

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 Thursday, September 23, 2010, in the Board Room, Room A217, of Building A on the campus. Chair DeWitt called the meeting to order at 6:00 p.m. When Ms. Larson called the roll in Ms. Kurtz's absence, the following were present:

Ms. Walters
Mr. Lowe
Mr. Parrish
Mr. Sheriff
Ms. Larson
Dr. DeWitt
Ms. Miller

Ms. Kurtz was absent. Attorney Joseph Perkoski was present as legal counsel.

ACCEPTANCE OF AGENDA

The agenda was accepted as distributed.

ACCEPTANCE OF MINUTES

The minutes of the August 26, 2010 Committee of the Whole meeting were accepted as distributed.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one signed in to address the Board.

REVIEW OF BOARD PACKET: SEPTEMBER 23, 2010 REGULAR BOARD MEETING

During discussion, Ms. Larson asked whether the administrative reorganization was a suggestion; Dr. Smith responded that it was a recommendation for the Board to approve. Ms. Larson then asked about Board Report #10-191, Medium-Duty Dump Truck; Mr. Manke responded that by owning the truck, equipment can be transported to Shah Center so that MCC staff can cut the grass with MCC equipment, providing a significant savings over present arrangements. Ms. Miller asked whether her question on working to transfer funds for better interest rates had been addressed; Mr. Wilske responded that a high yield account was opened and he is continuing to look for future opportunities to broaden the base. Dr. Smith added that the next group of CDs matures in November, and we are hoping to have a better idea at

that time where these funds should be placed. Ms. Walters suggested a possible source of higher interest and Mr. Wilske will investigate it. Dr. Smith emphasized making sure that all investment decisions be made with accepted community college investment guidelines in mind. Ms. Miller asked for discussion on Board Report #10-192, Professional Services to Design Reconstruction of the Loading Dock Leveler. Ms. Walters stated she would recuse herself from both discussion and vote on Board Report #10-192. Ms. Larson asked about Board Report #10-190, IT Consulting Services and Dr. Smith responded that this Board Report extends the SIG contract through December until a permanent CIO can be hired.

DISCUSSION OF BOARD RETREAT

Dr. DeWitt stated that discussion about the retreat would cover logistics, topics and facilitation. Trustees discussed dates they would be available; tentative dates suggested were Thursday, November 11 and Tuesday, November 16, from 5:00 p.m. until 9:00 p.m.

Dr. DeWitt asked all to send their topics to Ms. Kriegermeier to create a master list. Ms. Miller would like to cover responsibilities and roles of Trustees, and spoke about a handbook for new trustees called "Welcome to the Board." Mr. Parrish expressed his desire to come away from the retreat with an understanding of what procedural rules will be followed and how to follow them, specifically with regard to motions and amendments. He offered to research this topic; after discussion, it was agreed that the research should be done by an entity outside the Board of Trustees. Dr. DeWitt suggested this might be a good topic for the Policy Committee to address, and asked that the role of the Trustee in the Strategic Planning process be considered. Dr. Smith spoke about the possibility of holding a second retreat a few months later and spoke about the topic of video streaming, suggested by Ms. Kurtz.

Dr. Smith spoke with Catherine Jones at the Shah Center regarding facilitators for the retreat. She distributed resumés for two possible facilitators and asked the Trustees to review them and provide their choice of facilitator to Dr. Smith by October 8.

FUTURE OF THE COMMITTEE OF THE WHOLE

Dr. DeWitt spoke about the original purpose of the Committee of the Whole; he added that since committee structure is now in place, discussions about planning, finance and other topics will happen in committee meetings. When the Committee of the Whole meeting was held the Monday night before the Board of Trustees meeting, there was advance time to raise questions before the Board meeting. Holding the meeting immediately before the Board Meeting on Thursday night can, depending on meeting length, leave a gap or delay between meetings. He asked whether the Board would want to retire the idea of the Committee of the Whole in favor of discussion during Regular meetings and asked Trustees for their thoughts. Discussion ensued, and consensus was reached to hold the Committee of the Whole every other month beginning in October, on Monday night at 7:00 p.m.

FUTURE AGENDA ITEMS

Ms. Miller asked when the auditors would be finished; Mr. Wilske responded that the auditors would be present at the October Board meeting. Ms. Walters stated that once the audit is complete, a meeting of the Finance Committee would be scheduled to review the audit.

SUMMARY COMMENTS BY BOARD MEMBERS

Mr. Parrish spoke of a brochure published by Northern Illinois University, *Responding to a Violent Intruder or Active Shooter*. He provided a copy to Dr. Smith for review.

Ms. Kurtz asked Dr. DeWitt to raise a question for consideration: could petitions be made available online so that they could be downloaded rather than picked up? Mr. Perkoski responded that the process is dictated by State Law; therefore, the process could not be replaced with website access.

ADJOURNMENT

Hearing no further business, the meeting was adjourned at 6:46 p.m.

Not present

Patricia Kriegermeier, Recording Secretary

Donna Kurtz, Board Secretary