

MINUTES
COMMITTEE OF THE WHOLE
OF McHENRY COUNTY COLLEGE

A meeting of the Committee of the Whole was held on Tuesday, May 14, 2019, in the Board Room, Room A217, of Building A on the Campus. Vice Chair Walsh called the meeting to order at 6:00 p.m.

When Ms. Hoban called the roll, the following were present:

Ms. Evertsen
Ms. Hoban
Ms. Siddons
Mr. Smith
Ms. Speros
Ms. Walsh

Mr. Allen was absent. Dr. Gabbard was present. Attorney Samuel Cavnar was present as legal counsel.

ACCEPTANCE OF AGENDA

The agenda was accepted as amended; the following Open Meetings Act Exceptions were added to item 11., Closed Session: Exception #1, Personnel, Exception #5, Purchase or Lease of Real Property, Exception #6, Setting of a Price for Sale or Lease of Property.

ACCEPTANCE OF MINUTES

The minutes of the April 14, 2019 Committee of the Whole meeting were accepted as corrected.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one addressed the Board.

PRESIDENT'S REPORT

Dr. Gabbard announced that the American Association of Community Colleges has awarded MCC a grant of \$140,000 over three years to support registered apprenticeships. He noted that Mr. John Cain of Scot Forge, who will speak at the spring commencement ceremony, has done a great job of rallying other manufacturing Chief Executive Officers around apprenticeships. Dr. Gabbard also announced that MCC has been chosen for the OpenStax Partner Program, and will receive resources valued at \$20,000, which will go a long way, and also provides access to their database to find free educational resources. Dr. Gabbard stated that the election for Student Trustee is underway; he and Ms. Haggerty met with two excellent candidates for Student Trustee. Dr. Gabbard's report provided a breakdown of degrees and certificates to be awarded at the spring commencement, noting that the number of graduates has continued to increase. Dr. Koronkiewicz introduced student Ms. Karen Russ, the statewide winner of the Paul Simon Essay Contest, "How My Community College Has Changed My Life." Ms. Russ was greeted with applause before and after reading her winning essay. Dr. Gabbard also provided a list of upcoming event dates for the Trustees.

DISCUSSION OF BOARD RETREAT TO REVIEW STRATEGIES AND TACTICS

After brief discussion about choosing a date for the retreat, Trustees agreed to meet on Thursday, June 27, at 5 p.m.

PRELIMINARY APRIL FINANCIAL STATEMENTS

Mr. Tenuta noted that there was nothing of concern at this point in the financial statements. He continues to look at operating statements, comparing to last year, and this year only has one difference – investment revenue is up. Ms. Evertsen asked about additional cost at the Liebman Science Center; Mr. Tenuta replied that \$140,000 was allowed in the budget, based on square footage. He estimates conservatively that the final cost may be \$120,000. Discussion followed on the Infrastructure Fee, which was approved for both the debt service of money borrowed as well as maintenance and operations of the Liebman Science Center.

FINANCE AND AUDIT COMMITTEE ITEM

Discussion of the FY2020 Budget

Mr. Tenuta stated he focused on the operating funds for this discussion. He noted that local property taxes, state funding, and student tuition account for 87% of the College's budget. He added that personnel costs accounts for 71% of the operating budget. Capital outlay expense will be coming. New monies are being allocated into the budget for positions: one position is converting from part-time to full-time, plus the cost of benefits. There will be a carryover in Fund 03 for the backfill project which is finishing in August and will be partly accounted for in the next fiscal year. Deferred maintenance activities listed were heating/ventilation/air conditioning, rooftop units, and campus wayfinding. Discussion followed on the MCC Bookstore remodeling, which has been on hold for several years. It was noted that the textbook initiative has changed the plans to remodel the bookstore. Dr. Gabbard added that administration is pursuing the Facility Master Plan right now, and will be coming to the Board with long-range facilities planning priorities. He added that the library mirrors the bookstore transformation, in that the library needs to transform into better learning space. He added that fundraising may be done for the library in the future depending on direction and priorities.

Additional discussion followed on state funding; the state has asked every college in Illinois to submit their capital projects, to make sure all are accurate. The state matches funds 75%/25% to do capital projects. The Manufacturing Technology Center has been on the RAMP list for well over ten years. We will know whether the funding will be coming in a matter of months. It was noted that this is a very aggressive budget, meaning that expenses for things like discretionary travel, supplies, services have been decreased across the board. Discussion also followed on contingency funds, money in the bank for a rainy day. Mr. Tenuta noted that the College tries to stay in the 25% range, to cover up to six months of expenses. An explanation was given of Fund 05, the auxiliary fund. This fund contains noncredit classes as well as the Bookstore, the Children's Learning Center, and Food Service. These areas are businesses within the College with the sole purpose of making money. Dr. Gabbard added that areas such as the Bookstore and Children's Learning Center will continue even if they lose money. Discussion followed on the possibility of having to fund a trip if the baseball team goes to the national championships. A list of grant-funded positions will be compiled.

FUTURE AGENDA ITEMS/SUMMARY COMMENTS BY BOARD MEMBERS

Ms. Evertsen asked whether the Bookstore would be open during graduation; Ms. Haggerty replied that it would be open. A discussion of merchandising MCC apparel followed.

CLOSED SESSION

At 7:16 p.m., Ms. Evertsen 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*; 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*, 120/2(c) Exception #5, *The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired*; 120/2(c) Exception #6, *The setting of a price for sale or lease of property owned by the public body*; 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*. Ms. Speros seconded the motion. There was no discussion. The roll was called, and all were in favor. The motion carried. A brief break was taken, and closed session began at 7:19 p.m.

At 9:00 p.m., Ms. Evertsen moved to come out of closed session, and Ms. Speros seconded the motion. A voice vote was taken, and all were in favor. The motion carried. Closed session ended at 9:01 p.m.

ACCEPTANCE OF CLOSED SESSION MINUTES, Committee of the Whole Meeting, April 16, 2019

Mr. Smith moved to accept the closed session minutes of the Committee of the Whole meeting, April 16, 2019, and Ms. Siddons 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 9:02 p.m.

Pat Kriegermeier, Recording Secretary

Tom Allen, Board Secretary