

MINUTES  
COMMITTEE OF THE WHOLE  
OF McHENRY COUNTY COLLEGE

A meeting of the Committee of the Whole was held on Tuesday, October 13, 2015, in the Board Room, Room A217, of Building A on the Campus. Vice Chair Liddell called the meeting to order at 6:31 p.m.

When Mr. Jenner called the roll the following were present:

Mr. Memmen  
Mr. Jenner  
Ms. Kisser  
Mr. Parrish  
Mr. Smith  
Ms. Tirio  
Ms. Walsh  
Ms. Liddell

Dr. Smith was present. Attorney Nanci Rogers was present as legal counsel.

ACCEPTANCE OF AGENDA

The agenda was accepted as presented.

ACCEPTANCE OF MINUTES

The minutes were accepted as revised.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

Mr. Jason Memmen read aloud a letter from student government president Ms. Hanna Passarella, representing her point of view for the absolute need for a form of student space. An excerpt from Ms. Passarella's letter appears below.

"As President of the Student Government, I constantly hear from our members about this topic; it's an endless worry and a struggle to those who need it. Students should be allowed to enjoy their experience here, on campus, within these doors, and show excitement to come to school where they know they will not just obtain the experience of learning in the classroom, but developing real-life skills

(communication, leadership, bravery, devotion, dedication) and gaining life-time friendships, externally.”

#### PRESIDENT’S REPORT

Dr. Smith had no written report, and shared information about today’s Professional Development Day, which featured a keynote speaker, breakout sessions for staff, and staff meetings. A flyer was left at each Trustee’s place publicizing the MCC Job Fair to be held October 30.

#### PRELIMINARY SEPTEMBER FINANCIAL STATEMENTS

Mr. Tenuta reported on preliminary September financial statements, noting there is nothing that requires attention at this time. He noted that the budget is still on track, and added that the state budget impasse represents a \$4.5 million impact to MCC. Mr. Tenuta stated that he is looking into refinancing the College’s debt certificates to save money and will report about this plan at the October Board meeting. It was noted that the College has not paid out MAP grants for fall; other methods such as Pell grants, have been used. Dr. Smith will report to the Board on the state budget impasse at the October Board meeting.

#### REPORT TO THE BOARD OF TRUSTEES ON THE SPACE UTILIZATION STUDY

Mr. Dominick Demonica of DKA Architects noted that Phase 1 of the study identified outcomes from the Paulien report. The Board asked DKA to begin Phase 2, a planning study, to determine efficient ways of dealing with the Phase 1 report. DKA looked at the campus with regard to circulation, image, opportunities to address space, and to reconcile other issues that came out of campus focus groups. At the last meeting, DKA presented four options; the Board chose Options 3 and 4 to explore. In his presentation, Mr. Demonica noted:

- Four different classroom sizes were identified
- Science lab needs were reviewed and options presented for labs and academic support space
- Four simulation labs and faculty offices were outlined to support health sciences
- Existing student space was shown and five options for new space were proposed
- Space for student services was shown as it currently exists and proposed space was shown
- The library had surplus space; new arrangements were reviewed

- Career and Technical Education space was reviewed, the welding lab would be brought to the main campus, two options were presented
- Existing Physical Education, Fitness, and Athletics space was shown; the opportunity to create larger spaces and renovate current space was discussed
- Improvements to the Conference Center and the Bookstore were discussed
- Program reconciliation was shown for classrooms, computer lab, and offices

Costs were provided for each option as well as a proposed project timeline. During extensive discussion, the Board provided comments and asked questions. The presentation can be viewed in its entirety on the Board website at [www.mchenry.edu/board](http://www.mchenry.edu/board).

#### FY 2015 AUDIT PRESENTATION

This presentation began with a report on the Single Audit. Mr. Ray Krouse of Sikich, LLP noted no material weaknesses were found; a clean, unmodified opinion was given on the single audit. The College's plan to address issues has been implemented, and findings have received prompt attention.

The presentation continued with the Audit. Mr. Fred Lantz of Sikich, LLP announced that the College has a clean, or unmodified, audit. Mr. Lantz noted that three or four years ago, there were 68 adjusting journal entries while this year, there was not a single adjusting journal entry. Mr. Lantz added that MCC was the only institution Sikich audited this year with zero adjusting journal entries. He noted that short-term, the College is holding its own. He added that for the long term perspective, if the state shifts pension and retiree health insurance costs, the College's position could change overnight. The College is in defensive mode until the state budget is passed.

#### CRYSTAL LAKE CAMPUS MONUMENT SIGNAGE

Dr. Smith spoke about work done by HR Green for the Shah Center sign, already approved, and Main Campus signage. Dr. Smith explained that estimated costs for the main campus signage came in much higher than anticipated. Designs were revised to bring costs down. Dr. Smith noted that the City of Crystal Lake allows a total sign area of 32 square feet, which would make such a sign difficult to see from Route 14. The College plans to ask the City for a variance on this sign; some Trustees are willing to speak with the City on this matter. The next step in this process is to develop Requests for Proposals, send

them out, and follow the College's process. The Facilities department and HR Green will work on this and the figure will be brought to the Board.

EXPLANATION OF BOARD POLICY 2.1.4.1 AND SECTION 3-27.i OF THE ILLINOIS PUBLIC COMMUNITY COLLEGE ACT, (110 ILCS 805/3) RE PURCHASING AUTHORITY LIMITS

Mr. Tenuta explained that State Statute authorizes expenditures up to \$25,000.00 without Board approval; College policy was revised June 26, 2014 to reflect that figure. This policy could be changed through the Evaluation and Policies Committee if the Board so directs. Ms. Tirio noted that someone could purchase in steps without bringing those expenses to the Board; Mr. Tenuta stated he would not allow that kind of purchasing to happen. It was noted that the Board did not accept Dr. Smith's proposal to refurbish the Presidential Suite; therefore, nothing will happen on this proposal. Ms. Kissler noted that the auditors look for irregularities in purchasing, and stated that the College received a clean, or unmodified opinion. She added that unauthorized purchases would not happen at McHenry County College.

UPDATE ON PRESIDENTIAL SEARCH

Mr. Smith announced that Friday, October 16 is the deadline for applications. He spoke with Ms. Rocklin and found that there are 42 applicants to date. Ms. Rocklin is enthusiastic about the quality of candidates. The Presidential Search Committee will meet next on October 28. Mr. Smith stated that any Trustee may speak with Ms. Rocklin or Mr. Thompson directly with any questions they may have about the search.

DISCUSSION OF ADDING TO PRESIDENTIAL SEARCH PROCESS THE OPPORTUNITY FOR FINAL CANDIDATES TO MEET AND TALK WITH MAJOR COLLEGE DONORS

Mr. Smith stated that this topic was prompted by discussion with the Board, and he spoke with R. H. Perry and Associates about it. This suggestion is not intended to alter the search process, but is an opportunity for the Board to collaborate with the Foundation, identify a number of top donors, and

personally invite them to a session specifically tailored for them at the final stages of the presidential search interview process.

#### McHENRY COUNTY COLLEGE UNITED WAY CAMPAIGN

Ms. Walsh passed out brochures and pledge forms to all Trustees; she asked that they consider writing a check for the United Way campaign. The goal is to raise \$12,000, and \$5,000 has already been raised.

#### LEGISLATIVE REPORT/UPDATE

Dr. Smith reported there has been no change since last month's report; the budget impasse in Springfield continues. Mr. Smith asked to be informed of any pending discussion about SURS. Mr. Tenuta noted that Mr. Fred Lantz of Sikich LLP would be the best conduit for such information and will share it with the Board when available.

#### COMMUNITY EVENTS ATTENDED BY TRUSTEES

Mr. Jenner attended the multi-chamber mixer at MCC.

Ms. Tirio attended the Celebrate America Fest in Mundelein, helped with the Americans for Prosperity call bank to survey constituents on Governor Rauner's initiatives, and attended an educational presentation by the Illinois Family Institute on the Black Robed Regiment. She attended the Huntley Fall Fest, and obtained petition signatures for candidates for county office.

Mr. Parrish also helped with the Americans for Prosperity call bank.

Mr. Memmen attended the McHenry County Community Foundation open house and thanked those who donated money for student veterans.

Ms. Liddell attended Rotary events, and a state ICCTA meeting.

#### FUTURE AGENDA ITEMS

Ms. Tirio asked that a presentation be given on civics education at McHenry County College. Dr. Smith asked if Board members wanted any due diligence on the Space Utilization presentation; the Board must decide what it wants to do before proceeding with any fundraising.

SUMMARY COMMENTS BY BOARD MEMBERS

Mr. Jenner inquired about the safe sex demonstrations publicized in *The Flush* newsletter; and spoke about an article in the October 4, 2015 Chicago Tribune about tax breaks which he feels shows Springfield's lack of understanding of economics. Ms. Tirio spoke about a Tax Increment Financing illumination program October 20 at the Woodstock Public Library. Mr. Memmen reminded all about the October 21 Veterans Administration Town Hall Meeting. He also noted that communication needs to be sent to students about the Building C roofing project. Discussion followed on signing up for the College's emergency notification system – information is available at [www.mchenry.edu/notifyme](http://www.mchenry.edu/notifyme).

CLOSED SESSION

No Closed Session was held.

ADJOURNMENT

Hearing no further business, the meeting was adjourned at 10:13 p.m.

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Pat Kriegermeier, Recording Secretary

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Chris Jenner, Board Secretary