Bennett stated that Mr. Barnes has worked to ensure the best use of the College's budget, and noted that his work will ensure the project will come in just under the budgeted figure. Chair Miller questioned the amount of contingency budget; Mr. Bennett stated that he recommends that amount with confidence, adding that he has not stopped looking for solutions that might save money. Mr. Bennett then explained the project's components. He stated that Pepper Construction diverts from landfills an average of 88% of construction waste.

After the presentation, Mr. Parrish moved to entertain a motion recommending that a request to bid be taken to the full Board and Ms. Liddell seconded the motion. Mr. Adams asked for a show of hands; the motion carried.

DISCUSSION OF BUILDING AUTOMATION SYSTEM (BAS)

Mr. Manke shared information about the four different building automation systems at the College. He stated that this is a good time to replace the multiple systems, combining work with the Building B renovation. He noted that funds for the building automation system have been budgeted as part of the ISES report implementation. Mr. Manke stated that four companies were interviewed and two finalists were chosen. Site visits were made to inspect the two systems, and Trane was chosen unanimously. It was agreed to take the item to the full Board, specifying in the Board Report a "not to exceed" cost figure.

DISCUSSION OF ROUTE 14 WIDENING

Dr. Smith stated that College administrators and County officials recently met with District One of the Illinois Department of Transportation to discuss the widening of Route 14. The College would like to eliminate Entrance 2, add a right turn lane into Entrance 3, and have two lanes in and three lanes out at the Ring Road. The College must pay \$300,000.00 to relocate the traffic signal, which will be payable over three years' time. Funds will be budgeted to cover the cost over the next three fiscal years.

FY 2013 BUDGET BUILDING PROCESS

Chair Miller informed the Board about GASB 54, which helps community public institutions explain what is specifically committed in fund balances and helps clarify where monies will be spent in the future. Funds can be assigned to the following categories: non-spendable, restricted, committed, and unassigned. Mr. West shared assumptions about revenues for FY 2013. He was fairly confident that State funding would be flat, noting that less than 5% of the College's budget comes from the State. A 5% decline in enrollment is anticipated. A conservative estimate of local taxes, 1.5%, is estimated. The grants director position will be filled, and it is anticipated that grants received will increase. Fundraising goals under Ms. Brown's leadership are increasing by 35% and the Foundation will pay the salary for one position. Because of SURS changes, there may be some retirements that could result in salary savings. It was noted that all budget items must be tied back into the College plans that are in place.

Dr. Smith is meeting with legislators regarding the statutory ruling that tuition must be one-third of the unit cost.

Priorities on the expenditures list will be discussed with Finance and Negotiations Committee in February. End users will be inputting budgets in March, with a preliminary budget ready by April 15.

It was agreed that a Special Meeting of the Finance and Negotiations Committee will be held on Tuesday, February 28, 2012 at 8:00 a.m. for the purpose of discussing the FY 2013 budget.

SUMMARY COMMENTS BY BOARD MEMBERS

Mr. Adams spoke about seating in the Black Box Theatre.

FUTURE AGENDA ITEMS

Mr. Adams noted that further budget discussion would be continued at the next Finance and Negotiations Committee meeting. He asked for an update on the College's learning management system.

CLOSED SESSION

At 10:43 a.m., Ms. Liddell moved to go into Closed Session to discuss matters covered under the Illinois Open Meetings Act, 120/2 (c), Exception #2, *Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees*, Exception #5, *The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired*, and Exception #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*. Mr. Parrish seconded the motion. The roll was called and all were in favor. Closed Session began at 10:45 a.m.

At 11:26 a.m., Mr. Parrish moved to come out of Closed Session and Ms. Liddell seconded the motion. A voice vote was taken and all were in favor. The motion carried. Closed Session ended at 11:27 a.m.

ACCEPTANCE OF CLOSED SESSION MINUTES

The minutes of the Closed Sessions of the December 6, 2011 Facilities and Planning Committee meeting and the November 10, 2011 Finance and Negotiations Committee were accepted as presented.

ADJOURNMENT

Hearing no further business, the meeting was adjourned at 11:27 a.m.

Patricia Kriegermeier, Recording Secretary