

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 Tuesday, August 14, 2012, in the Board Room, Room A217, of Building A on the Campus. Vice Chair Adams called the meeting to order at 6:02 p.m.

When Secretary Walters called the roll, the following were present:

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

Ms. Rueda was absent at roll call and arrived at 6:06 p.m. Ms. Kissler was absent at roll call and arrived at 6:18 p.m.

ACCEPTANCE OF AGENDA

The agenda was accepted as presented.

ACCEPTANCE OF MINUTES

The minutes of the Committee of the Whole meeting, July 17, 2012, were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one signed in to address the Committee.

PRESIDENT'S REPORT

Dr. Smith reminded all about the August 16 New-Student Convocation, noting that Chair Miller and Vice Chair Adams have volunteered to participate in the dunk tank that day. She noted also that there will be a Special Board Meeting on August 23 at 6:30 p.m. to allow the Trustees to tour the Building B renovation, after which the Regular Board meeting will begin at 7:00 p.m. Dr. Smith then spoke about switching the reporting structure for the Bookstore and Food Service under the Chief Financial Officer/Treasurer.

DISCUSSION OF JULY FINANCIAL REPORTS

Ms. Brown reported that the three financial reports in this month's COTW packet will be received from now on:

1) assets and liabilities, 2) revenue and expenses, and 3) investments. Ms. Brown noted that as of July 1 the College is on the new system. She noted that the Board would receive the audit at the September COTW meeting. Chair Miller reminded all Trustees to respond to an email from Sikich.

UPDATE ON BUILDING B RENOVATION

Mr. Brian Lucas from Pepper Construction reported that the project is still in good shape. The contingency has \$204,000.00 remaining for the project.

Mr. Steve Pate of RuckPate Architecture showed photos of several areas before and after Renovation. Dr. Smith spoke about the UBS system being used for utility pipes and lines, which makes repair far less costly and provides ease for long-term maintenance.

Ms. Liddell spoke about the new Campus Public Safety Office and Ms. Rueda stated that students are very excited about the new space.

BOARD DISCUSSION OF CLASSIFICATION AND COMPENSATION STUDY

Dr. Smith stated that the College's AQIP team suggested that this study be done to ensure internal equity, to allow the College to attract high-quality employees, and retain current employees. She outlined the study's five recommendations and the costs associated with each. Extensive discussion followed; the Committee of the Whole reached consensus to recommend that the Board of Trustees accept recommendations 1 and 2 from the report.

RENAMING AND REALIGNING OF CONTINUING AND PROFESSIONAL EDUCATION TO WORKFORCE AND COMMUNITY DEVELOPMENT

Ms. Kay Moormann, Executive Dean, gave a presentation outlining her recommendations to rename and realign her division. Currently the Division is called Continuing and Professional Education and Ms. Moormann indicated the division provides much broader activities and proposed calling the division Workforce and Community Development. The committee concurred with her recommendation.

FINAL FISCAL YEAR 2013 BUDGET

The Trustees reviewed the final budget provided and changes from the last version to this version were outlined. After the audit, the Board will approve the fund transfers outlined in the Budget. At the suggestion of the President, the Board endorsed budgeting a transfer of \$5,000,000.00 from Fund 01 to Fund 03 to build up Fund 03's reserves to be used to provide the 25% match required by the state if the state constructs a building on the campus as well as to fund the College's share of any potential public/private partnership building. The Committee reached consensus to move the budget forward to the full Board for approval of public display.

DISCUSSION OF ADMINISTRATIVE HEALTH INSURANCE

After extensive discussion, the Committee reached consensus to recommend that administrators continue to pay 25% of the health insurance premium. Last month's Board Report will be amended and brought back for Board approval.

SUMMARY COMMENTS BY BOARD MEMBERS

Ms. Miller spoke about the Children's Health Fair held at MCC, which was well-attended and successful.

FUTURE AGENDA ITEMS

The annual audit is expected at the September Committee of the Whole.

CLOSED SESSION

At 7:41 p.m., Ms. Miller moved to go into closed session to discuss matters covered under Illinois Open Meetings Act 120/2(c) Exception #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 of the public body or against legal counsel for the public body to determine its validity*, and 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*. Ms. Walters seconded the motion. There was no discussion. The roll was called; all were in favor and the motion carried.

A break was taken at 7:42 p.m., after which Closed Session will begin. Closed Session began at 7:50 p.m.

At 8:33 p.m., Ms. Liddell moved to come out of Closed Session and 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 8:33 p.m.

ADJOURNMENT

Hearing no further business, Chair Miller adjourned the meeting at 8:34 p.m.

Patricia Kriegermeier, Recording Secretary

Barbara Walters, Board Secretary