

MINUTES  
REGULAR BOARD MEETING  
of McHENRY COUNTY COLLEGE

The Regular Meeting of the Board of Trustees of McHenry County College was held on Thursday, November 29, 2012, in the Board Room, Room A217, in Building A on the Campus. Chair Miller called the meeting to order at 7:25 p.m. When Secretary Walters called the roll, the following were present:

Ms. Kisser  
Ms. Larson  
Ms. Rueda  
Mr. Parrish  
Mr. Adams  
Ms. Walters  
Ms. Miller

Ms. Liddell was absent. Mr. Daniel Curran was present as legal counsel.

PLEDGE OF ALLEGIANCE

Chair Miller led the group in the Pledge of Allegiance.

COLLEGE MISSION STATEMENT

Student Trustee Rueda read the Mission Statement.

ACCEPTANCE OF AGENDA

The agenda was accepted as presented.

ACCEPTANCE OF MINUTES

The minutes of Special Board Meeting, October 16, 2012 and the minutes of the Regular Board Meeting, October 25, 2012 were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one signed in to address the Board.

BOARD COMMITTEE REPORTS

Ms. Kisser reported on the November 5, 2012 Evaluation and Policies Committee meeting. She noted that Section 4 will be finished when the markup section is completely correct. Discussion followed on a minor revision. Ms. Kisser noted that the Committee will proceed to Section 5 in January.

Mr. Adams reported on the November 29, 2012 Committee of the Whole meeting, where a meaningful and philosophical discussion was held on the tax levy as it relates to revenues, property tax, and tuition, followed by economic threats the College faces in the next budget year, posed by continuing state financial problems.

#### ICCTA REPORT

Ms. Kissler reported that she and Dr. Smith attended an ICCTA workshop and both gained much useful information on what to expect with the State University Retirement System. She noted that handouts could be scanned and distributed. Discussion followed about hosting a workshop with surrounding community colleges to share information on the Freedom of Information Act, the Open Meetings Act and other topics covered by the presentation at the workshop.

Ms. Miller reminded all that Open Meetings Act training must be completed by December 31, 2012.

#### FRIENDS OF MCC FOUNDATION REPORT

Mr. Parrish noted that it has been a busy month for the Foundation and spoke about the dedication of the donated property in Chemung, from the Tures family. Ms. Larson praised the property and its usefulness to the College. Mr. Parrish spoke also about this month's donations and scholarships. Ms. Miller noted that the Foundation's seminar series is doing very well. More information can be found at

<http://www.mchenry.edu/seminarseries/>.

#### PRESIDENT'S REPORT

Dr. Smith reported that MCC Night on November 14 was exceptional with 1,200 in attendance, and 456 applications completed, up from 324 applications last year. She thanked Ms. Kellie Carper and Ms. Christina Haggerty and their committee for their work on the event. Dr. Smith then spoke about the recent Job Fair, with an attendance of 832. She noted that Ms. Kathy Meisinger received feedback from employers and 433 interviews resulted from the fair. Dr. Smith provided an update on the sanitary sewer repair; the project was completed ahead of time and caused as little disruption as possible. Dr. Smith noted that staff is working with HR Green on conceptualizing the reconstruction of Parking Lots B and D and a presentation on the concept will be provided at the December Committee of the Whole meeting. Dr. Smith finished her report by showing recent newspaper headlines featuring articles about how McHenry County College is positively impacting the County.

## PRESENTATIONS

### College Prairie Burn, Mr. Mark Kuhlman, Instructor of Biology and Mr. Doug Goostree, Instructor of Fire Science

Messrs. Kuhlman and Goostree gave a presentation that showed how the Biology, Fire Science and Horticulture departments collaborated on the recent prairie burn of about one acre on the south portion of the College campus. The presentation showed how the burn was conducted, what benefits will result, and how all county departments support Fire Science education at McHenry County College. In response to Ms. Kissler's question, Mr. Goostree noted that there were three female students in the Fire Science class.

## COMMUNICATIONS

### A. Faculty Report

Mr. Hoy noted there was nothing notable to report, that the semester was winding down, and wished all a very happy holiday.

### B. Adjunct Faculty Report

Ms. Leslie Dzike reported that adjunct faculty is looking forward to the end of the semester and thanked the Staff Council employees for their assistance in the Sage Learning Center, and the registration process for next semester.

### C. Staff Council Report

Ms. Trimble noted that she had nothing to report.

### D. Student Trustee Report

Ms. Rueda reported on recent activities which included attendance at the Illinois Community College Student Assistance Association, to which MCC brought 19 student leaders. Student leaders met from across the state to better their leadership skills. Ms. Rueda also attended a November ICCB Student Assistance Commission meeting in Chicago. She noted that she meets with students on campus about College updates. The student committee tasked with renaming the College Entrance One held a brainstorming session, and Ms. Rueda was pleased with their response. She provided a review of activities throughout the month.

### E. Comments from the Board

Ms. Larson attended the recent McHenry County Council of Governments meeting and recommended visiting the Starline Building in Harvard. Ms. Miller spoke about the ACCT seminar series and asked whether the

Trustees were interested in purchasing a subscription that would allow all to view all webinars on demand. It was agreed that a subscription would be purchased. Mr. Adams commented favorably on the water filling stations; Dr. Smith noted eight more would be installed.

#### F. Attorney Report

Mr. Curran reported that preparation is underway for the condemnation suit and the trial which is set for January 28, 2013.

#### APPROVAL OF CONSENT AGENDA

Mr. Adams moved to approve the Consent Agenda, minus items D., Resolution for Estimated Tax Levy and Notice of Public Hearing, Board Report #12-259, and Item E, Adoption of Estimated 2012 Levy, Board Report #12-266. Ms. Larson seconded the motion. Ms. Larson spoke about Mr. Naleway's retirement and added that she was sorry to see him leave the College. She added her congratulations to the new Supervisor of Campus Public Safety, Mr. Scott Sosnowski, and the new Instructor of Nursing, Ms. Gayle Cochlin-Swidler. Mr. Adams asked what the timetable would be on the accounting manual and what the deliverables would be; Mr. Tenuta replied that it would take approximately three months and that the manual would help develop internal controls. The roll was called and all were in favor; the motion carried.

#### For Approval

##### A. For Approval

##### A. Financial Statements

1. Executive Summary, Board Report #12-251
2. Treasurer's Report, Board Report #12-252
3. Ratification for Payment of Voucher #1050, Board Report #12-253

##### B. Requests to Purchase/Renew

1. FlexMation Education System Series II Robotic Training System, Board Report #12-254
2. IPC Eagle Automatic Scrubber, Board Report #12-255
3. Laptop Computers and Software Licenses , Board Report #12-256
4. Spartan Software and Licenses Package, Board Report #12-257
5. GPS Clock Synchronization System, Board Report #12-268

##### C. Consulting Agreement for Development of Accounting Manual, Board Report #12-258

##### D. Resolution for Estimated Tax Levy and Notice of Public Hearing, Board Report #12-259

##### E. Adoption of Estimated 2012 Levy, Board Report #12-266

##### F. Workers' Compensation Insurance Additional Premium per Audit for 2011-2012, Board Report #12-260

##### G. Approve Correction to 2013-2014 Academic Calendar for Thanksgiving Closure, Board Report #12-267

##### H. Personnel

1. Workforce and Community Development Personnel Considerations for Fall 2012, Board Report #12-193 Addendum
2. Appointment of New Instructor of Nursing, Board Report #12-261
3. Appointment of New Supervisor of Campus Public Safety, Board Report #12-262
4. Request for Retirement, Board Report 12-263
5. Salary Adjustment/Advance Placement, Board Report #12-264

ACTION ON ITEMS REMOVED FROM THE CONSENT AGENDA

Ms. Kisser moved to approve Resolution for Estimated Tax Levy and Notice of Public Hearing, Board Report #12-259, and Ms. Larson seconded the motion. During discussion, Mr. Adams stated that if this motion failed, he would move to approve Board Report #12-259 with a figure of 3%. Ms. Miller pointed out that using 3% would result in none of the new growth being captured. The roll was called. Trustees Kisser, Larson, Rueda and Miller voted in favor; Trustees Parrish, Adams and Walters voted against. As the Student Trustee vote is advisory, there was a tie and the motion failed.

Ms. Walters asked Mr. Tenuta to explain the levy. Mr. Tenuta noted that the estimated levy is put in at 9.9% to anticipate any new growth, and added the CPI-Urban for December, 2011 was 3%. The PTELL (Property Tax Extension Limit Law) allows CPI-U or 5%, whichever is less to be levied. Mr. Tenuta estimated the levy on currently assessed property would come in at 3%. He wants to make sure the College does not lose the opportunity to levy on new properties, and noted once new properties are placed on the tax rolls, the College loses the ability to levy on that new growth forever. Ms. Kisser noted that other levying bodies would benefit, but not the College. She added that the percentage requested doesn't matter at the end of the day; the College will get what the County clerk says. She stated that the estimated levy of 9.9% is a preventative measure to make sure that any new property is captured, and added that any uncaptured revenue would not be on the base for next year.

Mr. Parrish spoke about the good will toward the College established recently and noted that generous donations are coming in. He asked whether the community would understand when the College asks for 9.9%, knowing that it will be 3%. Ms. Kisser commented that donors might wonder whether the College was not being a good steward by not capturing revenue. Mr. Adams commented that the Board will be raising property taxes. Ms. Kisser replied that if those taxes are not raised, the College's only source for revenues to run the institution would be tuition. Ms. Miller added that the levy is to keep up with inflation and noted the College has asked for the full amount every year, and receives what the clerk determines.

Mr. Adams moved to approve Resolution for Estimated Tax Levy and Notice of Public Hearing, Board Report #12-259 replacing the figure of 9.9% with 3% or the CPI-U, whichever is higher, and Mr. Parrish seconded the motion. There was no discussion. The roll was called. Trustees Kisser, Larson, and Miller, along

with Student Trustee Rueda, voted against, and Trustees Adams, Parrish and Walters voted in favor. The motion failed as there was a tie.

Ms. Kisser moved to adopt Resolution for Estimated Tax Levy and Notice of Public Hearing, Board Report #12-259 with a figure of 8%. Extensive discussion followed and Ms. Larson seconded the motion. The roll was called. Trustees Larson, Kisser, Miller and Student Trustee Rueda voted in favor; Trustees Adams, Parrish and Walters voted against. The motion failed as there was a tie.

After discussion, Chair Miller announced that Resolution for Estimated Tax Levy and Notice of Public Hearing, Board Report #12-259, and Adoption of Estimated 2012 Levy, Board Report #12-266, would be tabled.

BOARD POLICY MANUAL, SECTION 4 REVISION FIRST READING, Board Report #12-265

This item will be brought to the December meeting for a second reading and approval..

FOR INFORMATION

- A. Resignation
- B. Retirement
- C. ERP Project Update
- D. Office of Resource Development Update
- E. Distributed Press Releases and Feature Stories

SUMMARY COMMENTS BY BOARD MEMBERS

No summary comments were made.

FUTURE AGENDA ITEMS

Discussion ensued on the need for a Special Board Meeting for the tax levy.

CLOSED SESSION

At 8:55 p.m., Ms. Walters moved to go into Closed Session to discuss matters covered under the Illinois Open Meetings Act, 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, and Ms. Kisser seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried. A break was taken at 8:56 p.m., after which Closed Session will begin. Closed Session began at 9:04 p.m.

At 10:09 p.m., Ms. Larson moved to come out of Closed Session and Ms. Kisser seconded the motion. There was no discussion. A voice vote was taken and all were in favor; the motion carried. Closed Session ended at 10:09 p.m.

The open meeting resumed and at 10:11 p.m. a call was placed to Trustee Liddell. During the call each Trustee briefly explained his or her position on Board Reports #12-259 and #12-266. Ms. Larson moved to allow Ms. Liddell to participate by telephone, and Ms. Rueda seconded the motion. There was no discussion; the roll was called and all were in favor; the motion carried.

Ms. Larson moved to approve Resolution for Estimated Tax Levy and Notice of Public Hearing, Board Report #12-259, and Ms. Kisser seconded the motion. There was no discussion. The roll was called. Trustees Kisser, Larson, Liddell, Rueda, and Miller voted in favor; Trustees Parrish, Adams and Walters voted against. The motion carried.

Ms. Kisser moved to approve Adoption of Estimated 2012 Levy, Board Report #12-266, and Ms. Larson seconded the motion. There was no discussion. The roll was called. Trustees Kisser, Larson, Liddell, Rueda, and Miller voted in favor; Trustees Parrish, Adams and Walters voted against. The motion carried. Ms. Liddell disconnected at 10:23 p.m.

#### ACCEPTANCE OF CLOSED SESSION MINUTES, Regular Board Meeting, October 25, 2012

Ms. Kisser moved to accept the closed session minutes and Ms. Larson seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried.

#### ADJOURNMENT

Hearing no further business, Chair Miller adjourned the meeting at 10:25 p.m.

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Patricia Kriegermeier, Recording Secretary

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Barbara Walters, Board Secretary