

MINUTES  
FACILITIES AND PLANNING COMMITTEE MEETING  
OF McHENRY COUNTY COLLEGE

A meeting of the Facilities and Planning Committee was held on Tuesday, December 6, 2011 in Room B166-67, in Building B on the Campus. Chair Larson called the meeting to order at 8:02 a.m. When Mr. Parrish called the roll, the following were present:

Mr. Adams  
Ms. Larson  
Mr. Parrish  
Ms. Miller

Mr. Morrobel was absent. Ms. Larson asked for a motion to allow Ms. Liddell to participate in the meeting by telephone. Mr. Adams moved to allow Ms. Liddell's participation and Mr. Parrish seconded the motion. Ms. Liddell confirmed that the conversation will be kept confidential. The roll was called again and the following were present:

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

ACCEPTANCE OF AGENDA

The agenda was accepted as presented.

ACCEPTANCE OF MINUTES

The minutes of the October 25, 2011 meeting of the Facilities and Planning Committee were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one signed in to address the Committee.

PRESIDENT'S REPORT

Dr. Smith had no news to report.

PRESENTATION BY RUCKPATE ARCHITECTURE, BUILDING B RENOVATION

Mr. Steve Pate and Mr. John Maurer of RuckPate Architecture gave a presentation on the Building B Renovation. Mr. Maurer began by reviewing the floor plan and showed diagrams of the layout. He reviewed the current and proposed spaces and noted the percentage increase in space. Mr. Maurer presented computerized views of the culinary lab, noting details about each area contained within the lab, and noted that approximately \$150,000.00 of kitchen equipment purchased within the past five years will be reused in this project. Explanation and discussion followed on the following areas: Campus Public Safety office, the College main entrance, and the Commons area. Mr. Pate spoke about the process of going out for bid for kitchen equipment and noted that collaboration with Ms. Laura Brown and the Friends of McHenry County College Foundation was ongoing to obtain the greatest savings. A Board Report will be brought to the December, 2011 Board of Trustees meeting for authorization to solicit bids for equipment.

Mr. Bill Bennett from Pepper Construction reported that the project is on schedule and noted that next steps include working on budget numbers to finalize things as quickly and accurately as possible.

FOUNDATION EFFORTS FOR KITCHEN EQUIPMENT, MS. LAURA BROWN

Ms. Brown stated that there is a very short window to secure equipment; the Foundation is working to secure monetary donations and equipment. With Mr. Falco's help, work is ongoing with Mr. Mike Zema, who designed the culinary program kitchens at Elgin Community College. Mr. Zema is working with manufacturers who may be able to donate items or offer items at reduced prices to supplement items obtained through the bidding process. Approval to go out for bid will be sought at the December Board meeting; purchasing will be approved at a later date.

A decision was made to proceed with item 10, Discussion of Student Affairs Reorganization, after which Wight and Company's presentation will be given.

A short break was called at 8:55 a.m. and the meeting reconvened at 9:00 a.m.

DISCUSSION OF STUDENT AFFAIRS REORGANIZATION

Dr. Miksa distributed handouts and reviewed changes made to the original reorganization plan: 1) additional information about Developmental Education was added and how the Department Chair position will affect Developmental Education; 2) associated costs were outlined, 3) Sage Center Math and Reading Specialist positions will decrease coordinating hours and increase tutoring hours; 4) salaries were revised per implementation of the new Staff Council contract; 5) two faculty retirements created an opportunity for salary savings; 6) Saturday hours were modified in areas that get little usage. Dr. Miksa noted that positions have been modified and that all positions will be going through the Classification and Compensation analysis and added that the reorganization plan will be implemented July 1, 2012.

PRESENTATION BY WIGHT & COMPANY, FACILITY MASTER PLAN

The Committee heard a presentation from Wight & Company on the Facility Master Plan. The presentation included information on enrollment projections, land acquisition, watershed considerations, building and parking footprints, workshops held to gather information, and sustainable practices. Six concepts were presented for consideration. Each concept was explained, after which Trustees asked questions and offered comments. Representatives from Wight & Company will return for a Special Board meeting on December 14, 2011 to present to the full Board.

Ms. Liddell disconnected from the meeting at 10:24 a.m.

CLOSED SESSION

At 10:24 a.m., Mr. Adams moved to go into Closed Session to discuss matters covered under the Illinois Open Meetings Act, 120/2 (c), 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.* Mr. Parrish seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried. Closed Session began at 10:24 a.m.

At 10:36 a.m., Mr. Adams moved to come out of Closed Session and Ms. Miller seconded the motion. A voice vote was taken and all were in favor; the motion carried. Closed Session ended at 10:36 a.m.

SUMMARY COMMENTS BY BOARD MEMBERS

There was no discussion.

FUTURE AGENDA ITEMS

Future agenda items include presentations from RuckPate Architecture and Wight & Company.

ADJOURNMENT

Hearing no further business, Chair Larson adjourned the meeting at 10:37 a.m.

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Patricia Kriegermeier, Recording Secretary