

MINUTES
COMMITTEE OF THE WHOLE
McHENRY COUNTY COLLEGE DISTRICT #528

A meeting of the Committee of the Whole of the Board of Trustees of McHenry County College was held on Monday, September 22, 2008, in the Board Room, Room A217, in Building A on the Campus. Chair Miller called the meeting to order at 6:02 p.m.

Dr. Glosson called the roll in and the following were present:

Mr. Summers
Ms. Walters
Mr. Lowe
Ms. Larson
Dr. Glosson
Mr. Kendzie
Ms. Miller

Trustee Kurtz was absent during roll call and arrived at 6:08 p.m. Attorney Kerrick was present as legal counsel.

ACCEPTANCE OF AGENDA

The agenda was accepted as presented.

ACCEPTANCE OF MINUTES

The minutes of the Committee of the Whole meeting and Closed Session of August 25, 2008 were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one signed in to address the Board.

ELECTRONIC TIME KEEPING FUNCTIONALITY IN CAMPUS MANAGEMENT ERP SYSTEM

Dr. Plinske introduced Mr. Phil Pierre-Antoine from Campus Management Corporation. Mr. Pierre-Antoine presented an overview of electronic time keeping functionality available in the Campus Management ERP software, as well as additional features that could be implemented in the future.

Discussion followed.

FY2008 AUDIT AND MANAGEMENT LETTER

Mr. Fred Lantz of Sikich presented an overview of the FY2008 Audit and Management Letter.

Discussion followed.

UNIVERSITY CENTER AND SHAH CENTER UPDATE

Dr. Sager presented information on space utilization at the University and Shah Centers. Annual expenses to operate the University Center are approximately \$446,000; MCC's current lease at the University Center expires July 31, 2009. Dr. Sager outlined recommendations to complete a build-out of the Shah Center and to not renew the University Center lease. The Shah Center build-out would add 2,870 square feet and cost approximately \$400,000, and would allow for the relocation of programs currently offered at the University Center to the main campus, Shah Center, and Woodstock campus. Dr. Sager also recommended that MCC not renew its contract with the Chicago School of Massage Therapy. Approval of Shah Center Build-Out and Transfer of Programming from the University Center, Board Report #08-216, will be reviewed at the Board meeting on September 25; the Board requested that the Board Report be amended to specify that Legat Architects be retained for the Shah Center build-out as the firm had been the lead architect in the original renovation of the facility.

Dr. Glosson asked for a break at 8:01 p.m., the meeting continued at 8:10 p.m.

PROFESSIONAL SERVICES RECOMMENDATIONS

Dr. Packard discussed Dr. Ally's memo regarding recommendations for professional services, including auditors, attorneys, and architects, with the Board. Discussion followed. The Board agreed that they would like to review proposals from professional service firms, select top candidates as a Committee of the Whole, interview top candidates as a Committee of the Whole, and make their selection based on those interviews. The Board agreed to follow a five-year review cycle for auditors, and a six-year review cycle for attorneys; engineers and architects would be reviewed as needed.

OPEN FOR BOARD MEMBERS

Trustee Glosson thanked Dr. Packard for his overview memo outlining highlights of the Committee of the Whole and Regular Board meetings. Trustee Glosson discussed the upcoming Visioning retreat scheduled for October 24 and 25 at the Shah Center. A break was called at 8:45p.m. The meeting reconvened at 8:52 p.m.

CLOSED SESSION

Trustee Lowe moved that the Board go into Closed Session to discuss matters covered under the following exemptions: 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, and 8) Security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger. Trustee Kurtz seconded the motion. The roll was called and all were in favor. The motion carried.

At 9:18 p.m. Trustee Lowe moved to come out of Closed Session and Trustee Walters seconded the motion. The roll was called and all present were in favor. Closed Session ended at 9:18 p.m.

ADJOURNMENT

Hearing no further business, the meeting adjourned at 9:18 p.m.

Margaret Keehn, Recording Secretary to the Board

Dr. Frances Glosson, Secretary