

MINUTES  
COMMITTEE OF THE WHOLE  
OF McHENRY COUNTY COLLEGE

A meeting of the Committee of the Whole was held on Tuesday, April 18, 2017, in the Board Room, Room A217, of Building A on the Campus. Vice Chair Liddell called the meeting to order at 6:33 p.m.

When Secretary Jenner called the roll, the following were present:

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

Dr. Gabbard was present. Attorney Sam Cavnar was present as legal counsel.

ACCEPTANCE OF AGENDA

The agenda was accepted as revised; item #14, Discussion of Board Self-Evaluation, was removed from the agenda, and Exception #1, Personnel, was added to item #20, Closed Session.

ACCEPTANCE OF MINUTES

The minutes were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one addressed the Board.

PRESIDENT'S REPORT

Dr. Gabbard spotlighted MCC's partnership with Northern Illinois University (NIU) allowing students to complete a Bachelor of Science in Health Sciences. MCC students are awarded up to 30 NIU credits for courses related to their professional field and taken through the AAS degree. The program is offered through online delivery for convenience. Dr. Gabbard spoke about the first student to complete this

program, who is planning to begin a Master of Science in Sports Management in the fall. Four students are preparing to pursue this Bachelor's degree.

Dr. Gabbard offered congratulations to two students recently elected to local office: Mr. Conrad Lobinsky, Student Veteran, who was elected mayor of Capron, and Ms. Kimberly Martinez, art student, elected Village President of Hebron. He spoke about the success of the April 11 Golden Homecoming event, and asked Trustees to save the following dates: May 4, 2017, 2017 Distinguished Alumni Award Ceremony and Reception; May 15, 2017, Liebman Science Center Groundbreaking; June 5, 2017, Friends of MCC Foundation Golf Invitational; June 10, 2017, MCC Scots Fest; and November 10, 2017, MCC 50th Anniversary Gala: Moonlight Masquerade.

#### CAPITAL CAMPAIGN UPDATE

Dr. Gabbard and Ms. Haggerty provided an update; it was noted that all leadership teams have pledged or given to the campaign. Payment was received from the McHenry County Community Foundation for a grant toward the Liebman Science Center project. Ms. Haggerty stated that invitations are going out for the May 15, 2017 groundbreaking ceremony for the Center. She noted also that a dining experience, hosted and catered by culinary students, will be held May 10, 2017 with manufacturing leaders. Immediate next steps include following up with pledge commitments, and a strategy for the employee campaign.

#### PRELIMINARY MARCH FINANCIAL STATEMENTS

Mr. Tenuta reported only on Funds 01 and 02; he noted that in a comparison of FY2016 to FY2017, the College is tracking well. He added that the forecast should come in where he predicted it would. In response to Ms. Walsh's question, he noted that tuition and fees are down 3-4% from last year, at 94-96% of the budgeted amount.

### INVESTMENT REPORT

The Board requested a yearly update on the College's investments. Mr. Danny Nelson and Mr. Matt Hanigan from The PFM Group gave a presentation reviewing McHenry County College's investment portfolios, including yield history the past twelve months, information on the labor market, inflation, and interest rates, as well as long- and short-term portfolio characteristics as of March 31, 2017. The presentation can be found at [www.mchenry.edu/board](http://www.mchenry.edu/board).

### DISCUSSION OF CREDIT CARD CONVENIENCE FEE FOR PAYMENT PLANS

Mr. Tenuta stated that 1,526 students are on a payment plan, noting that 1,208 of those students use credit cards to make payments. The College must pay a fee for each transaction, which adds up to a cost of about \$46,000. Mr. Tenuta wants to encourage students to get away from using credit cards for such payments. Extensive discussion followed, which resulted in consensus that this will be brought to the April Board meeting for a vote.

### PRESENTATION OF NEW ENVIRONMENTAL SCAN

Dr. Gabbard noted that this is the kind of information that is helpful to have as we look at the changing nature of the county's population. He spoke about the environmental scan, highlighting numerous statistics on the state of the county, industry and occupational employment projections, and education levels of the county population. The presentation can be found at [www.mchenry.edu/board](http://www.mchenry.edu/board).

### DISCUSSION OF 2017 ACCT CONGRESS PRESENTATION IDEAS AND ESTIMATED COSTS

Three ideas for proposal submission and estimated costs to present at the 2017 Leadership Congress were reviewed. Ms. Walsh proposed that the College not present this year; she was not averse to sending one person to attend the Congress. Several others agreed with Ms. Walsh, and a straw poll was taken after discussion. The poll resulted in agreement not to present this year. At the May Committee of the Whole meeting, the Board will discuss approval of Trustee attendance at this event.

#### DISCUSSION OF ONLINE CALENDAR OF BOARD ACTIVITY AND ACTIONS

Following up on Trustee Jenner's request for a way to capture reminders on Board actions, an approach was proposed using a tool the College already has, the Board Team Site. Dr. Butler demonstrated what the site looks like, and showed events and upcoming agenda items. Mr. Jenner felt this was a good option.

#### DISCUSSION OF BOARD SELF-EVALUATION

This item was taken off the agenda.

#### PROPOSED BOARD 2017-2018 MEETING SCHEDULE

Discussion followed about eliminating the July and December Board meetings. The Board will consider this option, as well as beginning Board meetings at 5:30 p.m. and will vote on this at the April 27 Organizational Meeting.

#### DISCUSSION OF TRUSTEE PROFESSIONAL DEVELOPMENT

General discussion followed that by statute Trustees must complete training in the first, third, and fifth years of their terms. Vice Chair Liddell noted that ICCTA is planning to have training available, and Attorney Cavnar will have information on this topic at the April Board meeting.

#### DISCUSSION OF NEW TRUSTEE ORIENTATION

Trustees reviewed the document containing information provided to new trustees and agreed it was comprehensive. Several Trustees asked for a new flash drive. A booklet from the Illinois Community College Trustees Association will also be provided.

#### FUTURE AGENDA ITEMS

Discussion ensued on emails sent to the Trustees, and that per Board Policy 1.6.4.2.1, the Chair speaks for the Board. Trustee Walsh asked that Dr. Gabbard share his experience at the recent Higher Learning Commission meeting at a future meeting.

SUMMARY COMMENTS BY BOARD MEMBERS

During summary comments, Trustee Kisser shared copies of an article, which can be viewed at [www.iltla.com/illinois-good-business/](http://www.iltla.com/illinois-good-business/). Mr. Jenner reported that he was very impressed with the recent Civics 101 session led by MCC history instructor Sarah Sullivan.

CLOSED SESSION

At 8:59 p.m., Ms. Kisser moved to go into Closed Session to discuss matters covered under the Illinois Open Meetings Act, 120/2(c), Exception #1, *The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity*, and 120/2(c), Exception #21, *Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.*, and Mr. Worden seconded the motion. There was no discussion. The roll was called and all were in favor; the motion carried. A short break was taken and closed session began at 9:04 p.m.

At 9:18 p.m., Mr. Parrish moved to come out of Closed Session, and Mr. Worden seconded the motion. A voice vote was taken and all were in favor; the motion carried. Closed Session ended at 9:19 p.m.

ACCEPTANCE OF CLOSED SESSION MINUTES, Committee of the Whole, February 14, 2017

Ms. Walsh moved to approve the minutes as corrected, and Mr. Worden seconded the motion. There was no discussion. The roll was called, and all were in favor. The motion carried.

ADJOURNMENT

Hearing no further business, the meeting was adjourned at 9:21 p.m.

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Pat Kriegermeier, Recording Secretary

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Chris Jenner, Board Secretary