

MINUTES  
SPECIAL BOARD MEETING  
OF McHENRY COUNTY COLLEGE

A Special Meeting of the Board of Trustees of McHenry County College was held on Friday, October 7, 2011, in the Board Room, Room A217, in Building A on the Campus. Chair Miller called the meeting to order at 7:00 a.m. When Trustee Larson called the roll, the following were present:

Ms. Miller  
Mr. Adams  
Ms. Kisser  
Ms. Larson  
Ms. Liddell  
Mr. Parrish

Ms. Walters was present by phone. Mr. Morrobel was absent. A motion was made to allow Ms. Walters to participate by telephone. The motion was made by Ms. Larson and seconded by Ms. Kisser. A voice vote was taken and all were in favor. The motion carried.

ACCEPTANCE OF AGENDA

Without objection, the agenda was accepted as presented.

PRESIDENT'S REPORT

Dr. Smith asked Attorney Dan Curran to provide the Board with an update of what happened at the bankruptcy court. Mr. Curran stated the College won. There is a delay for the motion to vacate and the court granted it. The court gave two weeks for the draft order to make sure the College is the only one going through with the order. The College must wait for the order to be signed and entered.

APPOINTMENT OF NEW BUILDING MAINTENANCE SPECIALIST, HVAC, Board Report #11-225

Mr. Parrish made the motion to approve Board Report #11-225 and Ms. Kisser seconded it. Ms. Larson asked the start date for the new hire which is October 24. The roll was called and all present were in favor, including Ms. Walters who participated by phone.

ACQUISITION OF DONATED OFFICE FURNITURE, Board Report #11-226

Ms. Larson made the motion to approve Board Report #11-226 and Mr. Adams seconded the motion. Dr. Smith stated that she accompanied Mr. Manke and Mr. Evans to inspect the furniture at the bank on

October 6, 2011 to verify the furniture is in good condition. There are four floors of the bank building and a full basement of furniture. In the cafeteria, there are refrigerators on wheels and rolling food service carts that might be worth taking. The furniture looks as good as the pictures. The \$109,000.00 (for services from Boss Office Product) should more than cover the cost and storage of the furniture at a local warehouse. Mr. Rick Boss will compile an inventory list for the College for the value of the furniture so the bank can claim it on their income taxes. Ms. Kisser asked if the furniture would be insured while in storage. Mr. Manke didn't think so since the College was getting it for free, however, that is the Board's decision. If the majority of the Board thinks the College should, then it can be insured. Dr. Smith is not sure if the College will use all the furniture. There are other non-profit organizations in the county also interested in any furniture the College doesn't use. Those organizations would be responsible for shipping and installation. Dr. Smith stated a design team will come to the College and work with senior administration to design the work areas. They will install what furniture they can and take the surplus to the warehouse. Ms. Larson asked what the timeline is for the moving the furniture out of the bank. Dr. Smith replied a couple of weeks because the building is going to be torn down. The manufactures of the furniture are Steelcase, Hermann Miller and All Steel. The movers will wrap the furniture to prevent scratching. There are also 40 Sloane automatic flush units for toilets. Additional items include: multiple movable file racks on tracks, shelving for safety deposit boxes and the boxes (which could be used in the biology labs or maintenance departments) and maybe get the marble off the walls to use in the stairwells. Ms. Walters asked about the condition of the carpeting and Mr. Manke replied it's in poor shape. The roll was called and all present were in favor of Board Report #11-226 including Ms. Walters who participated by phone.

#### CLOSED SESSION

Ms. Larson made the motion to move 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 employee.* Ms. Kisser seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried. Closed Session began at 7:13 a.m.

At 7:41 a.m., Ms. Larson moved to come out of Closed Session, and Ms. Liddell seconded the motion. There was no discussion. A voice vote was taken and all were in favor; the motion carried. Closed Session ended at 7:41 a.m.

SUMMARY COMMENTS BY BOARD MEMBERS

There were no comments. Dr. Smith thanked the Board for coming to the early morning meeting.

ADJOURNMENT

Hearing no further business, Chair Miller adjourned the meeting at 7:41 a.m.

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Margaret Keehn, Recording Secretary

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Barbara Walters, Board Secretary