BOARD OF TRUSTEES McHENRY COUNTY COLLEGE DISTRICT #528

Tuesday, November 6, 2018 6:00 p.m.



Board Room 8900 U.S. Highway 14 Crystal Lake, IL 60012

COMMITTEE OF THE WHOLE MEETING

AGENDA

- 1. Call to Order
- 2. Roll Call
- 3. Acceptance of Agenda
- 4. Acceptance of Minutes: Committee of the Whole, October 16, 2018
- 5. Open for Recognition of Visitors and Presentations *Three (3) minutes per person or less.*
- 6. President's Report
- 7. Fitness Center Update: Dr. Talia Koronkiewicz
- 8. Preliminary October Financial Statements: Mr. Bob Tenuta
- 9. Discussion of Compressed Summer Work Schedule: Dr. Clint Gabbard and Ms. Michelle Skinder
- 10. Resolution Regarding Woodstock TIF2: Mr. Bob Tenuta
- 11. Scheduling Evaluation and Policy Committee: Dr. Clint Gabbard
- 12. Future Agenda Items/Summary Comments by Board Members
- 13. Closed Session
 - A. 120/2(c), #1, Personnel (*President's Evaluation*)
 - B. 120/2(c), #21, Review of Closed Session Minutes
 - C. Other matters as pertain to the exceptions of the Open Meetings Act
- 14. Acceptance of Closed Session Minutes, Committee of the Whole Meeting, October 16, 2018
- 15. Adjournment

Diane Evertsen

Chair

Request to Approve Compressed College Work Schedule for Summer 2019

Information

The College has followed a Monday-Thursday, four, 10-hour day work schedule for the last nine summers. The College has closed on Fridays, Saturdays and Sundays during this time. The Shah Center has remained open, and exceptions were made for select areas of the main campus to operate in isolation as needed. Since 2016, the average of total electricity savings from being closed on Fridays has been \$9,045 per summer.

The College would like to continue the compressed schedule during Summer 2019. The proposed schedule will begin on June 3, 2019 and end on August 2, 2019. The College would resume the regular work schedule on August 5, 2019.

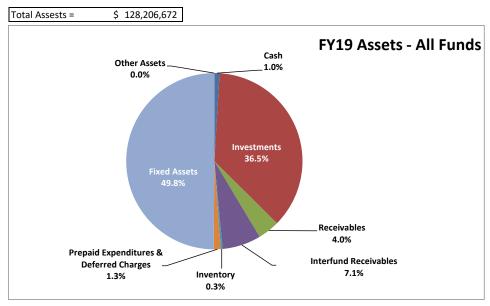
Recommendation

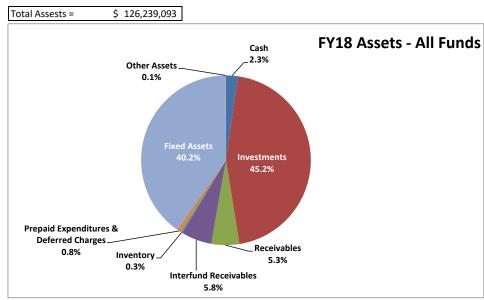
It is recommended that the Board of Trustees approves a compressed College work schedule for Summer 2019, to begin on June 3, 2019 and end on August 2, 2019.

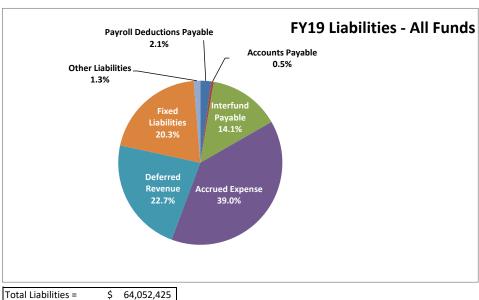
Clinton Gabbard President

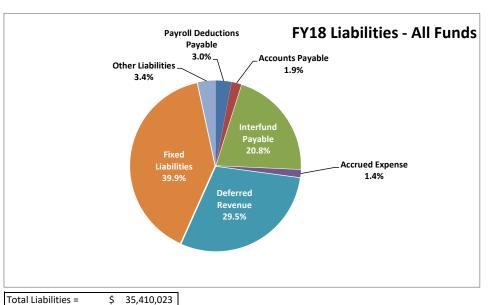
All Funds Statement of Net Position (Balance Sheet)		01	02	03	04	05	06	07	08	09	10	11	12	17
October 31, 2018	All Funds	Education Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond & Interest Fund	Auxilliary Entrerprises Fund	Restricted Purposes Fund	Working Cash Fund	General Fixed Asset Fund	General Long- Debt Fund	Trust & Agency Fund	Audit Fund	Liability Protection & Settlement Fund	OPEB Fund
Assets														
Cash	1,220,093	-	244,742	-	165,151.55	56,669	201,617	95,646	-		- 400,853	55,415	-	-
Investments	46,730,184	28,844,655	955,756	12,174,831	-	-	-	2,789,787	-			-	1,965,156	-
Receivables	5,095,639	4,482,890	569,170	-	-	24,593	-	-	-			966	18,019	-
Accrued Revenue	96,324	44,307	3,124	37,123	-	-	-	6,413	-			-	5,357	-
Interfund Receivables	9,083,212	742,224	9,024,828	-	58,384	(226,366)	(519,681)	-	-		- 1,936	-	1,886	-
Inventory	432,334	-	-	-	-	432,334	-	-	-			-	-	-
Prepaid Expenditures & Deferred Charges	1,649,174	921,676	44,898	-	-	11,272	2,917	-	-	38,066	5 -	-	170,090	460,255
Fixed Assets	63,835,747	-	-	-	-	-	-	-	63,835,747			-	-	-
Other Assets	63,963	-	-	-	-	-	-	-	-	63,963	-	-	-	-
Total Assets	128,206,672	35,035,752	10,842,519	12,211,954	223,536	298,502	(315,147)	2,891,846	63,835,747	102,030	402,789	56,380	2,160,508	460,255
Liabilities														
Payroll Deductions Payable	1,362,434	1,173,557	56,597	-	-	92,015	1,982	-	-		- 5,000	-	33,284	-
Accounts Payable	326,415	335,025	-	-	-	3,934	(12,544)	-	-			-	-	-
Interfund Payable	9,024,828	1,971,468	-	5,911,633	-	-	-	-	-			-	1,141,727	-
Accrued Expense	24,955,826	565,943	-	-	-	-	-	-	-			-	-	24,389,883
Deferred Revenue	14,543,740	10,958,655	1,114,042	-	-	194	5,951	-	-			18,757	345,199	2,100,942
Fixed Liabilities	13,019,593	-	-	-	-	-	-	-	-	13,019,593	-	-	-	-
Other Liabilities	819,589	54,295	-	-	-	17,012	-	-	-	350,493	397,789		-	-
Total Liabilities	64,052,425	15,058,943	1,170,639	5,911,633	-	113,155	(4,611)	-	-	13,370,086	5 402,789	18,757	1,520,209	26,490,825
Designated Fund Balance	64,154,247	19,976,810	9,671,881	6,300,321	223,536	185,346	(310,536)	2,891,846	63,835,747	(13,268,056) -	37,624	640,299	(26,030,570)
Assigned Fund Balance 33% Unassigned for annual budgeted expenditures Other Designated Reserves	16,958,702 0		2,003,461											
Capital Improvement/Investment in Capital Assets	70,136,068			6,300,321	. 0				63,835,747		0			
Liabilities, Protection, and Settlement	-38,409,864									-13,019,593	3		640,299	-26,030,570
Working Cash/Other Restricted	1,477,088						-310,536	1,750,000				37,624	•	
Remaining Unassigned Balance	13,992,254	5,021,569	7,668,419	0	223,536	185,346	0	1,141,846	0	-248,463	3 0	0	0	0

All Funds Statement of Net Position (Balance Sheet) October 31, 2018







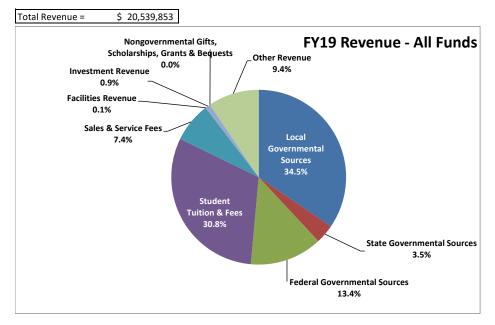


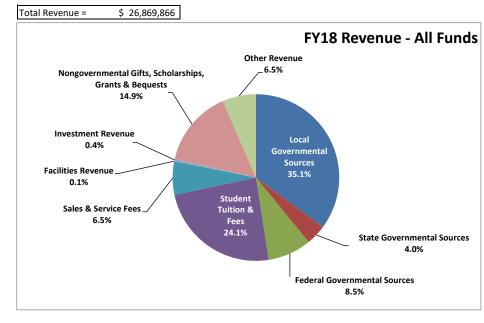
All Funds Statement of Activities (Income Statement)		01	02	03	04	05	06	07	08	09	11	12	17
October 31, 2018	All Funds	Education Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond and Interest	Auxilliary Entrerprises Fund	Restricted Purposes Fund	Working Cash Fund	General Fixed Asset Fund	General Long- Debt Fund	Audit Fund	Liability Protection & Settlement Fund	OPEB Fund
Revenue													
Local Governmental Sources	7,091,741	, ,	710,636	-	-	-	-	-	-	-	18,757	345,199	-
State Governmental Sources	725,345	581,167	147,679	-	-	-	(3,500)	-	-	-	-	-	-
Federal Governmental Sources	2,749,763	-	-	-	-	-	2,749,763	-	-	-	-	-	-
Student Tuition & Fees	6,321,077	5,072,199	585,148	69,198	467,087	127,444	-	-	-	-	-	-	-
Sales & Service Fees	1,517,565	111,944	-	-	-	1,405,621	-	-	-	-	-	-	-
Facilities Revenue	12,370	-	-	-	-	12,370	-	-	-	_	-	-	-
Investment Revenue	183,222	92,145	5,200	66,283	-	-	-	10,676	-	_	-	8,917	-
Nongovernmental Gifts, Scholarships, Grants &													
Bequests	8,125	5,684	-	-	-	-	2,441	-	-	_	-	-	-
Other Revenue	1,930,646	1,922,428	8,218	450,035	-	-	-	-	-	(450,035)	-	-	-
Total Revenue	20,539,853	13,802,717	1,456,881	585,516	467,087	1,545,435	2,748,704	10,676	-	(450,035)	18,757	354,116	-
Expenditures													
Salaries	8,942,830	7,676,006	197,048	-	-	562,499	338,426	-	-	-	-	168,850	-
Employee Benefits	2,943,873	2,521,624	48,716	-	-	95,399	41,001	-	-	-	-	237,133	-
Contractual Services	1,190,735	627,218	344,553	10,495	-	117,047	22,068	-	-	-	56,500	12,854	-
General Materials & Supplies	1,796,088	640,757	93,893	206,062	-	792,274	53,697	-	-	-	-	9,406	-
Travel & Conference/Meeting	126,407	76,511	8,662	-	-	6,219	33,293	-	-	-	-	1,721	-
Fixed Charges	138,554	390,555	6,973	56	161,200	11,876	80	-	-	(447,531)	-	15,344	-
Utilities	256,386	44,563	210,214	-	-	436	335	-	-	-	-	838	-
Capital Outlay	947,555	-	(149,417)	1,535,133	-	-	11,760	-	(454,161)	-	-	4,240	-
Other Expenditures	2,784,858	202,948	-	-	-	151	2,581,759	-	-	_	-	-	-
Contingency	-	_	-	-	-	-	-	-	-	_	-	-	-
Total Expenditures	19,127,287	12,180,182	760,643	1,751,746	161,200	1,585,901	3,082,419	-	(454,161)	(447,531)	56,500	450,387	-
Excess/(deficit) of revenues over expenditures	1,412,567	1,622,534	696,237	(1,166,230)	305,887	(40,465)	(333,715)	10,676	454,161	(2,504)	(37,743)	(96,272)	
Operating transfers in Operating transfers out	- -	-	-	- -	-	-	-	-		-	- -	- -	- -
Beginning Fund Balance	62,741,679	18,354,274	8,975,643	7,466,552	(82,352)	225,811	23,178	2,881,170	63,381,587	(13,265,552)	75,367	736,571	(26,030,570)
Ending Fund Balance	64,154,245	19,976,808	9,671,880	6,300,322	223,535	185,346	(310,537)	2,891,846	63,835,748	(13,268,056)	37,624	640,299	(26,030,570)

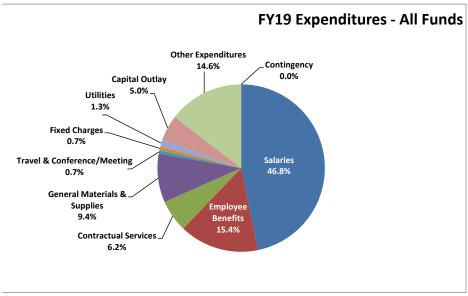
All Funds Statement of Activities (Income Statement) October 31, 2018

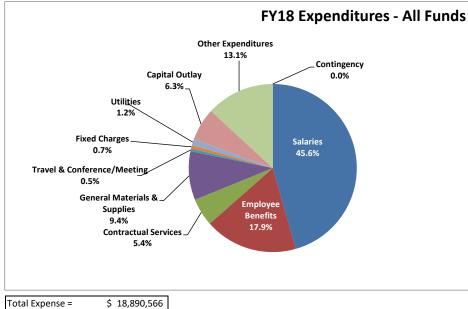
Total Expense =

\$ 19,127,287









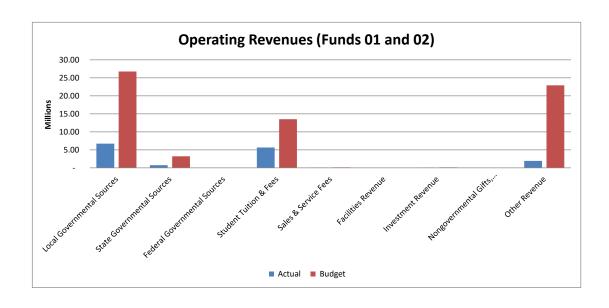
Operating (Funds 01 & 02) Statement of Activities October 31, 2018

Operating (runus of & 02) <u>statement of Activities</u>												
October 31, 2018											FY19	
	FY19				FY18						hange Over	%
_		Actual	Budget			Actual		Budget			FY18	Change
Revenue		6 707 706	4 26 774 405	25.40/		0.040.600	_	26 772 405	22.40/		(2.224.052)	24.00/
Local Governmental Sources	\$	6,727,786		25.1%	\$	8,949,639	\$		33.4%		(2,221,853)	-24.8%
State Governmental Sources		728,846	3,196,860	22.8%		970,951		2,998,730	32.4%	\$	(242,106)	-24.9%
Federal Governmental Sources		-	-	0.0%		-		-	0.0%	\$	- ()	0.0%
Student Tuition & Fees		5,657,347	13,511,264	41.9%		6,031,721		13,388,138	45.1%	\$	(374,374)	-6.2%
Sales & Service Fees		111,944	153,150	73.1%		109,353		134,150	81.5%	\$	2,591	2.4%
Facilities Revenue		-	11,100	0.0%		-		11,100	0.0%	\$	-	0.0%
Investment Revenue		97,346	154,141	63.2%		45,322		188,203	24.1%	\$	52,023	114.8%
Nongovernmental Gifts, Scholarships, Grants & Bequests		5,684	-	0.0%		-		-	0.0%	\$	5,684	0.0%
Other Revenue		1,930,646	22,929,765	8.4%		1,747,349		17,631,608	9.9%	\$	183,297	10.5%
Total Revenue	\$	15,259,598	\$ 66,727,475	22.9%	\$	17,854,335	\$	61,124,124	29.2%	\$	(2,594,738)	-14.5%
Expenditures												
Salaries	\$	7,873,054	\$ 26,048,499	30.2%	\$	7,706,167	\$	26,050,874	29.6%	\$	166,887	2.2%
Employee Benefits		2,570,340	28,154,048	9.1%		3,023,867		22,297,765	13.6%	\$	(453,527)	-15.0%
Contractual Services		971,772	3,824,118	25.4%		812,084		4,104,952	19.8%	\$	159,688	19.7%
General Materials & Supplies		734,650	2,484,892	29.6%		565,698		2,314,288	24.4%	\$	168,952	29.9%
Travel & Conference/Meeting		85,173	531,425	16.0%		74,901		481,588	15.6%	\$	10,272	13.7%
Fixed Charges		397,528	1,734,425	22.9%		536,672		1,774,375	30.2%	\$	(139,143)	-25.9%
Utilities		254,777	1,125,600	22.6%		226,028		1,022,200	22.1%	\$	28,749	12.7%
Capital Outlay		(149,417)	3,038,653	-4.9%		276,688		1,954,704	14.2%	\$	(426,105)	-154.0%
Other Expenditures		202,948	869,850	23.3%		238,723		853,378	28.0%	\$	(35,775)	-15.0%
Contingency		-	194,130	0.0%		-		270,000	0.0%	\$	-	0.0%
Total Expenditures	\$	12,940,826	\$ 68,005,640	19.0%	\$	13,460,828	\$	61,124,124	22.0%	\$	(520,003)	-3.9%
Excess/(deficit) of revenues over expenditures	\$	2,318,772	\$ (1,278,165)		\$	4,393,507	\$	-		\$	(2,074,735)	-47.2%
Net Transfers Out/(In)	\$	-	\$ 160,488		\$	-	\$	-		\$	-	0.0%
Net Operating Funds Surplus/(Deficit)	\$	2,318,772	\$ (1,438,653)		\$	4,393,507	\$	-		\$	(2,074,735)	-47.2%
Operating Fund Balance Unassigned @33% based on Total Budgeted Expenditures*			22,668,547					20,374,708				
Less : Adj. for budgeted SURS Pass Thru (\$12.3m & \$9.75m, respectively) *.3334			5,645,135					3,250,000				
Adj. for Contingency (\$0.27m & \$0.50m, respectively) x .3334			64,710					90,000				
Unassigned Fund Balance needed @ 33% of adjusted budgeted expenditures (a)			16,958,702					17,034,708				
Unaudited Beginning Fund Balance		27,329,917	27,329,917			25,189,972		25,189,972				
Net Operating Funds Surplus/(Deficit)		2,318,772	(1,438,653)			4,393,507		-				
Add back Contingency (assumption is it is not used)			194,130					270,000				
Calculated YTD Ending Fund Balance (budget estimate) (b)	\$	29,648,689	\$ 26,085,394		\$	29,583,479	\$	25,459,972				
Amount Over/(Under) Fund balance reserve (b)-(a)			9,126,692					8,425,264				

^{*}Net of Transfers Out/(In) and contingency

Operating Funds - Statement of Activities October 31, 2018

	Actual	Budget
Revenue		
Local Governmental Sources	6,727,785.80	26,771,195.00
State Governmental Sources	728,845.66	3,196,860.00
Federal Governmental Sources	-	-
Student Tuition & Fees	5,657,347.21	13,511,264.00
Sales & Service Fees	111,943.50	153,150.00
Facilities Revenue	-	11,100.00
Investment Revenue	97,345.58	154,141.00
Nongovernmental Gifts, Scholarships, Grants & Bequests	5,683.87	-
Other Revenue	1,930,645.95	22,929,765.00
Total Revenue	15,259,597.57	66,727,475.00



Employee Benefits Contractual Services

Expenditures

